



**Annual Quality Assurance Report  
(AQAR) of the IQAC  
2017-2018(1st July, 2017 to 30 June, 2018)**

*Submitted to*

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL  
*An Autonomous Institution of the University Grants Commission*  
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072  
India**

*By*

**DHAMANGAON EDUCATION SOCIETY'S  
ADARSHA SCIENCE, JAIRAMDAS BHAGCHAND ARTS AND BIRLA  
COMMERCE MAHAVIDYALAYA DHAMANGAON RLY  
DISTRICT: AMRAVATI- 444709**



**Year of Report: 2017-2018**

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# The Annual Quality Assurance Report (AQAR) of the IQAC

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

ADARSHA SCIENCE, JAIRAMDAS BHAGCHAND  
ARTS & BIRLA COMMERCE MAHAVIDYALAYA  
DHAMANGAON RLY.

1.2 Address Line 1

ANJANSINGHI ROAD

Address Line 2

-----

City/Town

DHAMANGAON RLY

State

MAHARASHTRA STATE

Pin Code

444 709

Institution e-mail address

amvdmn2010@gmail.com

Contact Nos.

07222 - 237045

Name of the Head of the Institution:

Dr. Y. B. Gandole

Tel. No. with STD Code:

07222 - 237045

Mobile:

9421737928

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID(For ex. MHCOGN 18879)

1.4 NAAC Executive Committee No. & Date:   
(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

Web-link of the AQAR:

#### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	-	2004	5 Years (2004 – 09)
2	2 <sup>nd</sup> Cycle	A	3.20	2011	5 Years (2011 – 16)
3	3 <sup>rd</sup> Cycle	B++	2.81	2017	5 Years (2017 – 22)
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC : DD/MM/YYYY

1.8 AQAR for the year (for example 2010-11)

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((for example AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2016 – 17 submitted to NAAC on (11/11/2017)

### 1.10 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

Financial Status Grant-in-aid  UGC 2(f)  UGC 12B

Grant-in-aid + Self Financing  Totally Self-financing

### 1.11 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (PhysEdu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

**UGC Career Oriented Courses**

### 1.12 Name of the Affiliating University (for the Colleges)

**Sant Gadge Baba Amravati  
University, Amravati**

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other ( <i>Specify</i> )	<input type="text" value="--"/>
UGC-COP Programmes	<input checked="" type="checkbox"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="10"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="--"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="14"/>
2.10 No. of IQAC meetings held	<input type="text" value="08"/>

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No

If yes, mention the amount

During Year 2017- 18 ---- No grant received  
During Year 2016- 17 ---- No grant received  
During Year 2015- 16 ---- No grant received  
During Year 2014- 15 ---- No grant received  
During Year 2013- 14 ---- Received Rs. 3,00,000/-for IQAC composition

### 2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos.  International  National  State  Institution Level

(ii) Themes

- Seminar on Preparation for Competitive Examinations (22/07/2017).
- Workshop on Disaster Management (11/09/2017)
- Workshop on Personality Development (14/11/2017).
- University level Workshop on NET-SET Guidance in Mathematics (22/12/2017).
- Workshop on Physical health and hygiene in girl students (06/01/2018).
- Workshop on Android and PHP (10/10/17 to 14/10/17 )

### 2.14 Significant Activities and contributions made by IQAC

- Research activity promoted at college level.
- Blood Donation Camp
- Blood Group Detection Camp
- Participation in "Avishkar" Research Competition
- Workshop on Android and PHP
- Personality Development Programme,
- English Communication skill development programme,
- Incentives given to students participated in NCC, NSS, Sports & cultural activities
- General knowledge test
- Guidance for essay, debate, elocution competition
- Guidance for seminar and poster Competition
- Special lectures on Health and Hygiene for girls
- Power point presentation and guidance on Physical Fitness for girls
- Microteaching Workshop
- Adarsha Reading Club
- Career Guidance programme
- Guidance session for GD and Interview skills development
- General Knowledge competition
- Football Mission One Million
- Online GK test on Rojgar APP

### 2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<ul style="list-style-type: none"> <li>To promote research activity in the college</li> </ul>	<ul style="list-style-type: none"> <li>02 Teachers Awarded Ph.D. Degree.</li> <li>Faculty members presented 20 Research Papers at National and International conferences.</li> <li>10 Students participated in 'Avishkar' a research competition organised by Government of Maharashtra. Three students were selected for participation at university level and won university colour coat for representation at state level.</li> <li>16 Research papers were published by faculty during 2017-18.</li> </ul>
<ul style="list-style-type: none"> <li>To introduce Tutor-Ward system</li> </ul>	<ul style="list-style-type: none"> <li>Tutor Guardian maintained a record of academic, co-curricular achievements/progress of the wards, interacted with the wards at least twice a semester helped in their growth and well-being and intervened when necessary to correct them and guide them. The Tutor-guardian system was found to develop good rapport between staff and students at a personal level.</li> </ul>
<ul style="list-style-type: none"> <li>To introduce UG &amp; PG programmes</li> </ul>	<ul style="list-style-type: none"> <li>Admission started for PG course in Commerce English Medium from the current year 2017 -18</li> </ul>
<ul style="list-style-type: none"> <li>Remedial coaching</li> </ul>	<ul style="list-style-type: none"> <li>Remedial coaching cell was established and remedial coaching was organized for students belonging to ST/ST/OBC (non-creamy layer)/Minority communities who need remedial coaching.</li> </ul>
<ul style="list-style-type: none"> <li>To enrich Library &amp; Laboratories</li> </ul>	<ul style="list-style-type: none"> <li>IQAC has made recommendations to the Principal regarding conducting online student feedback, library requirements, lab equipment, ICT materials, sports materials etc. to be purchased. It is trying to ensure that student- support and progression is strengthened and monitored at all levels.</li> <li>Purchased new books, reference books, Equipment and chemicals as per requisitions.</li> </ul>
<ul style="list-style-type: none"> <li>Reorganization of college committees</li> </ul>	<ul style="list-style-type: none"> <li>College committees were reorganized for better functioning</li> </ul>
<ul style="list-style-type: none"> <li>Organization of workshop</li> </ul>	<ul style="list-style-type: none"> <li>6 workshops were organized at University, intercollegiate and institutional level.</li> </ul>
<ul style="list-style-type: none"> <li>Organization of several academic &amp; cultural activities</li> </ul>	<ul style="list-style-type: none"> <li>All round development of the students and staff members.</li> </ul>
<ul style="list-style-type: none"> <li>To improve teaching methodology- The teaching faculty be motivated to have 1) Feedback of students on self-designed questionnaire, 2) Self-evaluation analysis on the basis of feedback.</li> </ul>	<ul style="list-style-type: none"> <li>Feedbacks collected, analysed online and communicated to the concerned faculty member.</li> <li>Annual Performance Based Appraisal System implemented as per fourth amendment of UGC.</li> <li>Academic audit scheme also implemented.</li> </ul>
<ul style="list-style-type: none"> <li>Energy and Green audit.</li> </ul>	<ul style="list-style-type: none"> <li>Recommendations were given for using energy efficient equipment, tree plantation, rain water harvesting and Tree plantation.</li> </ul>

\* Annexure II : Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body      Yes       No

Management       Syndicate       Any other body

Provide the details of the action taken



- AQAR (2017-18) was placed in Local Managing Committee (LMC) of our parent management body and discussed at length.
- AQAR was approved in the meeting and management body suggested to take necessary action.

## Part – B

### Criterion – I

#### **1. Curricular Aspects**

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	03	--	03	--
PG	06	--	06	--
UG	04 • B.A. (02 combinations) • B.Com. • B.Sc. (06 combinations) • BCA	--	03 • B.C.A. • B.A. English Literature • B.Com. English Medium	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01	--	01	01
Others	--	--	--	--
<b>Total</b>	14	00	13	01
Interdisciplinary	01	--	--	--
Innovative	--	--	--	--

##### 1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / **Open options**

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08 (4 PG and 2 UG Sci. 1 BA, 1B.Com)
Trimester	--
Annual	02 (01 MA; 01 MCM)

1.3 Feedback from stakeholders\*  
(On all aspects)

Alumni  Parents  Employers  Students

Mode of feedback : Online  Manual  Co-operating schools (for PEI)

\* Annexure-I

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

- Revision/update of syllabi done at university level.
- Three faculty members of our college participated in revision/update of syllabi at university level.
- Minor revision of syllabi was done in few subjects.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

YES

P.G. Department of Commerce

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
28	16	11	01	----

2.2 No. of permanent faculty with Ph.D.

14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	03	---	---	---	---	---	---	00	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

----

----

14

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	09	04
Presented papers	10	10	0
Resource Persons	0	0	02

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- Use of ICT in teaching & learning process through Smart board/DLP Projectors.
- Arranged student seminars to develop self confidence in expression of scientific ideas.
- To generate research interest among students, project assignments were given to students on latest developments in the subject.
- Visit to research institutions was arranged for students to make them aware with scientific research carried out in reputed institutions.
- Incentive to meritorious students – three students from each class (as per merit) are provided two extra B.T.s so that they can borrow extra books.
- To improve the soft skills of the students started ‘Certificate Course in Communicative English’.
- Innovation has been introduced to safeguard the health aspects of the students and worked out cheap replacement for the costly apparatus.
- A hands-on experience to the students regarding PCB Fabrication was given to the students.

2.7 Total No. of actual teaching days during this academic year

184

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

- All sorts of reforms concerning with examination/evaluation are done at university level.
- Online valuation started for science faculty.
- Our parent university initiated Examination reforms such as decentralization of examinations and introduction of credit system at U. G. Level.
- Facilities such as Photocopy of answer books and reassessment of answer books of examinee are provided by university on demand.
- Internal assessment system has been introduced and is based on the performance in home assignments, projects, field or industry visits, seminars and internal test examination.
- Parent University has appointed a Coordinator for every college to solve the examination and evaluation related difficulties of students.
- Valuation of all UG Semester I and II Examinations is conducted at Institute level and the valuation is completed within 15 days of conduction of respective examination.

2.9 No. of faculty members involved in curriculum

06

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Restructuring/revision/syllabus development

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. Sc. I (Sem – I)	139	9.35	44.06	23.05	00	76.97
B. Sc. I (Sem – II)	129	15.50	60.46	17.05	00	93.02
B. Sc. II (Sem – III)	126	9.52	41.26	19.04	00	69.84
B. Sc. II (Sem – IV)	124	12.09	40.32	12.09	00	64.51
B. Sc. III (Sem – V)	135	16.29	48.88	20.00	00	85.18
B. Sc. III (Sem – VI)	136	13.23	48.52	11.76	00	73.52
B. Com. I(Sem I) Marathi	90	06.67	5.56	17.78	1.11	31.00
B. Com. I(Sem I) English	54	--	11.11	12.96	16.67	40.00
B. Com. I(Sem I) Marathi	87	----	06.89	34.48	---	41.37
B. Com. I(Sem I) English	61	-----	07.84	37.25	---	45.09
B. Com. II	98	1.02	21.42	6.12	2.04	30.61
B. Com. III	85	3.84	28.23	21.18	---	49.41
B. A. I (Sem – I)	114	00	7.89	10.52	00	18.42
B. A. I (Sem – II)	140	2.14	10.00	10.71	00	22.85
B. A. II	134	---	4.47	11.19	2.23	19.40
B. A. III	76	---	7.89	14.47	2.63	25.00
M. A. I (Sem – I)	33	3.03	18.18	15.15	00	33.33
M. A. I (Sem – II)	26	---	7.69	3.84	-	11.53

M.A. II (Annual)	07	00	00	14.28	57.14	71.42
M.Sc. I (Sem I) Maths	52	---	1.92	9.61	5.76	17.30
M.Sc. I (Sem II) Maths	51	---	37.25	15.68	---	52.94
M.Sc. II (SemIII) Maths	37	00	2.70	24.32	--	27.02
M.Sc. I I(Sem IV) Maths	37	5.40	37.83	13.51	2.70	59.45
M.Sc. I (Sem I) Electr.	14	---	00	7.14	---	7.14
M.Sc. I (Sem II) Electr.	12	---	25	16.66	00	41.66
M.Sc. II (Sem III) Electr.	13	---	---	7.69	00	7.69
M.Sc. II (Sem IV) Electr.	14	--	---	21.42	--	21.42
M.Sc. I (Sem I) Micro.	26	15.38	42.30	19.23	---	76.92
M.Sc. I (Sem II) Micro.	25	8	60	24	---	92.00
M.Sc. II (SemIII) Micro.	12	--	50	25	--	75
M.Sc. I I(Sem IV) Micro.	11	27.27	45.45	--	--	72.72

## 2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

- The college IQAC closely monitors quality of teaching learning and suggests reforms for improvements and use of new techniques in the processes.

Some of the mechanisms developed over the years to monitor and evaluate are:

- Academic and Activity calendar of each department is submitted to the IQAC at the beginning of the academic session.
- Academic audit of all teachers for every year by evaluating the ‘teacher’s diary’, which provides the teaching plan and record of all academic as well as co-curricular activities of every teacher. This is assessed by the Principal of the collage.
- Academic progress of the students is assessed by means of tests, continuous internal assessment, common test examinations, quizzes, class seminars, home assignments, class assignments, presentations, field work and excursions, conferences, co-curricular activities and viva voce.
- Evaluation of teachers by students at the end of academic session using online feedback forms. The entire process of collection and analysis of Feedback for all subjects/ classes/ teachers has been made online from current academic year 2017-18. The detailed report is prepared and submitted to the Principal. The feedback is shared with teachers through an interactive meeting where shortcomings/problems are discussed. Solutions to these are also provided to seek improvement in the teaching-learning process.
- The faculty member refreshes and updates their knowledge periodically by attending refresher courses, short term courses, seminars, conferences and workshops. As a result they implement new and innovative techniques in teaching like use of Power point presentation, computer assisted language learning.

- Microteaching workshop is arranged every year where teachers from all discipline present latest developments in understanding a concept from their subject.

#### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	05
Faculty exchange programme	Nil
Staff training conducted by the university	Nil
Staff training conducted by other institutions	Nil
Summer / Winter schools, Workshops, etc.	Nil
Others	Nil

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	10	02	----	----
Technical Staff	14	05	----	----

- Details of Administrative Staff

Administrative staff	Post sanctioned	Post filled	Post vacant
Superintendent	01	01	00
Head clerk	01	00	01
Senior clerk	02	01	01
Junior clerk	03	03	00
Library clerk	01	01	00
Peon	04	04	00
Total	12	10	02

- Details of Technical Staff

Technical staff	Post sanctioned	Post filled	Post vacant
Laboratory Assistant	03	02	01
Laboratory Attendant	12	08	04
Library Attendant	03	03	00
Total	18	13	05

## Criterion – III

### 3. Research, Consultancy and Extension

#### 3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

IQAC is proactive in promoting a research-conducive environment in the institutions in following ways:

- Research Promotion Cell (RPC) is functional in college and takes care of all research activities.
- Staff members of all faculties are encouraged to undertake research work leading to Ph.D. Degree.
- Motivated faculty for submission of Minor Research Projects/ Major Research Projects.
- Motivated faculty members for FIP / Teacher Fellowship Program of UGC
- Faculty members are motivated to participate in conferences, symposia and workshops.
- IQAC is spreading awareness in teachers to publish the research finding and publications in journals indexed in SCOPUS or Web of Science.
- Undergraduate students are encouraged to take up mini projects.
- Motivated research students to participate in 'Avishkar -2017' research competition at district level, university level and state level. 10 students participated in district level. Three students were selected for participation at university level and won university color coat for representation at state level.
- IQAC motivates faculty members to organize seminars and workshops. During 2017-18, College has organized 6 workshops at institute level.

#### 3.2 Details regarding major projects ---- NIL ---

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

#### 3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	01
Outlay in Rs. Lakhs	--	--	--	4,00,000/-

#### 3.4 Details on research publications:

	International	National	Others
Peer Review Journals	10	03	-
Non-Peer Review Journals	-	-	-
e-Journals	01	-	-
Conference proceedings	01	06	-

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

#### 3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant Sanctioned	Received
Major projects	2017-18	--	--	--
Minor Projects	2017-18	--	--	--
Interdisciplinary Projects	2017-18	--	--	--
Industry sponsored	2017-18	--	--	--



Projects sponsored by the University/ College	2017-18	--	--	--
Students research projects <i>(other than compulsory by the University)</i>	2017-18	--	--	--
Any other(Specify)	2017-18	--	--	--
Total			--	--

3.7 No. of books published i) With ISBN No.  Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from -----NA

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution: Nil

Level	International	National	State	University	College
Number	--	--	--	--	---
Sponsoring agencies	--	--	--	--	---

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations: --- International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year----Nil

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows  
Of the institute in the year:

Total	International	National	State	University	Dist	College
--	--	--	--	01	02	--

3.18 No. of faculty from the Institution who are Ph. D. Guides   
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events: **100**

University level  State level   
National level  International level

3.22 No. of students participated in NCC events: **74**

University level  State level   
National level  International level

3.23 No. of Awards won in NSS: **Nil**

University level  State level   
National level  International level

3.24 No. of Awards won in NCC: **Nil**

University level  State level   
National level  International level

### 3.25 No. of Extension activities organized

University forum	00	College forum	15		
NCC	03	NSS	15	Any other	04

### 3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

- Blood Donation Camp
- University level NET/SET guidance program
- Guest lectures
- AIDS awareness programme
- Voters awareness programme
- Tree Plantation
- Floral waste collection and its composting
- Participation in Leprosy Eradication and Survey Programme
- Participation in Pulse-Polio Vaccination Programme
- Congress Grass Eradication Program.
- Visit to Research Organizations and industries
- Participation in 'Yuva Mahotsav' organized by Parent University.
- Participation of students in university sports competition (volley ball, handball, cross country, badminton, basket ball competition etc.)
- Participation in intercollegiate seminar competition
- Participation in 'Gandhi VicharSanskarPariksha'
- Organization of Essay, Poster and slogan competition to create wild life awareness.
- English Communication skill development
- Participation in Swachchha Bharat Abhiyan
- Remedial coaching classes for ST/ST/OBC.
- Police Raising Day
- Disaster management workshop
- Participation in Pre-RD parade camp
- Yoga Day Program
- Road safety program
- University level competitive examination program
- Inauguration of Subject Association Programs
- Celebration of world forest day
- Celebration of world sparrow day
- Celebration of world wetland day
- Celebration of world water day
- Poster completion on water conservation
- Intercollegiate chemistry quiz competition
- Celebration of National Sports Day

## Criterion – IV

### 4. Infrastructure and Learning Resources

#### 4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	3.475 Acre	--	Dhamangaon Education Society	3.475 Acre
Class rooms	16	--	Dhamangaon Education Society & UGC	16
Laboratories	08	--	Dhamangaon Education Society & UGC	08
Seminar Halls	01	--	Dhamangaon Education Society	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	02	--	UGC New Delhi	02
Value of the equipment purchased during the year (Rs. in Lakhs)	54.23626	3.57219	-----	57.80845
Others	--	--	---	--

#### 4.2 Computerization of administration and library

- Administrative office is made automated by using CMS software of Master's Software, Nagpur
- Library is made automated by using LIBMAN software of Master's Software, Nagpur

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10060	830217	860	270310.8	10920	1100528
Reference Books	1236	366503.00	6	27780.6	1242	394283.6
e-Books	---	---	3135000+	5750.00	3135000+	5750.00
Journals	26	4176	---	---	26	4176
e-Journals	---	---	6000+	5750.00	6000+	5750.00
Digital Database	---	---	---	---	---	---
CD & Video	441	42566.00	---	---	441	42566.00
Others (specify)	---	---	---	---	---	---

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	80	21	65	03	14	07	23	15
Added	--	--	--	--	--	--	--	--
Total	80	21	65	03	14	07	23	15

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

- Established Network Resource Centre (NRC)
- Use of Smart board
- Wi-Fi Connectivity

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	1.35997
ii) Campus Infrastructure and facilities	13.38760
iii) Equipments	7.28159
iv) Others	1.15921
<b>Total :</b>	<b>23.18837</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

##### **Organized following programmes to Enhance awareness**

- Prospectus contains the detailed information of various support services and their conveners, counselling committee, annual examination schedule and grievance redressal cell etc.
- Teachers to discuss about student support services in classes as and when required.
- Time to time Principal interact with the students about the same.
- Celebration of International YOGA day
- NSS and NCC Officers make the students aware about benefits of joining NSS and NCC by display of banners and classroom visits to motivate the students.
- The Sports department makes special arrangements for coaching/training to outstanding sportsman who participate, quality and win awards at State and National Competitions.
- The career guidance and counselling Cell has been providing guidance job opportunities.
- IQAC motivates the students in their curricular and extracurricular activities.
- AIDS Awareness programme
- Principal's address to freshers.
- During Blood Donation Camp, details of blood donors are recorded and in case of any emergency, the donors are contacted. The cards issued during blood donation camp are provided to students to procure blood at discounted rates.
- Personality Development Programme,
- English Communication skill development programme,
- Incentives given to students participated in NCC, NSS, Sports & cultural activities
- Memorial prizes and awards
- Mock Interview Competition for students
- Guidance for essay, debate, elocution competition
- Guidance for seminar and poster Competition
- Career Guidance programme
- Guidance session for GD and Interview skills development
- IQAC implemented Tutor –Guardian Scheme to know the deficiency in support services.
- Female safety programme
- Tree Plantation
- Swachchha Bharat Abhiyan
- Reading inspire day
- Constitution day celebration
- Polio eradication day
- Blood group detection camp
- Congress grass eradication
- Disaster management workshop
- Workshop on employment guidance
- Celebration of National Sports day
- Workshop on how to study for competitive exam and its preparation
- Health check-up camp for girls students
- Hemoglobin check-up camp for girls students
- Celebration of 187<sup>th</sup> birth anniversary of Savitribai Fule
- Lecture on Cleanliness and Hygiene
- International women day Celebration
- Workshop on women empowerment and awareness
- Organization volley ball (Men) Inter collegiate tournament (SGBAU) Zone C

## 5.2 Efforts made by the institution for tracking the progression

Institution regularly tracks the progress of all activities organized to enhance the awareness among students about student support services available in college as follows.

- For every activity to be organized, college has established committees.
- Calling the meeting of concerned committee
- Discussion and allocation of work.
- Meeting to take Feedback from concerned committee.
- Yearly assessment of work done by concerned committee.
- Student progression to higher education is tracked by individual departments by keeping in touch with them. A list is prepared at the start of every academic year recording students opting for allied subjects in higher education.
- The college invites the alumni for seminars and conferences organized by the college and they are felicitated on such special occasions.
- Through such events, present faculty members & students get an opportunity to interact with the alumni of the institution.
- Alumni are invited as chief guest for prize distribution function every year in Annual Gathering celebrated as 'Yuvak Din'.
- Every department prepares the list of its alumni and is invited in alumni meet.
- College has established alumni association which meets at least once in a year.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1369	215	05	--

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No	%
616	38.88

Women

No	%
968	61.11

Last Year (2016 -17)							This Year (2017 – 18)							
General	SC	ST	VJ NT	OBC	Physically Challenged	Total	Gen- eral	SC	ST	VJ/ NT	OBC	Physically Challenged	SBC	Total
264	213	49	108	685	00	1319	178	238	75	135	904	00	54	1584

Demand ratio

Dropout (UG)% : 39.12 %

Part I --- 2015-16 = 501

Part III --- 2017-18 =305

Dropout (PG)% : 32.72 %

Part I --- 2016-17 = 110

Part II --- 2017-18 =74

#### 5.4 Details of student support mechanism for coaching for competitive examinations (If any)

- Guidance lectures on Various Career Opportunities are organized by Career Guidance and Placement Cell. Students are trained in Mock Entrance Test, GDs, Interview Techniques, and Personal Grooming etc.
- The college arranged a number of guidance lectures of expert persons to prepare students for competitive examinations and personal interviews.

#### 5.5 No. of students qualified in these examinations

NET	01	SET/SLET	00	GATE	01	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	01

#### 5.6 Details of student counselling and career guidance

To Boost Morale of students various counselling services are made available.

- Academic counselling of students by Counsellor of admission committee at entry level. Principal's address to newly admitted students.
- Career Guidance Committee has been constituted for this purpose.
- The institution (Damini Club) organizes frequent special lectures for girls to guide them on psycho-social problems.
- Organization of career counselling programmes.
- Fast and Slow learners are identified and extra coaching and remedial coaching provided, respectively.
- At personal level every student is cared through Tutor Guardian Scheme.
- Various social activities are conducted by NSS/NCC students.
- Counselling through Service Camps like Crowd control, Stress Management through Yoga, Sports Psychology Training, Voters Awareness Program, Consumer Awareness Program etc. are conducted.

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	--

#### 5.8 Details of gender sensitization programmes

- Workshop on women empowerment and awareness
- Damini club of College organized Health check up camp for girls students on 20.12.2017
- Lecture on Cleanliness and Hygiene was organized by Damini club of College on 06.01.18
- Damini club of College organized Hemoglobin check up camp for girls students on 21.02.18.
- SavitribaiFule 187<sup>th</sup> birth anniversary was celebrated on 03<sup>rd</sup> Jan 2018. Prof, Pankaj Dhamase highlighted on work and life of SavitribaiFule and guided the students.
- International Women's day was celebrated on 8<sup>th</sup> Mar 2018 in college. Workshop on women empowerment and awareness. Deserve Females were felicitated on this occasion. Program was organized by Damini club of College on 08.03.2018



## 5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level  National level  International level

No. of students participated in cultural events

Intercollegiate level : 19 Students (Male: 04+ Female:15)

State/ University level  National level  International level

## 5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	NIL	--
Financial support from government	147 (GOI)	262556/-
Financial support from other sources	21 (EBC)	32165/-
Number of students who received International/ National recognitions	---	---

## 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

## 5.12 No. of social initiatives undertaken by the students

- AIDS awareness programme
- Blood Donation Camp
- Voters awareness programme
- Tree Plantation
- Floral waste collection and its composting (NirmalyaNirmulan)
- Participation in Pulse-Polio Vaccination Programme
- Participation in Crowd controlling Programme.
- Workshop on preparation for competitive examinations.
- Workshop on 'Health and Hygiene for girls'
- Workshop on 'Woman Empowerment'
- Computer literacy program
- Participation in 'Gandhi VicharSanskarPariksha'
- Organization of Essay, Poster and slogan competition to create wildlife awareness.
- Participation in Swachhha Bharat Abhiyan
- Environment awareness programme

## 5.13 Major grievances of students (if any) redressed: Nil

## Criterion – VI

### **6. Governance, Leadership and Management**

#### **6.1 State the Vision and Mission of the institution**

**Vision:** To expand progressively the horizon of activities to keep pace with the latest and astounding developments and innovations being made in every sphere of knowledge and emerge as an ideal and pre-eminent Educational Foundation having institutions imparting quality education in diverse fields, thereby providing a winning edge to the aspirants.

**Mission:** To fulfil the academic aspiration of our students, to instil the importance of unremitting efforts and ethical values in them and see them transformed into the cultured, matured and learned youths having grown into the intellectual and discriminative faculties and developed the ability to cope with their perspicacious counterparts and meet the challenges of rapidly changing and increasingly competitive world.

#### **6.2 Does the Institution has a management Information System**

Yes

Details of MIS applied to –

1. Administrative procedures – Designed and implemented procedures and processes that provide detailed reports in an accurate, consistent, and timely manner regarding payroll, tax, fee, PF, salary grant, fee for no grant basis courses, student scholarship etc. use of CMS software for office automation.
2. Student admission – Student admission strictly as per rules framed by government and university including category wise quota. Information regarding student admission on website of the college. CMS software for student admission.
3. Student record – Student record maintained in CMS software.
4. Evaluation and examination procedures – Maintained in general software like MS Office.
5. Others – Computerized pay slips to students, Library uses automation software LIBMAN, Reprographic services using CANON – 3300.

#### **6.3 Quality improvement strategies adopted by the institution for each of the following:**

##### **6.3.1 Curriculum Development**

- The faculty members of the subjects Electronics, Chemistry and Microbiology have been working on the Board of Studies of the parent University and contributing to curriculum restructuring.
- Minor revision of syllabi was done in few subjects.
- The faculty members, by giving suggestions from time to time to the concerned University authority or to the Teachers Association of the different subjects, contribute to the restructuring of the syllabus.

##### **6.3.2 Teaching and Learning**

- The teaching schedule (Time Table) is prepared at the beginning of the session and is implemented.
- Academic diaries, with teaching plans are maintained. ICT and other teaching aids are employed in the teaching-learning process.
- Library stores the most recent books, reference volumes, periodicals, journals and e-resources.
- Well-equipped laboratories.

- Internet facility for students
- Guest lectures / Seminars/ workshops for students.
- Learners' performance is assessed through continuous evaluation process such as unit tests, assignments, seminars and projects.
- Exposure of Students to mini projects in Science Departments.
- Remedial coaching classes are conducted for slow learners.
- The Academic Audit is conducted by IQAC.
- Organize science popularization programs and other scientific events.
- Promote the faculty improvement through refresher courses, orientation programs, and short term courses.
- Faculty development through microteaching workshop.
- Interaction with industry and research organizations.
- Apart from the conventional chalk and talk method, various ICT methods like use of Interactive smart Board, PowerPoint presentations, simulations and video/ animations are used for better understanding of the core concepts. All the departments are equipped with LCD projectors.
- Group discussions are also a regular feature of teaching learning.
- Student seminars are also organized.
- Case studies are involved wherever possible.
- To improve the soft skills of the students started 'Certificate Course in Communicative English'.
- Innovation has been introduced to safeguard the health aspects of the students and worked out cheap replacement for the costly apparatus.
- A hands-on experience to the students regarding PCB Fabrication was given to the students.

### **6.3.3 Examination and Evaluation**

- Regular Unit Tests / Class tests are conducted. The questions are rigorously moderated so that they are at par with the University question papers.
- Projects/ Assignments are given to students on recent developments in respective subject in particular the topics covered in the syllabus.
- Semester End Test Examinations are conducted.
- Faculty members from Departments of Electronics, Chemistry, Microbiology, Zoology and Commerce have worked on Subject Examination Committees of our parent university and involved in moderation of University question papers.
- Physical Education Department conducts physical efficiency and medical tests of students.

### **6.3.4 Research and Development**

- The college has a Research Promotion Cell that constantly encourages and guides the teachers to apply for grants. It also motivates Non Ph.D. faculty members to upgrade their academic qualification.
- Research promotion cell keeps track of faculty members who have become eligible for registering as Ph.D. Guides as per university guidelines and encourages and guides them for the same. Three teachers have applied for registration as Research guides.
- Students are encouraged to perform mini- research projects at college level as part of internal assessment.
- Each year Avishkar Research Festival is organized at District, University and State levels to develop scientific temper and to inculcate research culture among students. In preparation of these events, the Research promotion Cell organizes College Level Avishkar Presentations of the

interested students. The best teams across various categories are then selected to represent the institution at district level.

- Research Promotion Cell is constantly making efforts to get recognition to more research laboratories for conducting research in various subjects and fields.
- The college encourages its faculty members to attend various symposia/conferences. A portion of the General Development Grant in XII plan has been earmarked towards attending conferences by the faculty members.
- 02 faculty members received Ph.D. from Parent University.
- Increased involvement of teachers in research and increase in the number of publications at national/ international level. This has motivated them to pursue further research.
- Central library has provided DOAJ online full text open source journals accessible through the library to the researchers.
- Central library also provide INFLIBNET/ONLINE facilities to researchers.

### **6.3.5 Library, ICT and physical infrastructure / instrumentation**

- The college has a well-stocked library having rich collection of reference Books, CD-ROMs, Video cassettes.
- Library – Reading hall: Computer for OPAC search. Can accommodate about 50 students. Internet is available free of cost for students and staff.
- For Xeroxing Photocopying centre is on the campus.
- It is also endowed with LIBMAN software facilitating quick accession.
- The library building also houses a Big Colour TV with DVDs.
- All science laboratories are ICT supported and are equipped with LCD projectors to facilitate the teaching - learning process.
- Seven well equipped science laboratories and an automated library with e- resources are some of the other pre-requisites which facilitate the process of teaching-learning.
- Other teaching-learning facilities include Language Laboratory, Computer laboratories and Network Resource Centre with Internet connectivity for students.
- Most of our departments have incorporated ICT in the regular teaching and learning process.
- Construction of indoor stadium, auditorium, computer centre and administrative building is on the verge of completion.
- New instruments have been added as per the requirement of the department.
- Department of Chemistry has developed a state-of-the art analytical instrumentation laboratory.
- Computer simulation software are used to enhance the understanding of basic concepts.

### **6.3.6 Human Resource Management**

- The college has organized Environment and Scientific Awareness programmes, English Communication skills programme to develop the available human resource.
- Mock Interview Competition is a regular feature to prepare students for Competitive Exams.
- Incentive is given to participate in NCC, NSS, Sports & cultural activities. Provide favorable environment for their professional growth.
- Memorial prizes and awards have been instituted for academic excellence.
- Science Association, Guidance cell for essay, debate, elocution, seminar, poster Competition, Commerce Association, zoological society have also been instituted. The college encourages and supports the teaching staff to attend the short term courses, refresher courses and orientation programmes of UGC Academic Staff Colleges. The departments organize visits to renowned institutions to study the good practices and updating subject related matters.

- During vacation and from time to time the faculty is given the training in the use of internet, computers, audio-visuals aids, multi-media etc. by in-house experts.
- College organizes 'Microteaching workshop' to enhance quality of teaching.

### **6.3.7 Faculty and Staff recruitment**

- Standard University procedure is followed.
- Recruitment as per college needs.
- Vacancy positions are communicated to the management by the Principal.
- The appointments of teachers are made as per the qualification prescribed by the UGC, reservation and service rules of Govt. of Maharashtra and approval of SGB Amravati University, Amravati.
- All government sanctioned posts are filled using the process recommended by the university and the government.
- Roster of reservation of seats are approved from the university and government.
- Obtain the NOC from the government for filling up the post.
- The appointments are made on the merit basis and in a transparent manner by management.
- Teaching posts are filled by inviting applications through advertising in national and local newspapers. The received applications are screened and scrutinized.
- The applicants are interviewed by the selection committee constituted by the parent university.
- With the permission of management and subject to the approval of university, the college appoints competent and qualified teachers as per regulations of UGC and State Government policies.
- The newly recruited teachers are gradually inducted into the college life by involving them in various committees and assignments.

### **6.3.8 Industry Interaction / Collaboration**

- Students from Post Graduate Department of Microbiology visited National Institute of Oceanography, Goa.
- Students from Departments of Microbiology, Zoology, Chemistry and Botany visited, Sugar manufacturing industry, Gunj, Tq. Mahgaon.
- The students of Departments of Electronics, Physics, Computer Science and Mathematics visited Omega Electronics and Science Park, Jaipur.

### **6.3.9 Admission of Students**

- Student admission strictly as per rules framed by government and university.
- The institution provides detailed information of admission procedure through college prospectus (along with the rules and regulation) of UG and PG. This ensures publicity for the admission seekers to various classes and courses.
- The complete admission process along with the schedule of form submission, display of merit lists, seat allocations, fee structure and admission policy is displayed on the college website as well as on the notice-boards in the main building and at prominent locations.
- Details regarding the admission process and the courses available in the college are also published on the institutional website [www.adarshamv.org](http://www.adarshamv.org)
- The detailed schedule of admission process is displayed on notice board of the college, with intimations of changes, if any, from time to time.
- The alumni of our college are occupying influential positions in the society. They promote the goodwill of the college and create positive impact about it in the society. They work like informal counselors to the prospective students. The institution forms a separate admission committee to ensure complete transparency in admission process. The committee prepares the detailed programme and schedule of admission procedure keeping in mind the reservation policy.

- The admission committee constituted for each faculty is entrusted with the responsibility of monitoring the complete admission process. A detailed allotment of seats to various categories is done as per reservation policy of the government.
- When the number of aspirants is far greater than the available seats, the criteria adopted for admission to science faculty are based on merit in general as well as reservation categories as per rules and regulations of State government and University received from time to time.
- If the seats remain vacant after third round, first come first served basis is used for admissions.
- The admission process works on first come first serve basis admitting the students on the availability of seats in Commerce and Arts faculties.

#### 6.4 Welfare schemes for

Teaching	Credit cooperative society*
Non-teaching	Credit cooperative society*
Students	<ol style="list-style-type: none"> <li>1. National Merit Scholarship</li> <li>2. State Government Open Merit Scholarship</li> <li>3. Government Public School Scholarship</li> <li>4. Talent Development Scholarship Maths And Physics</li> <li>5. State Government Open Merit Scholarship for Bright and Deserving Students Especially From Rural Areas.</li> <li>6. Merit Scholarship to Children's Of Primary and Secondary Teachers.</li> <li>7. Economically Backward Classes Scholarship</li> <li>8. Scholarship to Children's of Freedom Fighters.</li> <li>9. Scholarship For Handicapped Students</li> <li>10. G. O. I. Scholarship to Backward Class Students</li> </ol>

\*College itself does not have any loan facility. However, the employees' credit co-operative society may finance the loan. Apart from this, employees may avail loan from their PF accounts, nationalized banks and other credit co-operative societies on recommendations of the college. To avail loans from above sources, the applicant should be a confirmed employee.

#### 6.5 Total corpus fund generated

Nil

#### 6.6 Whether annual financial audit has been done



Yes

No

#### 6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	--	Yes	IQAC
Administrative	Yes	Senior auditor, Amravati division, Amravati and A.G., Nagpur	Yes	Tapdiya Chandana , Buthada and company, Wardha

#### 6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes

Yes

No

For PG Programmes

Yes

No

### 6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

- University has started online valuation for Science faculty.
- University has introduced semester pattern of teaching & examination in place of annual pattern.
- University has initiated the process to introduce choice based credit system at UG Level.
- University has initiated the process of decentralization of examinations.
- Valuation of semester I and semester II examination are conducted at institutional level. The valuation work at the college is completed within 15 days.
- The university has prescribed semester pattern for all UG programmes.
- Choice Based Credit System (CBCS) has been introduced at PG level.
- Internal assessment system has been introduced and is based on the performance in home assignments, projects, field or industry visits, seminars and internal test examination.
- Multiple Choice Questions (MCQs) are incorporated in B.Sc. question papers.
- Parent University has appointed a Coordinator for every college to solve the examination and evaluation related difficulties of students.

### 6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

- University Act provides for conferment of autonomy (as recognized by the UGC), to its affiliated colleges.
- College not applied for availing the autonomous status.

### 6.11 Activities and support from the Alumni Association

- Meeting of executive body of alumni association was arranged on 11.12.2017.
- Association has conducted online competitive examination for students at state level. 119 students are appeared for the said examination.

### 6.12 Activities and support from the Parent – Teacher Association

----- NIL -----

### 6.13 Development programmes for support staff

- Participation in various training programmes which are conducted by University.
- Participation in conferences, workshops and seminars.
- Microteaching workshop for teachers to develop teaching skill.
- Computer training for non-teaching staff.

### 6.14 Initiatives taken by the institution to make the campus eco-friendly

- Tree plantation
- Dumping the paper wastes in pits
- Collection of 'Nirmalya'(flowers, garlands and other waste material generated during Ganpati and DurgaUtsav in the city)
- Composting of 'Nirmalya' by Microbiological method.



## Criterion – VII

### **7. Innovations and Best Practices**

#### **7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.**

- Most of our departments have incorporated ICT in the regular teaching and learning.
- Incentive to meritorious students- Three students from each class (as per merit) are provided two extra B.Ts so that they can borrow extra books.
- The Certificate course in ‘Communicative English’ has been conducted to improve the soft skills of the students.
- The Practical Accountancy Classes have been conducted with the objective of exposing the commerce students to the practical accountancy.
- Developed skills regarding PCB preparation and fabrication among the students, with a view of self-employment after graduation.
- Various innovations have been introduced to safeguard the health aspects of the students and work out cheap replacements for the costly apparatus.
- Obtained online feedback from students and informed teachers accordingly.
- Internet facility provided for students
- Remedial coaching classes organised for SC/ST/OBC students.
- Promotion of co-curricular and extracurricular activities.
- Steps taken to promote research in the college.
- Visit to industries and research institutes organised for students to make them aware with scientific research carried out in reputed research institutes.
- Class room student seminars organised to develop self confidence among students
- To generate research interest among students, project assignments were given to students on latest developments in the subject.
- Installation of RO, UV water filters.
- Zoological/ Mathematical/Electronics microbiology society
- Research students working in college were encouraged and guided for participation in ‘Avishkar’ a research competition organised by government of Maharashtra at district, University and state level. Two research students of the college won university colour coat and reached to state level competition.

#### **7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year**

- 03 faculty members applied for recognition as Ph.D. supervisors.
- 01 Book published 01 book under process.
- As per our plan of action, construction of indoor stadium, auditorium and computer centre have been completed successfully.
- All the activities were carried out as per the plan of action.
- Water purifiers were installed
- As per our plan of action, internet facilities are provided to the students.
- Research publications with high impact factor
- Arranged remedial courses for slow learners and deprived classes.
- Attempts made to establish research collaborations.



### **7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)**

#### **BEST PRACTICE I**

##### **1. Title- Tutor-Guardian Scheme**

##### **2. Objective of Practices**

- To acclimatize new students to the campus life.
- To provide academic counselling.
- To enlighten the students on professional ethics and conduct.
- Providing emotional support to students on individual basis.
- Helping students overcome home sickness.
- Establishing rapport between Teachers, Students and Parents.
- Monitoring attendance and behavioural aspects of every student.

##### **3. The Context**

The tutor guardian scheme is an innovative concept brought in to promote overall development of the student by providing a calming effect. It is an attempt to create a favorable ecosystem for students. It is a win-win interaction. This scheme is unique among other student-centric schemes run by our college, in guaranteeing continuous, additional support to the students and also taking some burden off the parents thereby lessening their anxiety.

The tutor-guardian is expected to take up the responsibility of safeguarding and nurturing the students. The students are free to contact the tutor-guardian with a wide range of worries, including home and family relationships, depressions, anxiety and loneliness. Tutor-guardian keeps track of every student of his assigned group with respect to attendance, performance in academics, internal assessments and University examinations. He maintains other relevant information of the students. Tutor-Guardian works as a friend, philosopher and guide for these students. Thus, the Tutor-Guardian acts as a mentor to students and offers them emotional and academic support along with motivation.

##### **4. Details of Practice**

The college has introduced this scheme to facilitate one to one interaction of students with teachers. A group of about 40 to 45 students is placed under the care of one or two members of the teaching staff who act as tutor guardian and in addition, look after their needs and difficulties. The system provides close monitoring of students. The tutor guardian meets the students as frequently as possible to guide and help them in different ways.

To initiate this programme at college level, all admitted students have been grouped into three main streams i. e. Arts, Commerce and Science. They are further grouped in smaller batches. Each batch is then assigned to a teacher of that stream. In 2017-18, total 1279 students became part of this scheme. Out of this, 484 students were from Arts stream, 382 students were from Commerce stream and 413 students were from Science stream. 05 teachers from Arts, 15 teachers from Science, and 05 teachers from Commerce faculty have been assigned the role of tutor-guardian. The registration forms were made available in the library for easy access. During conduction of the scheme, tutor guardian teachers are directed to get registration forms filled from students. At the commencement of meeting, all students were encouraged to discuss their difficulties or problems (Financial, teaching-learning, personaletc.) during the academic session. Tutor-guardians encouraged the students to participate in co-curricular and extracurricular activities. Feedback was given to parents wherever necessary. Tutor-guardians conducted at least two meetings with students per academic session and submitted report of these meetings. The reports of the tutor-guardians were compiled and deliberated upon by the committee. The suggestions received were then put up before the Principal who then made necessary arrangements for their implementation.

## **5. Evidence of Success**

1. At the year end, most of the tutor-guardians have reported enthusiastic participation of students in this scheme.
2. Some students gradually opened up and started discussing their issues with tutor-guardians.
3. Success of the scheme is also exemplified by successful implementation of following actions:
  - New common room for ladies.
  - Lunch break allotted in the time table.
  - The number of R.O. water purifiers has been increased to 05.
  - Discussion sessions have been conducted for NET /SET and other competitive exams.
  - On-campus canteen facility has been provided.
  - Internet facility at departmental level and separate terminals for students at the Library.
  - Some tutor-guardians have motivated discontinued students to take re-admission which has resulted in successful completion of their education.

- A separate discussion session has been conducted for final year students about different opportunities regarding their higher studies resulting in improvement in progression to higher education.

## **6. Problems observed:**

1. Many of the rural students are extremely shy and do not share their difficulties in front of other students. A few students did not take part in the activity even after repeated invitations.
2. Few of the problems cited by students are beyond the control of college authorities.

## **BEST PRACTICE II**

### **1. Title- Biodiversity Awareness and Conservation Initiative**

#### **2. Objective of Practices**

- To make the college campus green and biodiversity-rich.
- To increase awareness of students regarding local biodiversity.
- To increase holistic understanding of the inter-relationship of organisms among students.
- To increase the knowledge of students about traditional uses of local biodiversity.
- To provide hands-on experience to students with respect to biodiversity conservation.
- To reduce pollution and maintain ecological balance.

#### **3. The Context**

- Campus landscape is an important part of campus life because it is regarded as a physical manifestation of the value of a college. Interaction with greenery can be beneficial for human stress reduction, emotional states, and improved cognitive function.
- Floral and faunal diversity has the potential to offer students and staff members solace from stress of daily life through the beauty and serenity of fragrant flowers, colorful butterflies, natural sounds from birds and ample sunshine. It can, therefore, be expected that college students would benefit from greenery and diverse life forms in the college campus.
- Due to new constructions like indoor sports complex and auditorium the green cover in college campus had reduced drastically. To improve this situation and provide more green spaces in college campus for students as well as staff

members to unwind, relax and study large scale efforts were taken for tree plantation and biodiversity conservation.

- The Biodiversity Awareness and Conservation Initiative endeavours to extend learning beyond the lecture to develop responsible attitudes and commitment to the environment, both at home in the wider community.

#### **4. Details of Practice**

- The task of making the campus green and conserve biodiversity was implemented through NSS, NCC, Environmental club, Department of Botany and Department of Zoology.
- A tree plantation drive was organized for the entire campus. In this drive each faculty member and some students adopted one tree. They took care of their adopted trees throughout year. Some faculty members and students also planted saplings on their birthdays.
- Enrichment of the Botanical garden with new plants was undertaken by the students. The plants were selected on the basis of their medicinal value, ability to support pollinator insects and aesthetic value.
- On World Sparrow Day, students prepared artificial bird nests and installed them in the campus.
- Nirmalya was collected from the town during Ganesh Festival and it was used for preparation of compost by the students.
- Data collection and recording of butterfly and birds species was done.
- World wildlife week was celebrated in the first week of October. Various activities like guest lectures, poster presentations and rangoli and quiz competitions were conducted.

#### **5. Evidence of Success**

- Number of trees on college campus has increased. The Botanical Garden is now home to more than 150 different plants.
- The number of students involved in biodiversity conservation has increased. Some students from Department of Zoology have started conducting survey of the area to document avifauna of the tehsil.
- Students have reported an increase in number of butterflies visiting the campus.
- Birds like Green Bee Eater, House Sparrow, House Swift, Crow Pheasant, Yellow-footed Green Pigeon, Purple Sunbird etc. have been observed.

#### **6. Problems observed**

- During summer the maintenance of the garden becomes a serious challenge due to water shortage.

- Many students commute daily from nearby villages. This consumes a lot of their time and energy limiting their participation in survey work.

In addition to above best practices we also follow following best practices-

- Organization of regional level seminars/ workshop, elocution competitions.
- Transparency in recruitments and financial matters
- Active participation of students in youth festival and cultural activities
- Campus monitoring
- Health centre with 12-station multi gym facility
- Library and office automation
- Complaint box for girls
- Mock interview competition
- Microteaching workshop for teachers
- Blood donation Camp.
- Blood group detection camp
- Career and counselling cell.
- Dress code / Uniform for the students.
- Feedback Mechanism.
- ICT and IT enabled services.
- “Damini” Club for Gender sensitization
- Commerce Week celebration.
- Tutor- Guardian scheme to make proper co-ordination among parents, students and teachers.
- Free Bacteriological Water Analysis Service
- Free soil Testing facility

#### 7.4 Contribution to environmental awareness / protection

- Tree plantation
- Enrichment of Botanical Garden.
- Preparation of Checklist of Bird and Butterfly species.
- Installation of Artificial Bird Nests on World Sparrow Day
- Composting of Nirmalya.
- Spreading awareness about the use of biofertilizers
- Eradication of Parthenium Weed (Congress grass /GajarGhaas).
- For developing ecological consciousness amongst students a wide range of activities such as poster exhibitions, field visits, and seminars are undertaken by the college.

7.5 Whether environmental audit was conducted? Yes

No



## 7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

### Strengths of the Institution

- Well-equipped Science Laboratories.
- Three recognized laboratories for research purpose.
- Good response to PG courses
- Enriched library and book bank scheme for students.

### Identified weaknesses

- Narrow range of offered courses at PG level
- Lack of consultancy services
- Since the college is situated in the rural area, most of the students are coming from the surrounding villages. Due to this the students are lacking in communication skills.

### Identified Opportunities

- Scope for introducing post-graduation courses in various subjects.
- Scope for collaborations with academic and social organisations
- Scope for strengthening research activity.

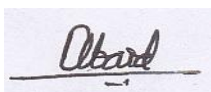
### Identified challenges

- It is challenge for the college to decrease the dropout rate by taking all out efforts.
- To provide job opportunities for the graduating students.

## 8. Plans of institution for next year

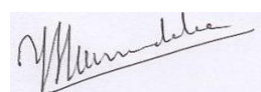
- To start new programmes at UG and PG level.
- To organize zonal sports matches.
- To organise conferences, workshops and seminars.
- To establish more collaborations with academic and social organizations
- To improve research and development
- To take steps to improve dropout rate.
- To establish central instrumentation cell for optimum use of resources

Name - Dr. S. O. Qureshi



Signature of the Coordinator, IQAC

Name - Dr. Y. B. Gandole



Signature of the Chairperson, IQAC



**Adarsha Science, J. B. Arts and Birla Commerce Mahavidyalaya,  
Dhamangaon Rly.**

**Report on Student's Feedback (2017-2018)**

**Introduction**

Teaching and learning is a two way process involving a teacher and the student. It is well known that for effective teaching, student's feedback plays a very important role. While delivering a lecture in the class, every teacher would like to know to what extent the students are able to understand the subject from face reading and also by asking questions. Students are the best judges of their teachers. A teacher can be judged in terms of certain fundamental traits (criteria) like,

- 1) **Preparation for the lecture,**
- 2) **Punctuality,**
- 3) **Conceptual Clarity,**
- 4) **Ability to generate interest in the subject,**
- 5) **Encouragement to raise questions,**
- 6) **Communication skills,**
- 7) **Commitment to students,**
- 8) **Accessibility of the teacher to solve difficulties and**
- 9) **Overall rating.**

**Methodology**

With the objective of knowing the opinion of our students about teachers (faculty), a questionnaire was framed involving above cited criteria. In addition to these criteria, some questions were also set to test the integrity of the respondent to obtain a response as realistic as possible. To get unambiguous response, each question (questionnaire is enclosed) was set with four alternatives (like very good, good, satisfactory and unsatisfactory) and the student was asked to mark the most appropriate option in his/her opinion. Since our college is located in rural area and the medium of instruction in Arts and Commerce faculties is Marathi (Regional language) the questionnaire was translated in Marathi (copy is enclosed). Further, to get unbiased feedback, we conducted **Online Students Feedback Activity** in the faculties of Arts, Commerce and Science without any prior notice. Later on, the data was statistically analyzed to obtain the teacher profile in each faculty as well as the overall profile of the college. Copies of the data sheets were provided to each teacher for introspection and to take corrective measures wherever required.

**Results and Discussion**

Data regarding % Respondents in the range of 0- 19%, 20- 39%, 40- 59%, 60- 79% and 80- 100% and the number of teachers in these ranges in Science, Commerce and Arts Faculties are presented underdetailed report in

Table 1,2 and 3 respectively. To get overall profile of the college, the data of all faculties have been consolidated as shown in Table 4. Important observations from Table 4 are as under:

**1) Criterion I: -Preparation for the lecture**

80 -100% of the respondents are of the opinion that 11(39.2%) teachers come in the class with excellent (thorough) preparation of the lecture. 53.3% teachers prepare excellently for the lecture according to 60-79% respondents. However, <19% students are of the view that the lecture preparation of all the teachers is unsatisfactory.

**2) Criterion II: - Punctuality**

Analysis of the feedback data indicates that large number of students (60-100 %) feel that teachers are sincere,punctual and committed to serve education.However,<19% students rated all the teachers as unsatisfactory on account of punctuality.

**3) Criterion III: Conceptual Clarity**

Data reveals that 7(25)% teachers have been rated as having excellent conceptual clarity by 80 -100% respondent whereas11( 39.2%) teachers have excellent subject knowledge according to 60–79% respondents. However,<19% students think that the subject knowledge of all teachers is unsatisfactory.

**4) Criterion IV: - Ability to generate interest in the subject**

Majority of the students think that teachers have excellent to satisfactory ability to generate interest in the subject. Less than 19 % respondents feel that the ability of teachers to generate interest in the subject is unsatisfactory.

**5) Criterion V: - Encouragement to raise questions**

This survey reveals that 13(46.4%) teachers encourage to raise the questions always according to 60 -79% respondents. Only less than 19 % students are of the opinion that the teachers never encourage to raise the questions.

**6) Criterion VI: -Communication skills**

According to 40-59% students, 12(42.8%) teachers communicate the subject excellently whereas few respondents (<19%) feel that the teachers are ineffective in communicating the subject.

**7) Criterion VII: - Commitment to students**

Data indicates that majority of teachers are committed to students. Only a small minority of students (<19%) think that all the teachers are not committed to students.

**8) Criterion VIII: Accessibility of the teacher to solve difficulties**

In this respect the opinion is quite divided but a majority of students have reported excellent to satisfactory accessibility of the teachers outside the class. However, as in the above cases, only <19 % students report that the accessibility is not satisfactory.

**9) Criterion IX: Overall rating of the teachers**

In response to overall rating of teachers, it was observed that 7(25%) teachers have been rated as excellent by 80 - 100% students. In the range of, 20 -39 % of respondents,16 (57.1%) of the teachers are rated as good teachers. In general, less than 19 % of the respondents have expressed the view that all the teachers are unsatisfactory in overall rating.

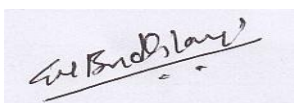
**Conclusion**



Students feedback analysis for the year 2017-2018 indicates that majority of the students (>80%) are satisfied with the faculty and have rated the faculty from excellent to satisfactory. Only a very small section of the students (<19 %) appears to be unsatisfied with the faculty.

#### **Acknowledgement**

As a convener of the student feedback committee, I am thankful to Hon'ble Principal, Dr. Y.B. Gandole for encouragement and the committee members, Shri S.A. Rodge, Shri. V.A. Sadafale, Shri. S.T. Pendam, Shri. S.P. Patil, Shri. J.G. Barulkar, Shri. R.R. Dahake, Shri. G.S. Mendhe, Shri. A.B. Band, Dr. N.K. Nagpure and Dr. Ku.M.V. Mawle for their cooperation in data collection and analysis. Also, I am thankful to all the faculty members for their cooperation in data collection. Last but not least, I appreciate the active participation of students in this activity.



**(Dr. G.N. Budhlani)**

**Convener, Students' Feedback Committee**

## Academic calendar 2017-18

S.No.	Session	From	To
1	First Session	12 June 2017	14 Oct. 2017
2	Winter Vacation	16 Oct. 2017	04 Nov. 2017
3	First Session (Remaining)	06 Nov. 2017	09 Dec. 2017
4	Second Session	11Dec. 2017	28 April 2018
5	Summer Vacation	30Apr. 2018	09 June 2018

Categorization	Number of weeks (6 day a week pattern)		
	First session	Second session	Total
Teaching & Learning process	15 week = 90 days	15.4 week= 94 days	30.4 week= 184 days
Admissions / Examinations	3 week= 18 days	7 week= 42 days	10 week= 60 days
Vacation	3 week= 18 days	6 week= 36 days	9 week= 54 days
Public Holidays	1 week= 6 days	1.2 week= 8 days	2.2 week= 14 days
<b>Total</b>	22 week = 132 days	30 week= 180 days	52 week= 312 days

Note: 0.1 week means 01 day and 01 week means 06 days

## Proposed Schedule of Academic Events 2017-18

S. N.	Proposed activity	Proposed Schedule
1	Meeting with staff members	12 <sup>th</sup> June 2017
2	IQAC meeting	One meeting in a month
3	Time table	20 <sup>th</sup> June 2017
4	Admissions ( First year)	13 <sup>th</sup> June 2017 to 30 <sup>th</sup> June 2017
5	Student interaction	Third week of July, 2017
6	Departmental Annual Calendar	20 <sup>th</sup> June 2017
7	College campus beautification & Tree plantation	15 <sup>th</sup> June 2017 to Nov. 2017
8	NSS camp	Dec. 2017 last week
9	Youth Festival and blood donation camp	12 <sup>th</sup> and 13 <sup>th</sup> Jan. 2018
10	Republic day organization	25 <sup>th</sup> and 26 <sup>th</sup> Jan. 2018
11	Organization of workshops	4 – 5 workshops throughout the year
12	Student Seminar	In the month of January, 2018
13	Mock interviews	2 <sup>nd</sup> week of January, 2018
14	Alumni meeting	2 <sup>nd</sup> week of December, 2018
15	Parents meeting	3 <sup>rd</sup> week of December, 2018