KASEGAON EDUCATION SOCIETY'S

ARTS AND COMMERCE COLLEGE, ASHTA

TAL-WALWA, DIST-SANGLI, PIN- 416301, PH- 02342-242032

(RE-ACCREDITED BY NAAC WITH 'B+' GRADE, YEAR 2018)

INTERNAL QUALITY ASSURANCE CELL
(IQAC)

SUBMISSION OF ANNUAL QUALITY ASSURANCE REPORT (AQAR)

FOR

2017-18

राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

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

Kasegaon Education Society's

Arts & Commerce College, Ashta

Tal-Walwa Dist-Sangli **(Maharashtra)**

☎ -（02342） 242032,

• Email – san.acashta@gmail.com, ast87.cl@unishivaji.ac.in

•Web site-www.aaccashta.org

∗College Registration No.UKF/5065/112331/U Date-29-9-1965

∗ Permanent Affiliation No.AFFI/T-2/F-42/2352 Dt.15/6/2002

∗ Junior College Registration No.HSC.1074.R.I.Dated-8/8/1974

∗ Junior College Code No.J.22.11.002   W-14

∗ **Reaccredited by NAAC B**

Principal

Dr.Vilas Ganapati Kale

M.A. M. Phil. Ph. D.

Cell - 08087302096

Ref.No. ACCA/F. 37/ 532 /2018-2019   **Date - 29/12/ 2018**

To,

The Director

NAAC, Banglore

Subject – AQAR Report   2017-18

Dear Sir,

I am sending herewith the Annual Quality Assurance Report of our college for the academic year 2017-18. Scanned copies of the necessary annexures are attached herewith. Kindly accept the report.

Thanking You,

Principal

Arts & Commerce College, Ashta

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

AQAR for the year *(for example 2013-14)*

2017 - 18

1. Details of the Institution

1.1 Name of the Institution

Kasegaon Education Society's, Arts and Commerce College, Ashta.

1.2 Address Line 1

Dudhgaon Road, A/P- Ashta, Tal. Walwa, Dist. Sangli – 416301.

Address Line 2

Dudhgaon Road, A/P- Ashta, Tal. Walwa, Dist. Sangli – 416301.

City/Town

ASHTA

State

MAHARASHTRA

Pin Code

416301

Institution e-mail address

san.acashta@gmail.com ast87.cl@unishivaji.ac.in

Contact Nos.

02342-242032,

Name of the Head of the Institution:

Prin. Dr. Vilas Ganpati Kale

Tel. No. with STD Code:

02342-242032

Mobile:

08087302096

Name of the IQAC Co-ordinator:

> Mr. Rajendra Ashok Pradhan,
> Assistant Professor

Mobile:

> 09420677720

IQAC e-mail address:

> san.accashta@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

> MHCOGN10877

OR

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)

> EC(SC)/32/RAR/MHCOGN10877, date – 26 September, 2018

1.5 Website address:

> www.aaccashta.org

Web-link of the AQAR:

> www.aaccashta.org/AQAR2017-18.doc

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	--	2004	2004-2009
2	2nd Cycle	B	2.45	2011	2011-2016
3	3rd Cycle	B+	2.57	2018	2018-2023
4	4th Cycle	----	----	----	----

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

> 12/07/2004

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

> No AQAR has been submitted to NAAC after the latest Assessment and Accreditation in August 2018.

1.9 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 [ ]

1.10 Type of Faculty/Programme

      Arts [√]   Science [ ]   Commerce [√]   Law [ ]   PEI (Phys Edu) [ ]

      TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

      Others   (Specify) | .Computer Science – B.C.A. |

1.11 Name of the Affiliating University *(for the Colleges)* | Shivaji University, Kolhapur. |

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

   Autonomy by State/Central Govt. / University | Nil |

     University with Potential for Excellence | --------- | UGC-CPE | ---------- |

   DST Star Scheme | --------- | UGC-CE | --------- |

   UGC-Special Assistance Programme | -------- | DST-FIST | --------- |

   UGC-Innovative PG programmes | ---------- | Any other *(Specify)* | -------- |

   UGC-COP Programmes | ---------- |

2. IQAC Composition and Activities

2.1 No. of Teachers

| 7 |

2.2 No. of Administrative/Technical staff

| 1 |

2.3 No. of students

| 1 |

2.4 No. of Management representatives

| 2 |

2.5 No. of Alumni

| 1 |

2. 6 No. of any other stakeholder and

community representatives

| 1 |

2.7 No. of Employers/ Industrialists

| 1 |

2.8 No. of other External Experts

| ---- |

2.9 Total No. of members

| 14 |

2.10 No. of IQAC meetings held

| 03 |

2.11 No. of meetings with various stakeholder | 4 | Faculty | 2 |

Non-Teaching Staff | 2 | Students | 2 | Alumni | 2 | Others | ---- |

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

If yes, mention the amount | ---- |

2.13 Seminars and Conferences (only quality related)

| Nil |

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

Total Nos. | --- | International | --- | National | --- | State | --- | Institution Level | 2 |

(ii) Themes | Teaching Learning, Women Empowerment |

2.14 Significant Activities and contributions made by IQAC

- Blood Donation, Tree Plantation, AIDs awareness Ralley organized.

- IQAC motivated the faculty and non-teaching staff for achievement & quality enhancement by undertaking different activities.

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
1) Preparation of Academic calendar 2) Formation of various committees	Various activities have been conducted as mentioned in Academic Calendar by the various committees

Attach the Academic Calendar of the year as Annexure. – Annexure – I

2.16 Whether the AQAR was placed in statutory body   Yes √   No ☐

Management √   Syndicate ☐   Any other body ☐

Provide the details of the action taken

1) The members of the management provided the institution further guidelines for quality enhancement.
2) They motivated the faculty to undertake research.
3) A rigorous Financial Audit is done by management.

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	--------	--------	--------	--------
PG	5	--------	--------	--------
UG	7	--------	--------	--------
PG Diploma	-------	--------	--------	--------
Advanced Diploma	--------	--------	--------	--------
Diploma	--------	--------	--------	--------
Certificate	--------	--------	--------	5
Others	--------	--------	--------	--------
Total	12		--------	5

Interdisciplinary	3	--------	--------	--------
Innovative	--------	--------	--------	--------

1.2 (i) Flexibility of the Curriculum: : CBCS [5-PG] +[7-UG] /Core/Elective option [5-UG] / Open options
    (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	---
Annual	5

1.3 Feedback from stakeholders*   Alumni [√]   Parents [√]   Employers [ ]   Students [√]
    (On all aspects)

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

Please provide an analysis of the feedback in the Annexure - Annexure - II

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

> Every three years, University and the Board of Studies revise and modify the syllabus. Syllabi have been kept up to date to meet the challenges of the modern world. The college faculty who are members of BOS (University and Autonomous Colleges) contribute significantly in this process.

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

> Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others CHB
14	07	06	01	13

2.2 No. of permanent faculty with Ph.D.

07

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

Asst. Professors		Associate Professors		Professors		Others CHB		Total	
R	V	R	V	R	V	R	V	R	V
--	04	--	--	--	--	13	--	13	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

31

31

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	University/ State level
Attended	4	19	24
Presented papers	2	10	--
Resource Persons			6

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

Teaching with Power Point presentation, Use of Computer, Internet CDs, Use of Pen Drive, Projector, LCD, etc., Study tour, Field Survey

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

198

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

Unit Test, Oral, Project, Report writing, Seminar, Exam Reforms by University, Group Discussion.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

3

3

3

2.10 Average percentage of attendance of students

88

2.11 Course/ Programme wise distribution of pass percentage :

Ledger sheet of the Results for the following programmes is not received from Shivaji University. Therefore we are unable to provide the result analysis at this moment. However, the result analysis will be done and the records will be maintained and put on the college website as soon as the ledger sheet is available.

Title of the Programme	Total no. of students appeared		Division				
	Appeared	Passed	Distinction %	I %	II %	III %	Pass %
B.A. I							
B.A II							
B.A.III							
B.Com I							
B.Com II							
B.Com III							
B.C.A. I							
B.C.A.II							
B.C.A.III							
M.A.							
M.Com.							

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

1. IQAC members share their experiences with the faculty and administrative staff.

2. Guest lectures in various fields were organised on different subjects.

3. New methods of teaching and learning are used.

4. Teachers are encouraged to attend seminars and workshops on their relevant topics as well as teaching-learning methods.

5. The record is maintained in the form of Academic Diary which is verified by the principal at the end of every month.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	02
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	23
Others	-

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	17	02	--	--
Technical Staff	--	--	--	01

Criterion – III

3. Research, Consultancy and Extension

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

1) To inculcate the climate of research, college has constituted a research committee. The main objective of the committee is to encourage the faculty and the students to undertake the research projects.
2) The committee also motivates the faculty to attend state, national, international level seminars & conferences.
3) The committee shares the information about the proposed conferences, seminars and workshops etc. among the staff.
4) It encourages teachers to undertake major or minor research project sponsored by UGC.
5) The committee encourages the teachers to prepare and present research papers at state, national, international level seminars, conferences.
6) It also stimulates the teachers for paper publication and book writing.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	2	--	--
Outlay in Rs. Lakhs	--	140000	--	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	15	--	--
Non-Peer Review Journals	--	03	--
e-Journals	-	--	--
Conference proceedings	--	--	--

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 organizations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	---	----	-----	----
Minor Projects	--	--	--	--
Interdisciplinary Projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University/ College	----	----	----	----
Students research projects *(other than compulsory by the University)*	----	----	----	----
Any other(Specify)	----	----	----	----
Total	**----**	**----**	**---**	**---**

3.7 No. of books published   i) With ISBN No. [--]   Chapters in Edited Books [3]

ii) Without ISBN No. [--]

3.8 No. of University Departments receiving funds from

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 [Nil]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--				3
Sponsoring Agencies	--				Lead College SUK

3.12 No. of faculty served as experts, chairpersons or resource persons [04]

3.13 No. of collaborations   International [—]   National [—]   Any other [---]

3.14 No. of linkages created during this year [Nil]

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

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialized	Applied	--
	Granted	--

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
1	--	--	--	1	--	--

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

03

11

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

02

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:

University level 24   State level 2

National level 1   International level --

3.22 No. of students participated in NCC events:

University level --   State level 36

National level 12   International level --

3.23 No. Of Awards won in NSS:

University level --   State level --

National level --   International level --

3.24 No. Of Awards won in NCC:

University level --   State level --

National level --   International level --

3.25   No. of Extension activities organized

University forum --   College forum --

NCC　| 05 |　　NSS　| 06 |　　Any other　| -- |

3.26　　Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility
- Candle March to stop Female Infanticide.
- Cleanliness, and AIDS Awareness and Prohibition.
- Created social awareness in the Village Gatadwadi about the many social issues, Women's Health.

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	40 Acres	-	-	40 Acres
Class rooms	24	-	-	24
Laboratories	3	-	-	3
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	-.	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	–	176824	UGC	
Others	–	–	–	–

4.2 Computerization of administration and library

> 1) Computerization of Administrative Office – The administrative staff is trained to handle and maintain efficiently the records through the use of computers. A commercial software package 'Office Automation' developed by RIT, Islampur, a sister concern, is being used.
> 2) Computerization of Library – Library activities were recorded online and the barcode system is applied to the newly borrowed books. A commercial software package 'Easy and Useful' is being used.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13856	914901	4228	3378	18084	918279
Reference Books	31136	2414993	450	175197	31586	2590190
e-Books	-	-	-	-	-	-
Journals	52	42189	-	-	52	42189
e-Journals	-	-	1	-	1	-
Digital Database	-	-	-	-	-	-
CD & Video	270	20171	-	-	270	20171
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	67	2	3	2	1	1	5	1
Added	-	-	--	--	-	-	-	-
Total	67	2	3	2	1	1	5	1

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

> The students and teachers have an access to Broadband internet facility. The BCA Department and Department of Geography also provide internet facility and Wi-Fi

4.6 Amount spent on maintenance in lakhs :

i) ICT   90401

ii) Campus Infrastructure and facilities   333695

iii) Equipments   176824

iv) Others   52306

Total :   653226

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Representation of students in various committees.
- Display of information through the notice board.
- Guidance and counselling for the students.
- Grievances redress mechanism.
- Sexual harassment prevention and anti-ragging committee.
- Updating the information of support services in the prospectus.
- Receiving the feedback from the students on the utility of support services.
- Assigning convener to each type of support service.
- Provide guidance to the needy students.

5.2 Efforts made by the institution for tracking the progression

- Grievance redress cell (Suggestion / Complaint box)
- Updating Office record
- Keeping track of quantitative and qualitative growth of students.
- Result analysis by teachers and thorough record of exam performance of the students
- The presentation of students in curricular, co-curricular, extra-curricular, extension activities such as annual social gathering, youth festivals, Avishkar ceremony etc.
- Review of the overall activities of student progression is given in the annual college magazine 'Lahar'.
- Started Banking and Other Competitive Examination Certificate Courses.
- Computer with internet access made available free of cost.
- E-books, e-journals, sample question papers are made available.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others	Total
902	199	---	---	1101

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

Men

No.	%
555	50.40

Women

No.	%
546	49.59

	2016-17 Last Year								2017-18 This Year							
General	SC	ST	OBC	NT	SBC	Physically Challenged	Total	General	SC	ST	OBC	NT	SBC	Physically Challenged	Total
663	143	1	124	131	21	--	1083	690	144	1	123	120	23	---	1101

Demand ratio -

    1) B.A. – 130.90 %

    2) B.Com. – 99.16 %

    3) B.C.A. – 25 %

Dropout ratio –

    1) B.A. – 6.92 %

    2) B.Com. – 5.21 %

    3) B.C.A. – 00 %

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

The college has an MOU with Netaji Spardha Pariksha Prabodhini, Ashta since last 20 years. This academy carried out the following activities:

i) Nearly 110 lectures of one & half hour duration are arranged in the academic year.

ii) Decent Class room, reading room, with different reference books and periodicals as well as seminar hall for group discussion are provided.

iii) Internet facilities are provided.

iv) Expert lecturers are invited to teach different subjects.

v) Experts prepare the students for MPSC/UPSC/ Staff selection & other competitive exams held in Nationalized banks, Police Department etc.

vi) Competitive examination books are available in the library.

   In addition to the above mentioned activities, college separately undertakes the following activities:

i) Experts from different areas are invited.

ii) Guidance regarding Avenues of employment

iii) Interview techniques and Career based counselling

iv) The employment guidance cell provides guidance to the students by arranging the lectures of the faculty in the college on different aspects.

No. of students beneficiaries   140

5.5 No. of students qualified in these examinations

NET ----   SET/SLET ----   GATE ----   CAT ----

IAS/IPS etc ----   State PSC ----   UPSC ----   Others 4

5.6 Details of student counselling and career guidance

For student counselling & career guidance eminent resource persons like BDO, Tahasildar, STO, PSI, CO. Dy.C.E.O.(Z.P) etc. are invited to deliver speeches at our Career Guidance Cell.

No. of students benefitted   220

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL			

5.8 Details of gender sensitization programmes –

The college executed "SAFETY OF WOMEN" campaign advocated by State Govt. as per the guidelines different activities related to gender sensitization were carried out. They are enlisted as follows.

- Organized one day college level workshop on "Law Awareness Programme''for women and 'Cyber Law'.
- Students and the staff pledged against female foeticide.
- At college levels following competitions were organized with the purpose of gender awareness.
- Campaign competition.- 1. Elocution Competition 2. Rangoli drawing. 3. Poster Exhibition
- NCC and NSS worked as a motivational force for girl students.
- Guest lectures were organized on the topics like Laws for Women.
- Candle March was organized to spread awareness about the wrong social system of Female infanticide.

5.9 Students Activities

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

State/ University level   **50**   National level   **--**   International level   **--**

No. of students participated in cultural events

State/ University level   **15**   National level   **--**   International level   **--**

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

Sports: State/ University level   **14**   National level   **--**   International level   **--**

Cultural: State/ University level   **1**   National level   **--**   International level   **--**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution (SA Fund)	08	4260
Financial support from government	301	1395452
Financial support from other sources	--	--
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 | --- |

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 – We strive to make the students from rural area competent enough in all respects such as educational, rational, social, technological and economical etc. through excellence in academic and value based education.

Mission – We strive to create humane society of rational, patriotic, secular, highly educated students with indomitable spirit, perseverance, dignity of work, research aptitude, who would be competent to meet the challenges of life in ever changing scenario and contribute in development of nation.

6.2 Does the Institution has a management Information System

Yes, the Institution has a management Information System.

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

6.3.1 Curriculum Development

As our institution is affiliated to Shivaji University, no curriculum is developed independently. However, three of our faculty members have been actively engaged in University Curriculum Development through B.O.S. They are as follows –
1) Dr. Patil A. B.   – Member, B.O.S. (Geography)
2) Dr. Mane B.K.   – Member, B.O.S. (Business Economics)
3) Dr. Mane B.K.   – Member, B.O.S. (Business Economics) D G College of Commerce, Satara
4) Dr. Mohite P. V. – Member, B.O.S. (Accountancy) D G College of Commerce, Satara
5) Dr. Mohite P. V. – Member, B.O.S. (Financial Management) CSIBER, Kolhapur.
6) Dr. Mohite P. V. – Member, B.O.S. (Taxation) CSIBER, Kolhapur.
7) Dr. Mohite P. V. – Member, Editorial Board Journal of Innovative Practices in Management (JIPM)
In addition to this some of our faculty worked on the syllabus sub-committees of various subjects and participated as Resource person in workshops on revised syllabi.

6.3.2 Teaching and Learning

1) Teaching plan is prepared and implemented by the faculty. The Principal monitors the implementation of this teaching plan.
2) Academic calendar is prepared at the beginning of the academic year and followed throughout the year.
3) Extra classes for slow learners have been engaged.
4) Personal guidance to advanced learners is extended.
5) Various U.G.C. courses for development of students have been taken e.g. C.O.C. etc.
   Students use library facility for the reference books and other text books.
6) There is also a facility of reading room for students along with internet equipped computers.

6.3.3 Examination and Evaluation

University has laid down semester system for examinations of U.G. and P.G. courses. For under graduate students seminars, projects and oral are scheduled for 10 marks in the first semester and 10 marks in the second semester as a part of internal evaluation. Examinations are conducted by college itself. Assessment of first year degree courses is done at college level by respective teachers and remaining by the exam department, Shivaji University, Kolhapur at allotted CAP centres. For P.G. level, the project work, seminar, oral tests and assignments from the students are carried out for 20 marks in each semester as a part of internal evaluation. This process of evaluation is transparent and if a student has any doubt about evaluation, he/she can take photocopy of his/her answer sheet and apply for revaluation of the same.

6.3.4 Research and Development

There is research committee in the college which motivates all the teachers to write research papers, to attend international, national and state and university level Conferences, Seminars and Workshops. There is AVISHKAR committee (Research cell) for students and teachers. Our students consistently participate in Avishkar competition organized by the university and also won the awards.

1) Research – Ph.D. On-going- 2.
2) Ph.D. awarded under the guidance of faculty – 02.
3) Papers published – Peer reviewed – 15, Non-Peer reviewed – 1.
4) Papers presented in conferences/seminars – International – 02, National –10, State–01.
5) Sessions chaired – International – Nil, National – Nil, State – 6.
6) Member of organising committee – 05.
7) SIM writing – chapters – 1.
8) Editing of books-SIM – 02.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library – We have a separate building for library. Thousands of books on various subjects including competitive examinations are available. There is a facility of computerized barcode system and network resource centre. Effective Audio- visual facility is also available in the college. GPS equipment was purchased for Geography department.

6.3.6 Human Resource Management

The college has to manage a variety of human resource including teaching faculty, administrative staff, technical staff and support staff. There are different government regulations and norms for recruiting these staff. The college follows all these regulations and norms. Recruited staff is motivated to acquire and strengthen the skills and capabilities through attending seminars, workshops, conferences, training program etc.

6.3.7 Faculty and Staff recruitment

All the teaching and non-teaching staff is recruited according to the rules and regulations of government. There are 14 permanent faculty members including the principal and 13 C.H.B. teachers . (Principal – 1, Associate Prof. – 06, Assistant Prof. – 07, Physical Director – 1, Librarian – 1) Non-teaching staff is 17 (Head clerk- 1, Senior clerks– 2, Library clerk – 1, Junior clerks – 3, Library Attendant – 4 & Peon – 5, Lab Assistant (B.C.A. – 1))

6.3.8 Industry Interaction / Collaboration

The college has an interaction with *Rajarambapu Shikshan va Udyog Samuh*

6.3.9 Admission of Students

Admissions are open for all the eligible students according to the rules and regulations of Govt., UGC, and University.

6.4 Welfare schemes for

Teaching	Teaching and non-teaching staff is financially supported by KES Employee's Cooperative Credit Society, Kasegaon.
Non teaching	
Students	Economically backward students are helped through 'Students Aid Fund' Scheme.

6.5 Total corpus fund generated   2,10,000

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	NO	Yes	Kasegaon Education Society, Kasegaon
Administrative	No		Yes	

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 provides the examination schedule and question papers to the affiliated colleges. The colleges then conduct the respective examinations. The examinations are conducted according to semester pattern for all the UG and PG programmes. B.A.-I/B.Com.-I./B.C.A.- I answer papers are assessed at college level by the teachers of the same college. At graduate level, for B.A.-III, B.Com III 10 marks are allotted for seminar, field work, excursion tour, project or oral. At P.G. level 20 marks have been allotted for project work or seminar or oral with semester system as a part of internal evaluation. There are 20 marks for B.C.A. I, II and III as a part of internal evaluation and for B.C.A. II and III there is project work of 100 marks. At second year level for all degree programmes 30 marks project is compulsory for Environmental Studies.

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

> University motivates colleges to develop and create facilities for the overall development. University organizes the workshops for principals and faculty of colleges in order to acquaint them with the latest changes in NAAC process and extends expert guidance. The university also informs about various schemes of the U.G.C.

6.11 Activities and support from the Alumni Association

> The college organises get together function of Alumni Association every year. The alumni Miss. Pranali Awati, Assistant Commissioner, Sales Tax is awarded with *'Prerana Puraskar'*. Some cash prizes are given by the alumni to meritorious students in function of 'Annual Gathering and Prize Distribution Ceremony'. Successful alumni from different fields are invited as resource persons to extend guidance to the students.

6.12 Activities and support from the Parent – Teacher Association

> There is Alumni-Parent-Teacher Association formed in the college. The college organises meet of Alumni and Parent- Teacher Association every year. Various matters regarding the development and smooth functioning of the college are discussed.

6.13 Development programmes for support staff

> - There is participation of administrative staff in various training programmes conducted by Shivaji University, State Govt. etc.
> - The support staff is motivated to update the latest developments in their field and work.

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

> Minute observation is a key factor of the institute for the maintenance of eco-friendly campus. Already the campus is green. 110 trees were planted by the N.S.S. department. Vermi-compost plant is run by the college. The well is reconstructed and debris has been removed by our sister concern Agri Polytechnic and NSS students contributed in this work.

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.

- Celebrated Jayant Career Week with different activities like Book Exhibition, Poster Presentation, Elocution Competition, Essay Competition, Guest Lecture by our alumni, Industrialist Shri. Santaji Dhanawade, Preparation of Hospital waste management report by students.

- Started Centre for Skill Development of students.

- Survey of Saline land of Mardwadi Village.

- Candle March to create Awareness among the people about Female infanticide.

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

- Number of activities were organised under the Lead College Scheme.
- Various Programmes were organised according to the Academic Calendar.
- Workshops were organized on different subjects.

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

1. Special attention was given to Girl's education and women empowerment issues. Sexual Harassment Prevention committee organised lectures for women's safety and about the awareness of Law among the girl students.
2. 'Prerana Puraskara' is awarded every year to the best and distinguished alumnus. However, the award for this academic year was not declared due to some technical reasons.

Provide the details in annexure (annexure need to be numbered as i, ii,iii) Annexure – III (i,ii)

7.4 Contribution to environmental awareness / protection

1) Various projects are undertaken by the second year UG students of each stream related to environment awareness and protection.
2) The well is reconstructed and debris has been removed by our sister concern Agri-Polytechnic and NSS students contributed in this work.

7.5 Whether environmental audit was conducted?   Yes √   No ☐

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)
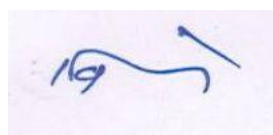
- Organised Poster Presentation competition and Rangoli competition on the day of National Voters Day
- College was preparing for the 3rd Cycle of NAAC Reaccreditation
- Renovation of college building, library, office and classrooms was done.

8. **Plans of institution for next year**

1) To arrange workshops on current important issues.
2) To motivate faculty to submit Major Research Project and Minor Research Project to ICSSR and UGC.
3) To resubmit a proposal to University to start B.Sc. programme.
4) To prepare for the third Cycle of NAAC Reaccreditation and Peer Team Visit.

Name   Mr. Rajendra Ashok Pradhan   **Name Prin. Dr. Vilas Ganpati Kale**

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

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Academic Calendar of the year 2017-2018

Kasegaon Education Society
Arts & Commerce College, Ashta
ACADEMIC CALENDER
First Term - 12th June 2017 to 14th Oct. 2017

Month	June	July	August	September	October		Holidays		
Total Working days	16 Days	26 Days	24 Days	24 Days	12 Days				
Completion of Syllabus For Semester I, III, V.	13%	30%	30%	24%	16%				
	• First term staff meeting on 12 June	Library Advisory Committee Meeting 3 July / Meeting of Student Aid fund 10 July	• Death Anniversary of Tilak, Birth Anniversary of Annabhau Sathe & Birth Anniversary of Rajarambapu 1 August	• Teachers Day 5 September	• Birth Anniversary of M. Gandhi 2nd Oct	Month	Sunday	Other	Total
	• Submission of Result analysis & Teaching plans	• Standing Committee meeting 12 July	• Wallpaper 1st August	• Literacy Day 8 September		June	02	1	03
	• Anti-Ragging Committee Meeting	• IQAC Meeting 22 July	• Tree Plantation 1st August	• Hindi Day 14 September	• Exam Committee Meeting	July	05	0	05
	Admission 11 June to 30 June	• Changes in Staff 26 July	• Various competition 1 to 15 August	• Meeting of students council 16 September	• Grievance Redressal Committee Meeting	Aug.	04	03	07
	Welcome & Principal address for new comers 27 June	• Staff Meeting & Tree Plantation 31 July	• Independence Day 15 August	• Traditional Day 20 September	• Zonal Competition Shivaji University	Sept.	04	02	06
		• Completion Attendance Reg 31 July	• Election of Students Council	• Standing committee Meeting 23 September	• Lead College Activities	Oct.	02	01	03
			• Affiliation & Continuation Ext 26 August	• L M C Meeting 23 September	• Staff Meeting 14 Oct				
			• Eligibility forms 31 August	• Staff Meeting 29 September		Total	17	07	24
			• Staff Meeting 31 August	• Sexual Harassment Preventation Committee Meeting 26 Sept.		Total Holidays			24
			• Wallpaper Inauguration	• Completion Attendance Reg 29 Sep.					
			• Affiliation Proposal						
			• Completion Attendance Reg 31 Aug						
		• Total working days in First terms - 102							
		• 1st Section of syllabus will be completed							
		• To take API / PBAS forms by Teaching Staff.							

Kasegaon Education Society
Arts & Commerce College, Ashta
ACADEMIC CALENDER
Second Term - 6th Nov. 2017 to 30th April 2018

Month	November	December	Janurary	February	March	April	Holidays			
Total Working days	22 Days	24 Days	25 Days	22 Days	25 Days	24 Days				
Completion of Syllabus For Semester II,IV & VI	14 %	26%	25%	20%	15 %					
	• Diwali Holidays	• Staff Meeting	• 17th Jan. Death Anniversary Rajarambapu Patil	• Standing Committe Meeting	• International women Day 8th Mar.	• Birth Anniversary of Dr. Ambedkar & Mahatma phule	Month	Sunday	Other	Total
	• N.S.S. Camp	• Sports Competition	• Republic Day 26 Jan.	• Students Council Meetng	• Annual Exam of Junior wing	• L.M.C. Meeting 19 April	Nov.	03	00	03
		• Other Competition	• Inter College Elocution Competition 17 Jan	• Staff Meeting	• Staff Meeting	• Magazine Publishing	Dec.	05	02	07
	• Semester Exam	• Gymkhana Day & Annual Prize Distribution	• Staff Meeting	• Pract. Exam	Shivaji University Annual Exams.	• P.B.A.SI forms submission	Jan.	04	02	06
	• Submission of Result analysis & Teaching plans	• Sending Annual Exam. Forms	• Geography Day	• Parents Alumni Meeting	• Sub Attendance 31 Mar.	Planning of next Academic Year	Feb.	04	01	05
	• Anti-Ragging Comittee Meeting 21 Nov.	• Study Tour	• Sub. Attendance 31 Jan.	• Sub Attendance 28 Feb.	• Exam Committee Meeting	• Completion of Service Books	Mar.	05	02	07
	• Sub. Attendance 30 Nov.	• Lead College Activities	• Lead College Activities	• Sexual Harassment reven.comm. Meeting 12 Feb.	• IQAR Preparation	• Admission Committee Meeting	Apr.	04	03	07
		• Annual Prize Distribustion		• Grievance Redressal committee	• Anti-Ragging Committee Meeting	• Term End Staff Meeting	Total	25	10	35
				• Conducting H.S.C. Exam.		• Sub Attendance 30 April	Total Holidays			35

• Total Working Days in Second Terms - 142
• Second Section of syllabus will be completed in 2nd term.

Feedback Mechanism

The feedback mechanism is actively engaged in the development of Teaching, learning as well as the quality enhancement of the institute in all respects. Four types of feedbacks are generally collected every year: Students' feedback, Alumni feedback, Parent's feedback and Stakeholder's feedback etc. The feedback of the concerned faculty is taken from the students, which is analyzed by a committee that prepares an analysis and report of the same. Then the report is submitted to the principal and the principal gives suggestions to the concerned faculty for making the required changes, if any. All the four types of feedback are collected manually by providing a prescribed form to the concerned person. The feedback of the alumni performs an important role in the development of college. The suggestions in the feedback are put before the feedback committee (in which the representative of Alumni Association is also present) and necessary actions are taken by the institute. Parents' feedback also helps to identify the needs of society from education system. During the Parent meet, feedback forms are provided and they are left free to register their feedback about the amenities, teaching, learning and discipline at the institute. Their suggestions are considered and necessary action is taken by the committee with permission of the head of the institution.

All the four types of Feedback mentioned above is collected for the academic year 2017-18 and is put before the committee for further decisions. The statistical analysis of the said feedback will be done soon and the results along with actions taken will be declared and put on the college website. The disinterested feedback mechanism is the most remarkable feature of our institute/college.

Dr. B.K. Mane   The Principal
Coordinator   Dr. Vilas Kale
Feedback Committee