

# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**SHRI SWAMI VIVEKANAND SHIKSHAN SANSTHA,  
KOLHAPUR'S SHIKSHANMAHARSHI BAPUJI  
SALUNKHE MAHA VIDYALAYA**

**C/O. SHIKSHANMAHARSHI BAPUJI SALUNKHE MAHA VIDYALAYA,  
SOMWAR PETH, PANTACHA KOT, KARAD, DIST. SATARA  
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**[www.sbscollegekarad.edu.in](http://www.sbscollegekarad.edu.in)**

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NAAC

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Shikshanmaharshi Bapuji Salunkhe Mahavidyalaya, which is being run by the Management, Shri Swami Vivekanand Shikshan Sanstha, Kolhapur was established in June 1984 and named after the founder of the Sanstha, Shikshanmaharshi Dr. Bapuji Salunkhe. Shri Swami Vivekanand Shikshan Sanstha is one of the largest educational managements in Maharashtra state having 385 educational centers in 13 districts of Maharashtra and 01 district of Karnataka. The college is located on the confluence of the rivers Koyana and Krishna at the north-west end of the city of Karad. It is almost 1.5 Kms away from the Central Bus Stand. There is no public transport facility available to reach the college so most of the students have to come by foot or private vehicles like motor-cycles. Majority of the students come from the rural area around the Karad city.

The college is affiliated to Shivaji University, Kolhapur having permanent affiliation of the university. The UGC has included the college in the list of the colleges under Section 2 (f) and 12 (b) of the UGC Act, 1956. The college has co-education system having regular programmes of B.A., B.Com. and BJCS along with 7 other add-on and skill based courses. It is on fully grant-in-aid basis since April 1990.

### Vision

The founder of the management, Shikshanmaharshi Dr. Bapuji Salunkhe has set the motto of the Sanstha “*Dny?n, Vidny?n ?ni Susansk?r Y?ns?thi Shikshanpras?r*” which can roughly be translated into English as “Dissemination of Education for Knowledge, Science and Culture.” Keeping into mind the motto of the Sanstha, the college has decided the vision – “To create responsible citizens by providing quality education to the rural and urban students, particularly, socio-economically deprived.”

### Mission

The mission of the college is –

1. To impart qualitative and valuable service in the field of education to the residents of the rural and urban area in the vicinity of Karad.
2. To attain community development through educational facilities.
3. To increase the sense of character building, integrity, honesty, truth, cooperation and discipline amongst the students to inculcate universal values among them.
4. To focus on the all-round personality development of the students through various activities in association with GOs and NGOs.
5. To disseminate education at the grass root level for the socio-economic and cultural development of the people.
6. To prepare the students to face the global challenges by acquiring need based advanced education.
7. To inculcate the democratic values and secularism among the students.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

## **Institutional Strength**

### **STRENGTHS:**

- University rank/merit and scholarship holder students
- Conduct of Pre-semester examination
- Organization of national/state seminar/conference every year
- Only affiliated college in the university having BJCS programme
- Award winning faculty for contribution in academic and extension activities
- Construction of a new college building completed
- Departmental libraries
- Year-wise publication of Alumni Booklet and publication of research papers through reference books with ISBN

## **Institutional Weakness**

### **WEAKNESSES:**

- Could not organize international seminar/conference
- Less number of research guides/supervisors
- Less number of MRPs
- Achievements in cultural activities are not satisfactory

## **Institutional Opportunity**

### **OPPORTUNITIES:**

- Extension of an existing new college building
- To increase research publications
- Organization of international events
- To establish Language laboratory
- To develop eco-friendly campus

## **Institutional Challenge**

### **CHALLENGES:**

- To develop collaborations/MOUs/Linkages with national level organizations
- Increase in research projects and articles by the faculty and students
- To increase number of faculty with Ph.D.
- To establish cultural activities center
- To set up well-equipped Incubation Center

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The college operates at UG level having B.A., B.Com. and BJCS programmes with 09 departments, and 07 add-on/skill development/value added courses considering the global, national and local needs. The college has introduced 07 new programmes out of 10 during last five years. As the college is affiliated to Shivaji University, Kolhapur, it follows the University designed curriculum. Some of the teachers participate as members of various bodies of the University and Autonomous Colleges, such as Dean, Senate, Academic Council, BOS, etc. and contribute in the curriculum development of the concerned university and autonomous college. The college provides an academic flexibility at the elective course level.

In the beginning of the academic year, an action plan is prepared by the IQAC. Separate time tables for Arts, Commerce and other programmes are prepared. In tune with the changes of syllabi made by the University, the college procures required number of books and research journals in the Central Library. All the departments have separate PCs/Laptops with internet/Wi-Fi connectivity. Teachers are encouraged to use ICT in classes. The Heads of the Departments in departmental meetings assign every faculty member a particular syllabus of the curriculum for teaching. Teachers frame teaching plans according to the given framework of time, and proceed for the implementation of curriculum accordingly. At the end of each academic session, the students have to appear for semester examinations. The college also follows the continuous internal evaluation (CIE) system.

### Teaching-learning and Evaluation

Admissions to all the programmes, except BJCS, are given on the first-come-first-serve basis considering the reservation policy of the government. For BJCS, admissions are given through an entrance test. Participative learning methods are used in teaching learning process. The CIE helps the students to enhance their learning experience. GDs, Debates, Quiz Contests, Book Reviews, Poetry Recitation, the study visits/tours etc. are organized as experiential and participative learning. The faculty make use of YouTube material, Whatsapp application which makes learning students-friendly. Every department has departmental libraries, PCs/laptops with internet/ Wi-Fi facility. A computer lab with LCD TV and classrooms with ICT facility like LCD projectors strengthen the learning process. INFLIBNET gives access to more than 51,000 e-books and 21,000 e-journals.

Since last three years, the college has been conducting Pre-semester examinations. The examination department of the college prepares an annual plan of CIE.

Board of Examinations and Evaluation (BOEE) of Shivaji University has developed a mechanism to deal with Examination related grievances. In case of Part-I examinations related grievances, it is done as per university guidelines under the supervision of the Principal and CAP Director.

Information about objectives and outcomes of programmes and courses is displayed on the college website. The attainment of the outcomes is evaluated through the students' performance in the university and internal examinations, the curricular and co-curricular activities and their performance in placement. The outcomes can be evaluated through the feedback submitted by the students.

## **Research, Innovations and Extension**

The college research committee plays pro-active role in creating an ecosystem for innovations in research. The college has taken an initiative to establish an Incubation Centre to support the efforts taken by the research committee to boost the research and motivate the prospective researchers to undertake research in their fields of interest. The teachers are guided to submit research proposals, to prepare research papers and to avail grants for research projects. The students are motivated to participate in the competitions organized on the research projects like *Avishkar*. The college teachers have also been recognized as Research Guides/Referees by various universities in Maharashtra. The teachers have published number of research papers and books at international, national and state levels. They have also contributed to the textbooks and self-instruction materials produced by Shivaji University, Kolhapur.

The college organizes extension activities in the neighbourhood community sensitizing students regarding social issues and to their holistic development like AIDS awareness, awareness about sexual harassment, Swachha Bharat campaign, gender issues, street play, etc. The faculty of the college has won awards and recognition for their extension activities from various recognized bodies. The college conducts various extension activities in collaboration with GOs and NGOs through NSS and other departments. The college has also developed MoUs and linkages for faculty exchange, student exchange, internship, field visit, on the job training, library services, etc.

## **Infrastructure and Learning Resources**

The college provides facilities for teaching and learning with 42 rooms including 23 classrooms, from which 32 rooms with Wi-Fi facility. There are 25 computers with internet connectivity, 14 laptops, 03 LCD projectors, 02 photocopy machines, 02 digital cameras, 02 LCD TVs, CCTV system with 16 cameras, 14 intercom connections. There are facilities of Central Library, departmental libraries, and Girls' common room, Yoga centre, etc. The college has facility for sports, games and cultural activities. There are outdoor facility of Volleyball, Kabaddi, Single and Double Bar in the college, Kho-kho on Liberty Majoor Mandal ground, and Wrestling, Weight Lifting, Football, Long Jump, Handball, Shot Put, Discus Throw, Javelin Throw, and Hammer Throw on Shivaji Stadium. Various programmes/activities are organized through cultural committee including the important days of national and international importance.

The Central library is fully atomized with a barcode system, and access to books, journals, periodicals and e-resources through OPAC system to access books and e-resources, e-journals are also available through INFLIBNET/N-LIST. There is a collection of some rare books along with special reports, CDs, DVDs and audio cassettes.

IT facilities are updated frequently, either through AMCs or on need basis. Every year in the Local Management Committee (now CDC) and Purchase Committee meetings, budgetary provisions are made for maintenance and to upkeep the facilities available in the college campus. The college and the Management take efforts for creation and up-gradation of infrastructural facilities to support teaching-learning and other activities.

## **Student Support and Progression**

The College Students' Council was formed as per Maharashtra Universities Act, 1994. The meetings of the Council were frequently conducted while organizing various programmes. As the 1994 Act was dissolved, the

Council existed up to 2014-15. The representation to the students is also given on the academic and administrative committees. The college provides various types of scholarships and freeships to the students. The college also conducts various capability/skill development programmes on Yoga, career counselling, competitive examinations, etc. After completion of graduation, most of the students go for PG programmes. The college sportspersons also participate in sport events at international, national, state and zonal levels.

The college has a registered alumni association which gives significant contribution to the development of the college. Every year, an alumni meet is conducted in the college campus by the alumni association. Some alumni give their valuable help for the department of cultural activities and motivate the students to participate in them. They have also sponsored the prizes to the students who stand first in B.A. (Geography, Political Science) and for the best sportsperson. Every year alumni brochure is published which includes the department-wise information of the alumni with name, contact details and photos. The information about the faculty, members of alumni association is also included in it. Thus the database about the alumni of the college is preserved in the college.

### **Governance, Leadership and Management**

The college is run by 'Shri Swami Vivekanand Shikshan Sanstha' having the motto "*Dny?n, Vidny?n ?ni Susansk?r Y?ns?thi Shikshanpras?r*". The college has set vision and missions and has been imparting education to socio-economically deprived students. The college provides UG programmes like B.A., B.Com. and BJCS. Co-curricular and extension activities are organized along with COCs and skill development courses. Institutional practices are decentralized through annual work distribution committees. The Principal with support of HoDs takes decisions which create environment of organizational participatory democracy. For special events, an apex committee supported with other sub-committees is formed.

The Management, Shri Swami Vivekanand Shikshan Sanstha, Kolhapur consists of General Body, Managing Committee, Life Workers' Committee, Trustee Committee, Divisional Committees and Sub Committees.

The performance of faculty is monitored through PBAS as per UGC guidelines. As per students' feedback, the Principal gives necessary suggestions to the faculty for improvement. Performance of the non-teaching staff is evaluated as per feedbacks from Office Superintendent, and then CRs are submitted to the Management by Principal.

The college has internal and external audit mechanism. For the collection of the funds, the college appeals to the stakeholders. All donations collected are remitted to the Management and then Management refunds the amount to the college.

The IQAC is responsible for planning, monitoring and executing different activities focusing the core values identified by NAAC. Two examples of the best practices institutionalized include AAA and a weekly column, *Artha Vishwa* on economic affairs.

### **Institutional Values and Best Practices**

The college organizes various gender equity promotion programmes. For the safety and security of the students various measures are taken by the college. There is a regular employee who is assigned a duty on the main entrance of the college to safeguard the entry of the girl students and to maintain discipline of parking. The

college has also installed 16 CC TV cameras in the campus. The college has a functional Internal Complaints Committee which was earlier known as Sexual Harassment Prevention Committee. The committee organizes various programmes for the orientation of the girl students, teaching and non-teaching staff regarding the self-defence, various laws for the safety of women, laws regarding domestic violence, and the role of women in the family. The code of conduct for the stakeholders is followed as per directives of the Government, UGC, Shivaji University, the Management and other statutory bodies.

The college also tries to address local issues through its various activities to engage local community in its development. To inculcate human values and professional ethics, the college organizes various activities like celebration of various days, birth and death anniversaries of the great personalities of national and international importance.

To create environment friendly campus, the college has taken initiatives like the use of renewable energy. The college has also taken steps for waste management.

The two best practices of the college during last five years are Academic and Administrative Audit (AAA) and College Publications.

NAAC



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	Shri Swami Vivekanand Shikshan Sanstha, Kolhapur's Shikshanmaharshi Bapuji Salunkhe Mahavidyalaya
Address	C/O. Shikshanmaharshi Bapuji Salunkhe Mahavidyalaya, Somwar Peth, Pantacha Kot, KARAD, Dist. Satara
City	Karad
State	Maharashtra
Pin	415110
Website	<a href="http://www.sbscollegekarad.edu.in">www.sbscollegekarad.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Jagannath Shamrao Patil	02164-220159	9423261796	02164-22016 0	principal_bapuji@ yahoo.com
IQAC Coordinator	Jaywant Ambadas Mhetre	02164-222159	9860549811	02164-22216 0	jaywantmhetre@g mail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		01-01-1984		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>		<b>Document</b>	
Maharashtra	Shivaji University		<a href="#">View Document</a>	
<b>Details of UGC recognition</b>				
<b>Under Section</b>		<b>Date</b>		
2f of UGC		07-03-2007		
12B of UGC		07-03-2007		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	C/O. Shikshanmaharshi Bapuji Salunkhe Mahavidyalaya, Somwar Peth, Pantacha Kot, KARAD, Dist. Satara	Urban	0.44	4472.71

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	HSC	English	74	74
UG	BA,Marathi	36	HSC	Marathi	187	187
UG	BA,Hindi	36	HSC	Hindi	172	172
UG	BA,History	36	HSC	Marathi	240	240
UG	BA,Political Science	36	HSC	Marathi	197	197
UG	BA,Economics	36	HSC	Marathi	212	212
UG	BA,Sociology	36	HSC	Marathi	211	211
UG	BA,Geography	36	HSC	Marathi	257	257
UG	BCom,Commerce	36	HSC	Marathi	360	265
UG	BJ,Bachelor Of Journalism And Communication Science	12	UG	Marathi	30	11

### Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				11				18			
Recruited	1	0	0	1	10	1	0	11	9	1	0	10
Yet to Recruit	0				0				8			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				19
Recruited	11	0	0	11
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

#### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	3	1	0	1	1	0	7
M.Phil.	0	0	0	1	0	0	1	0	0	2
PG	0	0	0	6	0	0	7	0	0	13

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	1	1	0	2
PG	0	0	0	0	0	0	2	7	0	9

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate	Male	665	0	0	0	665
	Female	231	0	0	0	231
	Others	0	0	0	0	0
UG	Male	622	0	0	0	622
	Female	250	0	0	0	250
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	75	66	74	86
	Female	34	26	24	27
	Others	0	0	0	0
ST	Male	1	3	11	14
	Female	0	0	2	2
	Others	0	0	0	0
OBC	Male	91	89	86	69
	Female	40	35	40	30
	Others	0	0	0	0
General	Male	457	413	369	365
	Female	216	189	160	146
	Others	0	0	0	0
Others	Male	78	85	68	76
	Female	33	36	28	18
	Others	0	0	0	0
Total		1025	942	862	833

### 3. Extended Profile

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#### 3.1 Programme

**Number of courses offered by the institution across all programs during the last five years**

**Response : 10**

**Number of self-financed Programmes offered by college**

**Response : 1**

**Number of new programmes introduced in the college during the last five years**

**Response : 0**

#### 3.2 Student

**Number of students year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
833	862	942	1025	944

**Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
555	555	555	555	555

**Number of outgoing / final year students year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
221	239	207	245	242

**Total number of outgoing / final year students**

**Response : 1154**

#### 3.3 Academic



**Number of teachers year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
34	35	34	31	28

**Number of full time teachers year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
22	22	22	20	20

**Number of sanctioned posts year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
30	30	30	30	30

**Total experience of full-time teachers**

**Response : 561**

**Number of full time teachers worked in the institution during the last 5 years**

**Response : 22**

### **3.4 Institution**

**Total number of classrooms and seminar halls**

**Response : 24**

**Total Expenditure excluding salary year wise during the last five years ( INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
174.72	181.56	304.08	336.53	157.89

**Number of computers**

**Response : 40**

**Unit cost of education including the salary component(INR in Lakhs)**

**Response : 0.63**

**Unit cost of education excluding the salary component(INR in Lakhs)**

**Response : 0.21**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

As the college is affiliated to Shivaji University, Kolhapur, it follows the University designed curriculum. The college operates at UG level keeping in mind our goals and objectives that is to make students employable through holistic education and skill development.

The University prepares an Academic Calendar that specifies the duration of the semester, the date of the commencement and end of semesters.

In the beginning of the academic year, an action plan is prepared by the IQAC. Separate time tables for Arts, Commerce and other programmes are prepared. In tune with the changes of syllabi made by University, the college procures required number of books and research journals in the Central Library. The students can search their books and availability in the library by using OPAC. All the departments have their own PCs/Laptops with internet / Wi-Fi connectivity.

Teachers are encouraged to use ICT in classes. The Head of the Department, in departmental meeting, assigns each faculty member a particular syllabus of the curriculum for teaching. Teachers frame a teaching plan according to the given framework of time, and proceed for the implementation of curriculum accordingly. If there are constraints to complete the curriculum, extra classes are conducted. At the end of each academic session, the students have to appear for semester examinations.

The college follows the continuous internal evaluation (CIE) system. The use of ICT with PCs, laptops, LCD projectors, LCD TVs and well equipped laboratories facilitates the students to improve their performance. Each department organizes seminars, and lectures of experts in the concerned subjects. The college also motivates the students to bring out various issues of wall papers.

##### 1.1.2 Number of certificate/diploma program introduced during the last five years

###### Response: 6

##### 1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	2	1	1	1

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

**Response:** 9.45

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

**1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years**

**Response:** 60

1.2.1.1 How many new courses are introduced within the last five years

Response: 6

File Description	Document
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>
Details of the new courses introduced	<a href="#">View Document</a>

**1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented**

**Response:** 10

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 1

File Description	Document
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>
Minutes of relevant Academic Council/BOS meetings.	<a href="#">View Document</a>

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 23.05

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
615	259	41	48	22

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>

### 1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

Institution integrates cross cutting issues relevant to Gender, Environment, and Sustainability, Human Values and Professional Ethics in the Curriculum of following courses:

SR.	COURSE	CHAPTER / UNITS	ISSUES
		(as examples)	
1	Marathi	Stories like 'Deva Satwa Mahar', Gramin Sanvedanshilata, Sampadan Prakriya	Environment
2	Hindi	Poems-'Gali', Kabir Ke Dohe, Novel-Anais Desh	Profession

3	English	The short stories like 'The Cherry Tree', English for Business Communication,	Human Va
4	Economics	Demographic Profile of Population in India, Sustainable Development	Gender, S
5	Political Science	Fundamental Rights, Directive Principal in State Policy, Fundamental Duties in Indian Constitution	Gender, H
6	Sociology	Status and Development of Indian women, Violence against women, Domestic violence, Value conflict sociological approach, Secularism	Gender, H
7	History	Era of King Shivaji, Nationality, Indian Culture	Gender, H
8	Geography	Population Problems, Man-Environment Relationship	Environm
9	Psychology	Conditioning, prevention and control of aggressions, Changing the life style, Personality development	Human Va
10	Commerce	Women Entrepreneurs, Principals of Management, Social Responsibility of Entrepreneurs, Role of Entrepreneurs in Economic Development	Gender, H
11	Environmental Studies	All curriculum	Environm

### 1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

**Response:** 3

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 3

File Description	Document
Brochure or any other document relating to value added courses.	<a href="#">View Document</a>
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking field projects / internships</b>	
<b>Response:</b> 30.16	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 263	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>
List of students enrolled	<a href="#">View Document</a>

## 1.4 Feedback System

<p><b>1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise</b></p> <p><b>A.Any 4 of the above</b></p> <p><b>B.Any 3 of the above</b></p> <p><b>C. Any 2 of the above</b></p> <p><b>D. Any 1 of the above</b></p> <p><b>Response:</b> A.Any 4 of the above</p>	
<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

<p><b>1.4.2 Feedback processes of the institution may be classified as follows:</b></p> <p><b>A. Feedback collected, analysed and action taken and feedback available on website</b></p> <p><b>B. Feedback collected, analysed and action has been taken</b></p> <p><b>C. Feedback collected and analysed</b></p> <p><b>D. Feedback collected</b></p>
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**Response:** A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
Any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

NAAC



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0.07

##### 2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	0	0

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
List of students (other states and countries)	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 82.99

##### 2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
833	862	942	1025	944

##### 2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1110	1110	1110	1110	1110

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

**Response:** 59.57

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
322	333	340	352	306

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.2 Catering to Student Diversity

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

Admissions to all the programmes, except BJCS, are given on the first-come-first-serve basis considering the reservation policy of the government. After the admission process is over, the advanced learners and slow learners are identified by their previous examination results. After categorising them as advanced learners and slow learners; they are given counselling, as needed. Advanced learners are given different assignments as advanced tasks and offered more facilities, services and guidance. Personal guidance to the slow learners is provided through individual interactions with them. Guest lectures are organized by the departments to create confidence in both. They are provided extra books from the central and departmental library and motivated to participate in co-curricular and extracurricular activities such as elocution, quiz, debating, essay writing etc. The rank holders as well as award winners are felicitated by the college. The university rankers get merit scholarships by the university as well as the college. The toppers in the particular subjects and classes are given individual cash prizes offered by the donors through fixed amounts deposited by them. In addition, advanced learners are motivated to participate in research activities like *Avishkar* organized by the university. In addition, the add-on courses in the college help them to perform better in their studies.

In case of BJCS, the college conducts entrance test as per the university norms, and the admissions are finalized when they qualify in the test. As the course is more practical than the theoretical in nature, the field visits are organized for their on-the-job training.

**2.2.2 Student - Full time teacher ratio**

**Response:** 25.65

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.46

#### 2.2.3.1 Number of differently abled students on rolls

Response: 4

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
List of students(differently abled)	<a href="#">View Document</a>
Any other document submitted by the Institution to a Government agency giving this information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

To make learning process more effective, the student centric methods are used by the teachers. Along with a lecture method, participative learning methods like brain-storming sessions, group discussions, dramatization, experiments, demonstrations and mock teaching are used in the teaching-learning process. These methods are supported by the use of ICT.

The Continuous Internal Evaluation through Surprise Tests, Open Book Tests, Unit Tests, Pre-semester Examinations, Seminars, Workshops, Project writing help the students to enhance their learning experience. Group Discussions, Debates, Quiz Contests, Book Reviews, Poetry Recitation programmes, etc. are organized as a part of experiential and participative learning. The students are motivated to contribute in the writing for Wall-Papers, Annual College Magazine, Daily newspapers etc. The departments of Commerce and Geography organize industrial/field visits and study tours and field survey respectively, to strengthen their learning experience. The study visits/tours by the departments to nearby college libraries, faculty exchange programme, guest lectures, also help to enhance learning experience. For the subjects like Accountancy, Auditing, Statistics, Economics and Geography, problem-solving sessions are conducted by the respective teachers.

To make learning more and more effective and result oriented, the college has established departmental libraries, and each department is given PCs/laptops with internet/ Wi-Fi facility. In addition, there is a computer lab with LCD TV to strengthen the learning process and classrooms with ICT facility like LCD projectors.

Lead College activities programme is also a unique initiative of the university which gives participative learning experience to the students.

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 88.24

#### 2.3.2.1 Number of teachers using ICT

Response: 30

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 39.64

#### 2.3.3.1 Number of mentors

Response: 22

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	<a href="#">View Document</a>

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Innovation and creativity in teaching-learning is very important for the achievement of success in the teaching learning process. The ICT is used by the faculty. Audio-visual CDs are available in the central library as well as in the departmental libraries. In addition, the faculty make use of YouTube material, Whatsapp application for the effective teaching and this makes learning students-friendly. Charts, models, posters, 3D maps and GPS instrument are used in the department of Geography, and in some cases social science and language teachers also use charts, maps and posters. Group discussion and debates are participatory methods which are used in the teaching learning process. At the final year of the UG, the students are given project works, and at the second year level projects are prepared for the subject, Environmental Studies. Films and documentaries are also used by the faculty to strengthen the teaching-learning process.

Educational CDs are available in the central library. INFLIBNET is subscribed which gives access to 51,000 e-books and 21,000 e-journals. One day training programme on BLOG making was organized for the faculty. Continuous Internal Evaluation system is used in the college in which Open Book Tests,

Surprize Tests, Unit Tests, Home Assignments and Pre-semester Examinations are also conducted.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 70.67

File Description	Document
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 17.64

#### 2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	4	4	2	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	<a href="#">View Document</a>

### 2.4.3 Teaching experience of full time teachers in number of years

**Response:** 16.5

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	<a href="#">View Document</a>

### 2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 9.45

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	3	2	2

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
e-copies of award letters (scanned or soft copy)	<a href="#">View Document</a>

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	<a href="#">View Document</a>

## 2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

During the second cycle of the accreditation, the unit tests, home assignments and annual examinations were conducted in CIE system. Since last three years, the college has been conducting Pre-semester examinations. The examination department of the college prepares an annual plan of different internal evaluation tests like Surprise Test, Unit Test, Open Book Test, Seminars, Projects, Group Discussion, Orals and Pre-semester exams. The Heads of the Departments and faculty members also plan the departmental internal evaluation tests.

In general for all the classes of B.A and B.Com., Open Book Tests, Surprise Tests, Unit Tests and Pre-semester exams are conducted. For the final year B.A. in Geography special students, preparatory

sessions of practical examinations are conducted. The students have to submit reports on the study tours and field surveys. For the students of Commerce faculty industrial visits are organized and they are also asked to prepare reports on them. The second year students of B. A. and B. Com. have to submit project reports for Environmental Studies. For the final year students of B. A., it is compulsory to present seminars for the fifth semester and to submit projects for the sixth semester, and the final year B.Com. students the seminars for the fifth semester and oral tests for the sixth semester.

### **2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety**

#### **Response:**

Continuous Internal Evaluation system is used for internal assessment of the students. The information about internal assessment process is given in the prospectus of the college. The time table of the Pre-semester examinations is communicated well-in-advance to the students through notices circulated in the classrooms and in the notice boards of the college. The information about the internal evaluation tests like Unit Tests, Surprise Tests, Open Book Tests, Home Assignments, etc. is given in the prospectus for the students.

The answer books of the different tests and Pre-semester examinations are shown to the students and the answers written by them are discussed with them. If required, model answers are given by the concerned teachers. The best answers by the students are shown to other students as an ideal example.

Such CIE tests are frequently conducted throughout the semesters by the college. Even the Management of the college has prepared a time-bound programme to conduct such tests. The periodical survey of CIE is also taken by the Principal as well as the Management. The college has to submit periodical reports to the Management every month about it and other activities.

Due to this process, the students come to know about their strengths, weaknesses and their progress in the study. The concerned teachers guide them to overcome their problems, if any, by personally instructing them, and thus they are motivated to perform better in the university examinations.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

Board of Examinations and Evaluation (BOEE) of Shivaji University has developed a mechanism to deal with Examination related grievances as per the Maharashtra Public Universities Act, 2016. The rules, regulations and guidelines are also given in the guideline booklet on the university examinations. Any student who is unhappy or dissatisfied with the results may apply either for verification or revaluation within the stipulated time after the examination results. In case of verification, the candidate's answer book is checked. In it, the university officials recount the total of the marks and see whether any question remained un-assessed. If such a case is found, it is assessed and the fresh mark list is issued to the student. If there is any change while recounting the total number of marks obtained, that too is conveyed to the student and a fresh mark list issued.

In case of revaluation, a student can demand for a photocopy of the answer book, and after getting it assessed from the concerned subject teacher, he can claim for the revaluation of the answer book. While providing the photocopy of an answer book, the marking figures and tick marks are masked, and then fresh assessment is done through the other examiner. In such case, only if the increase or decrease in the revaluation is more than 10% of the earlier marks obtained, the revised statement of marks is given to the student.

In case of B. A. / B. Com. Part-I examinations related grievances, it is done as per university guidelines under the supervision of the Principal as the conduct and assessment of these examinations is done in the college only. The Director of the CAP of the college deals with the grievances regarding the evaluation in the college.

Thus, the mechanism to deal with the examination related grievances is transparent, time bound and efficient.

#### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

##### **Response:**

In the beginning of every academic year, the Examination Committee of the College prepares a schedule of the Continuous Internal Evaluation (CIE) such as Unit Test, Open Book Test, Home Assignment and Surprise Test for the guidance of the faculty and students. The faculty is free to conduct these tests at individual level after the completion of units. In case of Projects/Seminars/Orals and Pre-semester examinations, the Examination Committee prepares the time table before the beginning of the university semester examinations.

All this process is monitored by the IQAC of the college. The CIE process is also reflected in the departmental calendars prepared in the beginning of each academic year. The Management has also made it mandatory to conduct the CIE and prepared the schedule to conduct various examinations/tests every year. The Management evaluates and monitors the process periodically for the proper implementation of the CIE system.

## **2.6 Student Performance and Learning Outcomes**

### **2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students**

##### **Response:**

##### **Program Outcomes, Program Specific Outcomes and Course Outcomes:**

##### **PROGRAMME OUTCOMES:**

##### **1. Bachelor of Arts (B.A.)**



After completion of the B.A. programme, the students will develop ability:

- To understand knowledge in the field of humanities.
- To be cultured and good citizen of India.
- To get employment.
- To understand fundamental values of Indian Constitution.
- To use communication and soft skills.
- To be socially conscious.
- To make all round personality development of the learners.

## **B) Bachelor of Commerce (B. Com.)**

After completion of the B. Com. programme, the students will develop ability:

1. To understand the principles and practices of management.
2. To acquire entrepreneurship qualities and skills.
3. To understand basic accounting knowledge as applicable to business.
4. To face the changing environment of business in the process of Globalization.
5. To understand basic knowledge of quantitative techniques applicable to business.
6. To understand the concepts in Insurance, Banking, Marketing and e-commerce.

## **1. Bachelor of Journalism and Communication Science (BJCS)**

After completion of the BJCS programme, the students will develop ability:

- Of logical and creative thinking.
- To acquire self-confidence and awareness of general issues prevailing in the society.
- Of understanding various media tools and techniques.
- To find solutions on variety of interdisciplinary subject matter.

To write news stories, press releases, and advertising copy, following accepted journalistic standards.

## **PROGRAMME SPECIFIC OUTCOMES:**

### **B.A. Programme:**

#### **1. Marathi**

After completion of the programme, the students will develop ability:

- To understand and appreciate Marathi literature.
- To understand the creative process and nature of literature.
- To get interest in reading Marathi literature.
- Of using formal and informal Marathi in communication.

- To understand importance of language in day-to-day life.

### 1. Hindi

After completion of the programme, the students will develop ability:

1. To understand the history of Hindi literature and its various forms.
2. To understand and appreciate literature in Hindi.
3. To make use of Hindi in day-to-day life.
4. To know difference between formal and informal use of language.
5. To develop communication skills in Hindi.
6. To propagate Hindi as a national language.

### 1. English

After completion of the programme, the students will develop ability:

- To understand variety of forms of literature, creative writing, or rhetoric.
- To know major literary writers, genres and periods.
- To make critical appreciation of English literature.
- To use communication skills in English.
- To understand the relationship between culture, history, and texts.
- To understand basic concepts in linguistics and their usage.

### 1. Economics

After completion of the programme, the students will develop ability:

- To understand the behavior of Indian and world economy.
- To analyse macroeconomic policies including fiscal and monetary policies of India.
- To determine economic variables including inflation, unemployment, poverty, GDP, Balance of payments using statistical methods.
- To understand the behavior of financial and money markets and perform cost benefit analysis for making investments.
- To master the general ability of analyzing economic issues and problems.

### 1. History

After completion of the programme, the students will develop ability:

- 1.To study the history of various countries in the world.
- 2.To study and interpret history objectively.
- 3.To understand the change and impact of the revolutionary events.
- 4.To understand the events of Indian freedom struggle and contribution of the freedom fighters to the making of modern India.
- 5.To realize the role of social reform movements in the development of modern India.

### **1. Geography**

After completion of the programme, the students will develop ability:

- To understand the physical setup of the world.
- To get acquainted with the relationship between human activities and physical resources.
- To relate the global level situation to the local level.
- To be good planners and environmental conservators.
- To understand natural and manmade disasters and their management.
- To acquire different cartographic and geoinformatic techniques and methods used for representation of demographic and physio-socio-economic database.
- To acquire scientific temperament and respect diversity in the world.

### **1. Sociology**

After completion of the programme, the students will develop ability:

- To understand and analyze social problems.
- To be sensitive to the contemporary Indian social issues.
- To understand various social processes and the theoretical perspectives.
- To believe in social equality.
- To undertake research work in sociology.
- To suggest solutions on social problems.
- Of understanding profiles of tribal, rural and urban communities.

### **1. Political Science**

After completion of the programme, the students will develop ability:

- 1.To understand the history of political ideology and political thoughts from ancient to the modern age.
- 2.To understand the major political systems in the world.
- 3.To understand the dimensions of international politics.
- 4.To interpret the role of regional and international organization in the new world order.
- 5.To analyze the concepts of good governance and e-governance.

6. To realize the organs of government machinery and representation.
7. To understand the formulation and execution of decisions and laws made by the government.

## **COURSE OUTCOMES:**

### **1. NSE Academy Certification in Financial Markets (NCFM)**

After completion of the course, the students will develop ability:

- To build a secure financial future.
- To become more responsible individual with a disciplined approach to money.
- To guide people from overspending money and inculcate a habit of savings and investment.
- To acquire money management skills.
- To start career by opening own business as a sub broker.
- To get investment portfolio in banks, financial institutions, broker of capital markets, etc.

### **2. Certificate Course in Yoga Studies (UGC sponsored)**

After completion of the course, the students will develop ability:

1. To acquire basic knowledge of Yoga at physical and mental level.
2. To understand the tradition of Yoga studies in India.
3. To use Yoga for their individual physical and mental health.
4. To understand the importance of Indian Yoga culture.
5. To propagate Yoga for community health.
6. To start their career as Yoga teachers or instructors.

### **3. Certificate Course in English Speaking**

After completion of the course, the students will develop ability:

- To study the accepted pronunciation of English sounds by using speech organs correctly.
- To identify their flaws in English pronunciation and speak effectively by rectifying them.
- To use English in various life situations.
- To use communicative grammar in English.
- To face interviews effectively and grab job opportunities.

### **4. Certificate Course in Personality Development**

After completion of the course, the students will develop ability:

- To understand strengths and weaknesses of their personality.
- To get away with negative personality traits to get self-confidence.
- To develop effective personality through verbal and non-verbal communication.
- To become successful human beings.
- To develop self-identity through self-analysis.

## 5. Certificate Course in Bank Recruitment

After completion of the course, the students will develop ability:

1. To understand practical banking.
2. To acquire money management skills.
3. To become responsible individuals with disciplined approach to money.
4. To grasp job opportunities in the field of banking and financial organizations.
5. To use advanced computer applications.

## 6. Competitive Examinations Foundation Course

After completion of the course, the students will develop ability:

- To study various subjects in detail.
- To acquire various skills of study for competitive examinations.
- To face various competitive examinations with confidence.
- To plan their career well-in-advance.
- To serve the nations as responsible citizens with social commitment.

## 7. Information and Communication Technology (ICT)

After completion of the course, the students will develop ability:

- To acquire computer literacy.
- To learn various computer applications like MS Office.
- To use internet.
- To use advanced computer applications in day-to-day work.
- To seek job opportunities in the field of IT like data processing, BPO, Call Centers, etc.

## Description of Mechanism of Communication

- Information about objectives and outcomes of programmes and courses is displayed on the college website.
- Members of the admission committees give advice and counselling regarding the outcomes of the programmes and the courses taught.
- Subject teachers discuss with the students regarding the outcomes of the programmes/courses.
- The outcomes are also communicated to the students and teachers by displaying them in the college and department notice boards.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

**Response:**

The attainment of the outcomes is evaluated through the students' performance in the university examinations. The college takes into consideration the performance of the students in the internal evaluation methods. The students' participation in the curricular and co-curricular activities also play important role in the achievement of the outcomes. After the successfully completion of the programme, the outcomes can be evaluated through the feedback submitted by the students. Their success in the on-campus and off-campus placements also shows how much the students attained the outcomes. The rate of self-employed students can be considered while counting the attainment of the outcomes. The analysis of various types of feedback is also a means to evaluate the attainment of the programme, programme specific and course outcomes.

### 2.6.3 Average pass percentage of Students

**Response:** 69.5

#### 2.6.3.1 Total number of final year students who passed the university examination

Response: 139

#### 2.6.3.2 Total number of final year students who appeared for the examination

Response: 200

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

File Description	Document
Database of all currently enrolled students	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years**

**Response:** 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	<a href="#">View Document</a>

**3.1.2 Average number of research projects per teacher funded by government and non government agencies during the last five years**

**Response:** 0.18

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 4

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
List of research projects and funding details	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

### 3.2 Innovation Ecosystem

**3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge**

**Response:**

The college research committee plays pro-active role in creating an ecosystem for innovations in research. The college has taken an initiative to establish an Incubation Center to support the efforts taken by the research committee to boost the research and motivate the prospective researchers to undertake research in their fields of interest. In the committee, the teachers and students are guided to submit research proposals, to prepare research papers and to avail grants for research projects (MRPs). The UGC has sanctioned 04 Minor Research Projects during last five years. The students are motivated to participate in the competitions organized on the research projects like *Avishkar*. The college has submitted a research project under the Research Sensitization Scheme for College Students under Lead College activity by Shivaji University, Kolhapur entitled “Evaluation of *Magel Tyala Shettale*, a Scheme under *Jalyukta Shivar Abhiyan* with Special Reference to Satara District: A Geo-economic Analysis” and the university sanctioned research grant of Rs. 10,000/-. The college organized a One Day Workshop on “How to Prepare a Research Project” on 29th August, 2017. The college has submitted 04 research proposals to the RUSA on behalf of the departments of Economics, Political Science, Geography and Sociology.

Along with the above activities, the college has organized 04 national level and 01 state level seminars /conferences during last five years and published the books with ISBN.

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

**Response:** 1

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

**Response:** Yes

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>



### 3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

**Response:** No

File Description	Document
List of Awardees and Award details	<a href="#">View Document</a>

### 3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

**Response:** 0.21

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
10	5	6	1	1

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 0.44

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
15	9	14	7	2

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

Sr.	Extension Activities	Details
1	Awareness Rally on Social Issues	Kalwade Village
2	Vasundhara Environment Awareness Rally	Shivaji University, Kolhapur
3	Economic Leadership Development Workshop	Late Narayan Meghaji Lokhande Vidnyan Sanstha, Mumbai
4	Lecture on "Girls Security and Solutions against Sexual Harassment"	Sexual Harassment Prevention Committee
5	Yoga Workshop	Pantajali Yogpith, Haridwar, Branch K
6	Swachha Bharat, Swastha Bharat Campaign	NSS
7	AIDS Awareness Marathon Competition	Venutai Chavan Sub-District Hospital,
8	AIDS Awareness Poster Exhibition	Venutai Chavan Sub-District Hospital,
9	Blood Donation Camp	Venutai Chavan Sub-District Hospital,
10	Training Workshop for <i>Sarpanch</i> and <i>Gramsevak</i>	Adult and Continuous Education Department, Shivaji University, Kolhapur
11	Laws for Women	Sexual Harassment Prevention Committee
12	Dental Check-up Camp	Krishna Institute of Medical Sciences, K
13	Conservation of Vasantgad Fort	NSS and Chh. Sambhaji Kille Sanvardhan Sangh, Vasantgad
14	Laws Regarding Sexual Harassment	Sexual Harassment Prevention Committee
15	Health Check Up Camp (Thalesemiaya Testing)	Sexual Harassment Prevention Committee
16	Laws Regarding Sexual Harassment	Sexual Harassment Prevention Committee
17	Swachha Bharat, Swastha Bharat	NSS
18	Role of Self Help Group in Women Empowerment	Panchayat Samiti, Karad
19	Campus Cleanliness	NSS
20	Laws for Women	Sexual Harassment Prevention Committee
21	Health Check-up Camp for Girls	Sexual Harassment Prevention Committee
22	Kopardi Nirbhaya Issue: Open discussion	<i>Sachetana</i> Committee
23	Street Plays (in the villages – Mhopre, Sakurdi, Tambave and Karad) on Education, Social Problems etc.	Cultural Activities Department
24	Tree Plantation	NSS, Mhopre Village

25	Workshop on Digital Economy (Cashless Economy)	Bank of Maharashtra	
26	NSS Special Camps at Kalwade, Rethare Bk., Kole, Kasarshirambe and Mhopre	NSS/Shivaji University, Kolhapur	
27	Raksha Bandhan Programme	Krantiveer Madhavrao Jadhav Observation Home, Karad	
28	<i>Chhatra Police Mitra</i> : Annual Participation	Police Station, Karad	
29	Shri Swami Vivekanand <i>Jayanti Saptah</i> (12-19 January) Every Year	Cultural Activities Department	

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 8**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	0	2	2

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

**Response: 31**

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
9	5	4	7	6

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 49.72

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
754	404	494	283	294

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt. or NGO etc.	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 3

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	0	0	0

File Description	Document
Copies of collaboration	<a href="#">View Document</a>
Number of Collaborative activities for research, faculty etc.	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 2**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	0	0	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	<a href="#">View Document</a>
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

Adequate facility for teaching and learning plays a leading role in healthy atmosphere for academic growth. Therefore, the institution has tried to provide adequate facilities for teaching and learning for effective interaction between students and teachers.

The institution has following facilities/equipments for teaching and learning.

The details are as below:

- Total campus area: **1772.62 sq.mt.**
- Total no. of rooms: **42**
- Total no. of class rooms: **23**
- Total no. of class rooms equipped with LCD: **03**
- No. of rooms with Wi-Fi/LAN facility: **38**
- Total no. of seminar hall: **01**
- Total no. of seminar hall with ICT facility: **01**
- Total no. of computer lab: **01**
- Total no. of computers with Internet: **26**
  
- Computers in computer lab: **15**
- Computers in administrative office: **04**
- Computers in central library: **04**
- Computer in Department of Geography: **01**
- IQAC Office: **01**
- Examination Cell: **01**
  
- Total no. of laptops: **14**
- GPS instrument: **01**
- Telescope: **01**
- Photocopy machines: **02**
- Digital Cameras: **02**
- Total no. of LCD projectors: **04**
- Total no. of LED TV: **02**
- CCTV System: No. of Cameras **16**
- Intercom Facility: No of Connections **14**
- Other facilities for teaching-learning process:

Central library, Departmental libraries, partially separate space for faculty in the departments, Girls' common room, NSS room, Yoga Center and *Divyangjan* student room.

#### 4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

##### Response:

The college provides various facilities for sports, games (indoor, outdoor, gymnasium, Yoga Centre, etc.) and cultural activities.

- Gymkhana:
  - Total gymkhana area: **506 sq. ft.**
  - Size of gymkhana: **23 x 22 ft.**
  - Indoor game facilities: **Chess and Carom**
  - Outdoor game facilities:
    - College Ground : **Volley ball, Kabaddi, Single and Double**
    -
  - Liberty Majdoor Mandal Ground: **Kho-kho, Kabaddi**
  - Shivaji Stadium : **Wrestling, Weight Lifting, Football,**

#### Long Jump, Handball, Shot Put, Discus Throw, Javelin Throw, Hammer Throw

- Gymkhana user rate: **46.41**
- **Yoga Center** : Size: **27 x 21.5 ft.** Year of establishment: June 2014
- **Cultural Cell:**
  - Open air platform for public speaking and observation of the Independence Day of India, Republic Day of India, Maharashtra Foundation Day and other activities was available up to March 2016. After the extension of the new college building, it will be rebuilt after the completion of the new college building.

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 12.5

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 3

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	<a href="#">View Document</a>

#### 4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

**Response:** 0.69

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.84	2.95	2.12	0.61	0.72

File Description	Document
Details of budget allocation, excluding salary during the last five years	<a href="#">View Document</a>
Audited utilization statements	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

### 4.2.1 Library is automated using Integrated Library Management System (ILMS)

**Response:**

- Name of the ILMS software :
- **LIB-MAN- Library Management System / Software purchased from Master Soft ERP Solutions Pvt. Ltd., Nagpur**
- Nature of automation (Fully or Partially):
- **Fully automatic**

The central library of the college is fully automated with a barcode system. It provides access to books, journals, periodicals and e-resources through the following facilities:

- OPAC (Online Public Access Catalogue): to access books and e-resources
- Electronic resource management package for e-journals:



Available through INFLIBNET (Information Library Network)/

N-LIST(National Library and Information Services)

- Total no. of computers for students and teachers: 04
- Internet band width speed: 7.0 mbps
- Version:
- **VB (Visual Basics), MS SQL, MS Windows 10**
- Year of Automation: 2012-13 (**Annually Updated**)

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

- Collection of Rare Books:

1. ***Shrutisidhanta Dipika***. Shrutisidhanta Prakashan, Shivaji University, Kolhapur. Author: Shri. Balacharya Radhendra Sharma. Number of copies- 01, Publication Year- 1968
2. ***Saptashatar III***. Shivaji University, Kolhapur. Author- Shri Upadhye. A. N. Number of copies: 01, Publication Year- 1970
3. ***NitiAani Kalopasana***. Kavishwar Publication, Indore. Author- Kavishwar. G. V

Number of Copies: 01, Publication Year: 1950

1. ***Logic Language and Composition***. Winthrop Publishers, Cambridge (America), Author- Wills Hulon. Number of copies- 01, Publication Year: 1975
2. ***Ethics***. Prentice Hall of India Publication. Author: William K. Frankena. Number of Copies: 01, Publication Year: 1982
3. ***Vangmayatil Vad Sthale***. Popular Publication, Mumbai. Author – Kulkarni V. L. Number of copies – 01, Publication Year : 1984
4. ***The Kings Treasuries of Literature***. J. M. Dent and Sons, Ltd, London. Author – Quilter. A. T. , Number of copies – 01, Publication Year : 1950
5. ***On Heroes Hero. Worship and the Heroic in History***. Oxford University Press, London. Author – Carlyle Thomas, Number of copies – 01, Publication Year : 1963
6. ***The Golden Treasury***. Oxford University Press, London, Author – Palgrave F. T. Number of copies – 01, Publication Year : 1952
7. ***Essays of Yesterday***. Publication – George Harrap and Company Ltd, London. Author – Treble H. A. and Vallins G. H. Number of copies – 01, Publication Year : 1929
8. ***English Appreciation***. Publication - Longmans Green and Company Ltd., London, Author – Burton S. H., Number of copies – 01, Publication Year : 1962

- Other knowledge resource

1. CDs - 57
2. DVDs - 18
3. Audio Cassettes- 13

- Collection of Special Reports:

Sr. No.	Report	Name of Publisher	Details
1	Economic Survey 2009-10	Oxford University Press	Govt. of India
2	India Human Development Report 2011	Oxford University Press	Govt. of India
3	India Development Report 2011	Oxford University Press	Nachane D. M.
4	World Development Report 2012	The World Bank Group	The World Bank
5	Maharashtra Human Development Report 2012	Sage Publications India Pvt. Ltd.	Sage Publication
6	World Development Report 2014	The World Bank Group	The World Bank
7	World Development Report 2015	The World Bank Group	The World Bank
8	Human Development Report 2013	-----	United Nation Development Programme
9	Economic Survey 2011-12	Oxford University Press	Govt. of India
10	Economic Survey 2012-13	Oxford University Press	Govt. of India
11	Economic Survey 2013-14	Oxford University Press	Govt. of India
12	Economic Survey Statistical Appendix 2013-14	Oxford University Press	Govt. of India
13	Economic Survey Vol. I 2014-15	Oxford University	Govt. of India

14	Economic Survey Vol. II 2014-15	Press Oxford University	Govt. of India
15	India Development Report 2015	Press Oxford University	S. Mahindra Dev

**4.2.3 Does the institution have the following:**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)**

**Response:** 0.69

**4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
0.24	0.74	0.88	1.02	0.58

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

4.2.5 Availability of remote access to e-resources of the library	
<b>Response:</b> Yes	
File Description	Document
Details of remote access to e-resources of the library	<a href="#">View Document</a>

4.2.6 Percentage per day usage of library by teachers and students	
<b>Response:</b> 5.52	
4.2.6.1 Average number of teachers and students using library per day over last one year	
Response: 50	
File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi		
<b>Response:</b>		
The institution has following IT facilities including Wi-Fi with date of updating and nature of updating.		
Sr. No.	Facility	Particulars
1	Computers	26 (Updated annually)
2	Laptops	14 (Updated, as per requirement)
3	Colour printer with scanner	01
4	Printer with scanner	04
5	Only printers	06
6	Stand-alone Facility	Photocopy Machine, Barcode Printer
7	License Software	Windows 10, MS Office 2007, MS Visual Studio 2012, C Software for Accounting, LIB-MAN Software (Library),  Global Mapper Software (Geography), Local language font (K

8	LAN Facility	<b>Computer Laboratories, Library, Administrative Office</b>
9	LCD Projector	<b>03</b>
10	LED TV	<b>02</b>
11	Digital Cameras	<b>02</b>
12	Internet	<b>BSNL VPN Broadband connectivity (Updating Annually)</b>  <b>Wi-Fi (04 Modems) range up to 100-200 meters,</b>  <b>Adjustable BSNL VPN Broadband connection(02)</b>

. The Library and Administrative Softwares are updated frequently through AMCs. For other facilities/equipments, the updating is carried out on need basis.

All the BSNL internet connections are updated, when required. The college campus is enabled with a CCTV surveillance system and Wi-Fi enabled. The campus is connected through optical fiber cables and STP cables for internet

#### 4.3.2 Student - Computer ratio

**Response:** 21.8

File Description	Document
Student - Computer ratio	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**<5 MBPS**

**5-20 MBPS**

**20-35 MBPS**

**35-50 MBPS**

**Response:** 5-20 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

## 4.4 Maintenance of Campus Infrastructure

### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 7.92

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
10.60	32.91	10.77	8.81	14.57

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>

### 4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

**Response:**

Every year in the Local Management Committee (LMC), presently, College Development Committee (CDC) and Purchase Committee meetings, budgetary provisions are made under different heads like building, furniture, computers, library, gymkhana, water supply, and electricity charges for maintenance and to upkeep the facilities available in the college campus. To maintain and upkeep these facilities the college has used the following measures:

- Keeping Dead Stock Registers by Administrative Office, Gymkhana, N.S.S., Central Library and Department of Geography.
- Annual stock verification through audits by the Management.
- The maintenance of the college building is done through the Civil Engineer of the Management.
- Whenever necessary, the additional staff is appointed on daily wages to look after the maintenance of furniture.
- The staff is appointed on daily wages for electrification, plumbing and sanitation.

- Cleanliness of classrooms, computer lab, staff room, library, different departments and Principal's cabin is carried out by regular staff.
- The work is given on the contract basis for the maintenance of softwares and equipments such as computers, laptops, printers, scanners, etc.
- For the Solar Panels, an AMC is signed for the period of 10 years.
- Water coolers with purification units are maintained through AMCs.
- Regular maintenance of instruments in NSS and Department of Geography is also done regularly.
- Library Committee makes budgetary provisions for general books, reference books, journals and periodicals. Requirements from all the departments are invited and discussed in the LMC and then approved. Finally as per the need, the books are purchased with the permission of the Principal and the Management. Also all the subscriptions of journals, periodicals, LIB-MAN as well as annual maintenance of LIB-MAN Software is done through the AMCs.
- Fire extinguisher system is also installed in the college.
- The overall development of campus is controlled and supervised by the College Campus Development Committee.

The efforts are consistently taken by the college and the Management for creation and up-gradation of infrastructural facilities to support teaching-learning and other activities of the college.

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 59.41

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
493	470	616	677	490

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 15.41

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
87	138	345	140	3

File Description	Document
Any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freeships besides government schemes in last 5 years	<a href="#">View Document</a>



### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 9.07

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
74	112	75	81	72

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

**5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years**

**Response:** 4.27

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
64	53	8	27	38

**File Description**

**Document**

Details of the students benefited by VET

[View Document](#)

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response:** Yes

**File Description**

**Document**

Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee

[View Document](#)

Details of student grievances including sexual harassment and ragging cases

[View Document](#)

Any additional information

[View Document](#)

**5.2 Student Progression**

**5.2.1 Average percentage of placement of outgoing students during the last five years**

**Response:** 5.79

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	19	5	9	24

File Description	Document
Details of student placement during the last five years	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>

**5.2.2 Percentage of student progression to higher education (previous graduating batch)**  
**Response: 12.22**

5.2.2.1 Number of outgoing students progressing to higher education  
 Response: 27

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)**  
**Response: 50.14**

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	19	5	9	24

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
24	27	22	31	29

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

#### 5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

**Response:** 3

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	1	0

File Description	Document
e-copies of award letters and certificates	<a href="#">View Document</a>
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>

#### 5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

**Response:**

The College Students' Council was formed as per Maharashtra Universities Act of 1994 every year. The meetings of the Students' Council were frequently conducted while organizing various programmes in the college. As the 1994 Act was dissolved, the Students' Council existed up to the academic year 2014-15. The student representatives would share their suggestions and problems in the meetings of the Council as well as in their personal interactions with the Principal, HODs faculties and others.

According to the Maharashtra Universities Act 1994, the students were selected on the merit basis one each from each class of the undergraduate college. The representatives of NSS, Cultural Activities, Sports and two representatives of the Girls nominated by the Principal were appointed on the Students Council on their merit in the respective fields. The two representatives from the above are nominated from

the reserved category. But the Secretary of the Students' Council was elected from amongst the representatives as per the procedure prescribed in the Act.

The representation to the students is also given on the academic and administrative committees like IQAC, NSS, Sports/Gymkhana, Library Committee, Internal Complaints Committee, Cultural Activities Committee, Students' Aid Fund, Students' Redressal Cell, Anti-Ragging Committee, COCs Committee, etc. The college receives important suggestions from the students for the healthy functioning of the college. The students give active support to the college in the organization of various curricular and co-curricular activities.

Though the Students' Council is not in existence, since last two academic years, due to the Government ordinance, the students' representatives are taken on the various committees to give them an opportunity to communicate their views to the Principal and the college, in general.

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 20.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
25	23	19	17	18

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The college has registered alumni association as "Bapuji Salunkhe Mahavidyalay Karad Maji Vidarthi Sanghatana Karad" (Bapuji Salunkhe Mahavidyalay Karad Alumni Association Karad) under Section 20 of the Societies Registration Act, 1860 with Reg. No. STR/74935/1860/18. The association gives significant contribution to the development of the college. The role of alumni is very important in the organization of various activities. Every year, an alumni meet is conducted in the college campus by the

alumni association. They express their views regarding the college and also help financially and by means for the development of the college. The first President of Alumni Association and the student of the first batch of the college, Late Dadasaheb Suryawanshi has extended his helping hand by providing the JCB during the construction of the new college building free-of-charge, and after his death, his family members has offered a cash prize for the Best Sportsperson depositing Rs. 11,000/-. Some alumni like Pramod Sukare gives valuable help for a self-financing course like BJCS, and Vijay Valavade for the department of cultural activities and motivate the students to participate in them. Nitin Dhapare is a renowned media person in Karad who runs a private TV channel called YZ India. He helps the college by giving wide publicity to various activities organized in the college. Amit Gore has helped financially for the new college building by donating Rs. 25,000/-. Some alumni have also sponsored the prizes to the students who stand first in B.A. (Geography, Political Science) and for the best sportsperson.

Every year alumni brochure is published which includes the department-wise information of the alumni with name, contact details and photos. The information about the faculty, members of alumni association is also included in it. Thus the database about the alumni of the college is preserved in the institute.

Besides this, our college has decided to publish a booklet of the alumni who passed out during 1987 to 2010 with their names, contact details and department. Thus the alumni association is pro-active in the development of the college by all means.

#### 5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

**Response:** ? 5 Lakhs

File Description	Document
Any additional information	<a href="#">View Document</a>
Alumni association audited statements	<a href="#">View Document</a>

#### 5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

**Response:** 16

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	3	3	3

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

NAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

The college is governed by the management named 'Shri Swami Vivekanand Shikshan Sanstha, Kolhapur.' The motto of the management is "Dissemination of Education for Knowledge, Science and Culture" (*Dny?n, Vidny?n ?ni Susansk?r Y?ns?thi Shikshanpras?r*). In tune with the motto of the management, the college has set the following vision and mission:

##### Vision:

To create responsible citizens by providing quality education to the rural and urban students, particularly, socio-economically deprived.

##### Mission:

- 1.To impart qualitative and valuable service in the field of education to the residents of the rural and urban area in the vicinity of Karad.
- 2.To attain community development through educational facilities.
- 3.To increase the sense of character building, integrity, honesty, truth, cooperation and discipline amongst the students to inculcate universal values among them.
- 4.To focus on the all-round personality development of the students through various activities in association with GOs and NGOs.
- 5.To disseminate education at the grass root level for the socio-economic and cultural development of the people.
- 6.To prepare the students to face the global challenges by acquiring need based advanced education.
- 7.To inculcate the democratic values and secularism among the students.

Since the last more than three decades, the college, in tune with its vision and mission, has been imparting quality education to all sections of society especially to socio-economically deprived students. The college provides the UG programmes like B.A., B.Com., and B.J.C.S. along with these academic programmes, co-curricular and extension activities are organized for all-round personality development of the students. The COCs and skill development courses are also conducted to make them employable and self-reliant.

The founder of the Sanstha, an eminent educationalist, Shikshanmaharshi Dr. Bapuji Salunkhe, being a teacher, has adopted an inclusive policy seeking participation of teachers in the decision making bodies of the management and the college. The college prepares its perspective plan under the guidance of the Management, LMC (now CDC), IQAC, and Students' Council. It includes a master plan of academic and infrastructural facilities. The college, in the beginning of the each academic year, forms various annual work distribution committees through which the regular functioning of the college is monitored.

Various academic and extension activities reflecting the vision and mission of the college are organized frequently to nurture the human values among the students and other stakeholders. Internal Complaints



Committee of the college organizes various programmes for women empowerment and gender equity. Environment awareness programmes are also organized to sensitize the students for the protection and conservation of natural resources.

Through various activities, value education is imparted to the students. There is no distinction based on gender, religion, caste, region, creed etc. The principles of liberty, equality, fraternity, secularism and nationality are imbibed in the students. The college tries to uplift the downtrodden and socio-economically deprived students by providing several welfare schemes like scholarships, freeships, Group Insurance, Student Aid Fund, concession in fees, various awards and prizes, etc.

### 6.1.2 The institution practices decentralization and participative management

#### Response:

The college is sensitized to the latest managerial concepts like strategic planning, teamwork, decision-making and effective implementation. Institutional practices are decentralized to a large extent. Various annual work distribution committees are formed to plan and monitor the functioning of different departments of the college. The Principal with the support of the Heads of the Departments and various committees participate in decision-making which create an environment of organizational participatory democracy. Administrative powers and responsibilities are distributed to faculties on the basis of their experience, competence, commitment and aptitude to meet the institutional objectives. For the organization of the special events like seminars, conferences, workshops, etc. the separate apex committee supported by the other sub-committees is formed for the distribution of the various responsibilities for the successful organization of the events.

Here is a case study of a One Day National Seminar on “The Contribution of Bharatratna Dr. Babasaheb Ambedkar in Socio-economic and Political Development of India” jointly organized by IQAC and the Departments of Sociology, Economics and Political Science on 25 October, 2016. For the organization of the seminar, an Organizing Committee is formed. To support the committee, other sub-committees such as Research Paper Committee, Registration and Certificate Committee, Welcome Committee, Feedback Committee, etc. are created to distribute the workload of the organisation among the other faculties and staff. It creates the participatory spirit and unity among the staff of the college. Thus, the institution practices decentralization and participatory management. The structure of the Organizing Committee formed for the national seminar was as follows:

Organizing Committee			
Prin. Dr. J. S. Patil	Organizer	Mr. N. M. Chobe	Coordinator
Dr. S. S. Desai	Secretary	Dr. J. A. Mhetre	Coordinator, IQAC
Mr. B. B. Patil	Treasurer	Mr. A. B. Kanse	Member
Mr. M. V. Patil	Member	Mr. D. G. Mohite	Member
Dr. Ms. U. R. Patil	Member	Mr. S. V. Angapurkar	Member
Mr. S. D. Kamble	Member	Mr. S. S. Thorat	Member

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

**Response:**

Yes, the Perspective Plan was prepared in the context of Vision and Mission of the college for the period 2012-2017 and available in the college and on its website.

The deployment documents are also available in the college and its report is available on the college website.

• **One Activity Successfully Implemented Based on the Strategic Plan:**

As per the Perspective Plan prepared in 2012, the college has decided to organize at least one state / national level seminar/conference. As per the plan the college has, so far, organized five **state / national seminars/conferences**. The details regarding the seminars/conferences are –

Sr.	Theme/Title	Date
01	Economic Thoughts of Mahatma Gandhi and Present Situation	5th October, 2013
02	The Contribution of Yashwantrao Chavan to Socio-Economic Development of India	24th & 25th October, 2013
03	Yashwantrao Chavan: Thoughts and Legacy	10th to 12th March, 2016
04	The Contribution of Bharatratna Dr. Babasaheb Ambedkar in Socio-economic and Political Development of India	25th October, 2016
05	Challenges before History Writing and Historical Research	8th October, 2017
06	Management in the 21st Century: A Road Map (State Level)	16th & 17th February, 2015

The college published the selected papers read in the national/state level seminars/conferences in the book form with ISBN. The details are as follows:

1. *Economic Thoughts of Mahatma Gandhi and Present Scenario* ( 2 Oct. 2015) ISBN: 978-81-928632-2-1
2. *The Contribution of Yashwantrao Chavan to Socio-economic Development of India* (March 2014) ISBN: 978-81-928632-0-7
3. *Management in the 21st Century: A Road Map* (Feb. 2015) ISBN: 978-81-928632-1-4
4. *The Contribution of Bharatratna Dr. Babasaheb Ambedkar in Socio-economic and Political Development of India* (31 March 2017) ISBN: 978-81-928632-3-8

File Description	Document
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

#### Response:

**Shri Swami Vivekanand Shikshan Sanstha, Kolhapur** is the apex management body of this college. It consists of General Body, Managing Committee, Life Workers' Committee, Trustee Committee, Divisional Committees and Sub Committees. The policy decisions pertaining to academics and administration are taken by these bodies and communicated to constituent colleges.

College Development Committee (CDC) is the highest governing body at the college level. It delegates its authority to the principal to create various committees for work distribution.

- **The Principal** is the sole in-charge of the college who leads both academic and administrative committees.
- **The Administrative set up** is related to admissions, eligibility, examinations, scholarships, freeships etc. As well as, it provides the support required for maintaining records and interaction with the government, university and stakeholders.
- **Internal Quality Assurance Cell (IQAC)** monitors all academic, administrative and extension activities to ensure quality enhancement.
- **Various Committees** including the statutory and non-statutory committees are formed for smooth, transparent and effective functioning of the college.
- **Service Rules, Procedures, Recruitment, Promotional Policies as well as Grievance Redressal Mechanism follow as per the rules and regulations of the government (State and Central), UGC, university, etc.**

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

#### D. Any 2 of the above

**Response:** D. Any 2 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>

#### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

The college has a dynamic and efficient leadership. It is reflected in the effective functioning of various bodies/ cells/ committees. The minutes of the meetings of various bodies are implemented as per the resolutions made in the meetings. Performance of each committee/body is reviewed frequently by the Principal, formally as well as informally.

To show how the resolutions are effectively implemented, there is an example of the introduction of the *Certificate Course in Yoga Studies*. It was unanimously agreed that such a kind of course on Yoga is a need of the time, considering the changing lifestyle of the people which is full of stress and tension due to competition in every field. The decision to start the course was resolved in the LMC meeting and after discussion in the IQAC of the college; the final proposal was submitted to the UGC and later recognized by Shivaji University, Kolhapur. The UGC sanctioned Rs. 7,00,000/- for the course.

This course is being run successfully since last three years, and the students and the general public who are interested in Yoga are admitted for the course. The curriculum of the course comprises both theory papers and practical presentation. The experts in Yoga are invited as visiting faculty for the course, and seeking their active support, the course is being run successfully. Recently, two participants of the course, participated in an international competition held at Nepal and won two international medals. Ms. Shruti Inamdar won the Gold Medal and Ms. Roma Bagal, the Silver Medal.

### 6.3 Faculty Empowerment Strategies

#### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

**Response:**

The following effective welfare measures are available in the college for teaching and non-teaching staff:

- Shri Swami Vivekanand Shikshan Sanstha Servant's Co-operative Credit Society provides financial support by offering loans.
- Medical Reimbursement Scheme to provide financial support for medical treatment to the teaching and non-teaching staff.
- Accident group insurance coverage to all teaching and non-teaching staff through Shivaji University, Kolhapur.
- Felicitations of teaching and non-teaching staff for their achievements.
- Teachers' Benevolent Fund (TBF), a welfare scheme through teachers' organization Shivaji University Teachers' Association (SUTA) wherein after the death of a teacher member, relatives get an instant financial support of more than Rs.50,000/-.
- The facility of Over Draft (OD) is given through the Bank of Maharashtra.
- Loans for non-medical reasons from Provident Fund.
- Housing and Higher Purchase loans from various banks.
- Health check-up camps are organized in association with neighbouring medical agencies.

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 19

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	5	6	3

#### File Description

#### Document

Details of teachers provided with financial support to attend conferences, workshops etc. during the last five years

[View Document](#)

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 0.8

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	3	1	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres).	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

**Response:** 7.55

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	3	2	1

File Description	Document
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

The performance of faculty is monitored through the Performance Based Appraisal System (PBAS) as per the guidelines of the UGC. Every faculty has to submit the performance based appraisal forms to the IQAC at the end of each academic year. The Principal analyzes the reports giving his remarks and shares his views with the individuals for better performance. For the CAS, the performance based appraisal reports are taken into consideration for promotions. Through the appraisals and evaluation, the Principal

advises the faculty members for further improvement. On the basis of analysis of performance appraisal reports, an individual is informed accordingly, and motivated for publishing articles, presenting papers, participating in workshops and conferences and to take up higher studies.

The students' feedback on the faculty is also taken and analysed at the end of every academic year. As per their feedback, the Principal gives necessary suggestions to the respective faculty for their improvement in the teaching-learning performance.

Performance of the non-teaching staff is evaluated on the basis of feedback from the Office Superintendent and accordingly the Principal takes appropriate measures for necessary improvement, and then their Confidential Reports (CRs) are submitted to the Management.

The outcome of the system is that the person is identified to assign additional responsibilities and those who are not contributing significantly in the development of the college are informed to make necessary improvements in their performance.

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

The college has internal and external audit mechanism. The internal audit is carried out by the Auditor of the Management. The external audit is carried out by the Joint Director of Higher Education, the Senior Auditor and the Auditor General of the State.

The internal audit is conducted by the Special Inspection Cell (SIC) of the Management every year. The objections raised in the internal audits are cleared regularly and there is no pendency in this regard. The external audit of the college is conducted by M/S P. V. Phatak & Associates, Kolhapur. The audits of the last five years have already been completed.

The major objections raised by the auditor are as under:

1. The register of dead stock and fixed assets showing full details is not maintained.
2. Details and confirmation of the building ledger and pre-building ledger are not available.
3. The list of individual accounts of Rs. 2,24,443/- are not furnished.
4. The student-wise list for university fees, scholarship and examination fees and other audit records are not furnished for verification.

Objections are reviewed by the Office Superintendent and accounts clerk promptly and cleared the objections in time. The compliance being made satisfactorily of the objections in the following way:

1. The register details of dead stock updated with necessary details.
2. The list of individual account of Rs. 2,24,443/- prepared and submitted to the Management.
3. All liability audit regarding scholarship and fees have been adjusted/refunded to the concerned departments.

The AG audit by the Auditor General, Mumbai was done on 29 to 31 March, 2010 for the period 01/04/1990 to 31/03/2009, there were 05 audit objections and all the 05 objections have been cleared by the college.

Sr. No.	Audit Objections	Compliance Made
1	Excess salary grants lying with college	Compliance regarding all the 05 objections made by the college and the response to the AG, Mumbai. The AG accepted all objections had been cleared.
2	Huge undisbursed scholarships lying with college	
3	Non-refund of lapsed deposit	
4	Arrears in assessments of salary grants	
5	Difference in PL a/c balances	

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

**Response:** 65.97

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
12.22	19.82	15.58	8.63	9.72

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

Every year the budget, prepared by the college and sanctioned by the IQAC and LMC (now CDC), is submitted to the management for its approval. Then, the available funds are distributed according to the needs of the departments. Expenditure is made with the prior permission of the Principal/Management. Quotations are invited and opened before the Purchase Committee. Accordingly purchase orders are placed. All the official formalities are completed; viz. preparation of vouchers/stock entries and issue of



cheques to the concerned suppliers, and the record is maintained properly. Receipts for all the collections are given and the amount is deposited in banks.

The college has internal and external audit mechanism to monitor the utilization of the budget, strategy for mobilization of funds and the optimal utilization of resources. The utilization of the budget is monitored regularly by the Management.

For the collection of the funds, the college appeals to the stakeholders and collects the funds which are used for the development of the college under various schemes. All donations collected by the college are remitted to the Management and then, as per requirements, the Management refunds the amount to the college for its utilization. Separate ledgers are maintained under different heads in order to maintain the accounts.

The college devises various ways and means to mobilize the resources for the development of the college. Some of the methods used to secure additional funding are—

- Donations from the stakeholders and public in general.
- Financial assistance from funding agencies like the UGC.
- Financial assistance from the Management.
- Fees collected from the self-funded courses.

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

IQAC has been actively functioning in the college. The college has entrusted the responsibility of planning, monitoring and executing different activities to the IQAC for quality assurance, sustenance and enhancement focusing on the core values identified by the NAAC.

The quality assurance processes have been institutionalized through:

- Disseminating information on the various quality parameters of higher education
- Reviewing the existing programmes and introducing new programmes relevant to the present educational scenario
- Promoting research and creating atmosphere conducive to research
- Promoting the use of technology for enhanced teaching-learning process
- Organization of national, state, regional level seminars/ conferences/workshops.
- Inculcating nationalistic/ patriotic sentiments
- Imparting value based education
- Documenting the various quality enhancing programmes/activities of the college
- Collecting the feedback responses from the students (on teachers and curriculum), parents and alumni.

The IQAC prepares an AQAR report of the college and submits to the NAAC every year.

Following are the two examples of the best practices institutionalized as a result of IQAC initiatives:

### **I. Academic and Administrative Audit (AAA):**

#### **1) Title: Academic and Administrative Audit (AAA)**

#### **2) Goals:**

1. To get the college assessed through the external panel of peers
2. To enhance the quality of the college by seeking suggestions and recommendations from the panel
3. To know the status of the college at academic and administrative level.

#### **3) The Context:**

The college gives prime importance to quality education by adopting quality measures. One of the ways to ensure quality is to evaluate the performance of the college through self-assessment and volunteer itself for assessment by the external Panel of peers. So the Academic and Administrative Audit of the college is carried out at the end of every academic year to evaluate the performance of the college in academic and administrative practices.

#### **4) The Practice:**

The Academic and Administrative Audit is carried out by the Panel of the peers at the end of every academic year.

The panel consists of –

- (1) Principal, the Chairperson of the Panel
- (2) two senior teachers from the Arts and Commerce faculties as members, and
- (3) one senior member from the administrative staff.

All the members of the Panel are from other colleges. The audit is carried out as per the format prepared by the Panel taking into consideration the guidelines of the NAAC for assessment and accreditation of the institutions. The panel visits the college on the scheduled date as per the programme prepared well in advance. The panel interacts with the Principal, faculties and the administrative staff, as well as, visits the departments and support services. The panel verifies the documentary evidences available for validation. The panel also observes seriously whether the suggestions made by the previous panel have been rectified properly. The panel submits detailed report to the Principal in the Exit Meeting based on SWOC analysis.

#### **5) Evidence of Success:**

Due to the Academic and Administrative Audit (AAA), the overall profile of the college has enriched with more number of research activities (increase in MRPs, publications, presentations, organization of

seminars/conferences, etc.), introduction of CoCs for career/skill development, of cultural, sports and extension activities. The profiles of the individual teachers have also been enriched due to their active participation in academic, research, extension and other activities. The administrative work has become up-to-date. Due to the AAA practice, the teaching learning and administrative work has become disciplined.

#### **6) Problems Encountered and Resources Required:**

There is no major problem in the implementation of AAA.

The resources required are the experts from various faculties, and financial assistance.

## **II. A Column: *Artha Vishva***

### **1) Title: *Artha Vishva***

### **2) Goals:**

1. To increase awareness among the students regarding current affairs in economic activities.
2. To create a good economic environment among the students.
3. To publish statistical data on financial matters.

### **3) The Context:**

The Department of Economics has been publishing a weekly column '*Arth Vishva*' since last five years which is devoted to economic matters. A main objective behind this activity is to provide knowledge of current economic affairs to the students.

### **4) The Practice:**

The column '*Artha Vishva*' is published on a noticeboard. In this column, we highlight the rate of gold and silver, share market indices (BSE and NSE), foreign exchange rate and economic news, etc. All the information in the column is written by the students under the guidance of faculty of the Department of Economics. The collection of the matter displayed in the column is published in the Annual Prize Distribution Function of the college every year.

### **5) Evidences of success:**

Due to this column, the students' knowledge of economics gets enriched. It is beneficial to the students for competitive examinations, especially IBPS. This column is helpful to other stakeholders of the college to update their knowledge about the current affairs in economic fields.

### **6) Problems Encountered and Resources Required:**

There is no major problem encountered during the publication of the weekly column '*Artha Vishva*'.

Resources required for the practice are newspapers, periodicals, reports, e-resources etc.

### **6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms**

#### **Response:**

The IQAC conducts the review of teaching-learning process, structures, etc. through the following mechanism:

- Academic calendar
- Allotment of workload
- Departmental and individual time table
- Academic Diary
- Attendance of the students
- Periodic review of syllabi in the departmental meetings
- Continuous Internal Evaluation
- Pre-semester examinations
- Examination result analysis
- Academic and Administrative Audit

Among the above activities we have selected Departmental meetings and pre-semester examinations as two examples for detailed analysis.

#### **1) Departmental meetings:**

Departmental meetings are held at least twice in a semester. In the first meeting, the planning regarding total workload of the department, workload distribution and other departmental activities are finalized. Follow up of these activities is taken at the end of the first semester meeting.

In the first meeting at the beginning of the second semester, a review of the first semester activities is taken and the activities for the second semester are planned. At the end of the second semester, the review of the activities conducted during the second semester, as well as, the total academic year is taken. Then, a planning is also made about the academic calendar of the next year.

All the meetings are conducted under the guidance of the IQAC and the Principal.

#### **2) Pre-semester Examination:**

Since last three years, the college has been conducting pre-semester examinations prior to the university examinations. This examination is useful for the students to face university examinations successfully. It is a major initiative for Continuous Internal Evaluation (CIE). Examination committee of the college looks after these examinations every year. These examinations are conducted as per the patterns of the university examinations.

### **6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**

**Response: 7.2**

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
6	10	5	8	7

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

**6.5.4 Quality assurance initiatives of the institution include:**

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
- 2.Academic Administrative Audit (AAA) and initiation of follow up action**
- 3.Participation in NIRF**
- 4.ISO Certification**
- 5.NBA or any other quality audit**

**A. Any 4 of the above**

**B. Any 3 of the above**

**C. Any 2 of the above**

**D. Any 1 of the above**

**Response: A. Any 4 of the above**

File Description	Document
Any additional information	<a href="#">View Document</a>
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

### 6.5.5 Incremental improvements made during the preceding five years (*in case of first cycle*) Post accreditation quality initiatives (*second and subsequent cycles*)

#### Response:

The college went through the process of reaccreditation in 2012-13 in which the college acquired 'B' Grade with CGPA 2.52. Now the college is going to face its 3rd cycle of accreditation in the year 2017-18.

In view of the recommendations of the previous Peer Team, the college has taken the following initiatives to enhance the quality in teaching-learning process, research, sports, cultural and extension activities during the post-accreditation period:

- The college has submitted various proposals for seeking funds from various agencies to upgrade physical infrastructure, library resources, sports facilities, research activities, ICT and office administration.
- The college has expanded its infrastructure by constructing a **new college building**. In the new building, there are 11 classrooms and 1 classroom-cum-seminar hall. The paving block flooring has been constructed in the campus to maintain beauty and cleanliness.
- The college has organized at least 1 state / national seminar/conference every year to enhance the knowledge base of the faculty and students in their respective subject areas. During the last five years, the college has organized **05 national and 01 state level seminars/conferences** on various topics:

Sr. No.	Theme/Title	Date
01	Economic Thoughts of Mahatma Gandhi and Present Situation	5th October, 2013
02	The Contribution of Yashwantrao Chavan to Socio-Economic Development of India	24th & 25th October, 2013
03	Yashwantrao Chavan: Thoughts and Legacy	10th to 12th March, 2016
04	The Contribution of Bharatratna Dr. Babasaheb Ambedkar in Socio-economic and Political Development of India	25th October, 2016
05	Challenges before History Writing and Historical Research	8th October, 2017
06	Management in the 21st Century: A Road Map (State Level)	16th & 17th February, 2015

- The faculties submitted proposals of Minor Research Projects to the UGC. During last five years 04 Minor Research Projects have been sanctioned. The total amount of the MRPs is Rs. 7,16,000/-.
- The teachers are encouraged to go for doctoral research. During the 2nd cycle of accreditation there were 2 teachers with Ph.D. Now there are 8 teachers having Ph.D. and 9 are pursuing, and 2 teachers are doing M. Phil.
- The faculty is encouraged to present research papers in seminars and conferences by providing financial assistance.
- The college has organized the workshops on the revised syllabi on different subjects, and under the Lead College Scheme of Shivaji University, Kolhapur for the students and teachers.
- The college has hosted various sports events at zonal levels.
- Financial assistance has been given to the sports persons participating at the state, national and international levels.
- The college has volunteered for the Academic and Administrative Audit (AAA) through the panel

of external peers for its evaluation for further improvement.

- The college publishes its news bulletin *VivekVarta / VivekVidya* (Biannual) to publicize the college activities and provide a platform for the students to acquire skills in journalism.
- The college publishes Alumni Brochure every year to collect the database of its alumni. This database is also helpful for placement drives.
- The special attention has been given to the publication of the college annual magazine *Shikshanmaharshi* by providing additional financial support and special efforts have been taken to enrich the contents of the magazine.
- The college has taken initiative to update the website regularly.
- The college has developed linkages with external organizations for MoUs and collaborations. So far, 3 linkages and 2 MoUs have been signed. Because of this, the students get opportunity to have hands-on experience.
- The college has installed a vigilance system with 16 CCTV cameras to maintain discipline and better security.
- The college has introduced 7 Certificate Courses to develop different skills among the students and make them employable:

1. NSE Academy Certification in Financial Market (NCFM)
2. Certificate Course in Personality Development
3. Certificate Course in Yoga Studies (UGC sponsored COC)
4. Certificate Course in English Speaking
5. Certificate Course in Bank Recruitment
6. Foundation Course in Competitive Examination
7. Certificate Course in Information and Communication Technology

- The library is computerized with bar-coding system for the library services. The library services are enriched with INFLIBNET for e-resources, and addition of new textbooks, reference books and periodicals.
- A separate Information Technology laboratory for ICT has been developed with 15 PCs.
- The college has encouraged the students to participate in seminars, workshops in the college as well as other institutions.
- The faculty and non-teaching staff are felicitated for their achievements on the Annual Prize Distribution Function of the college every year.
- The students are honoured for their achievements by giving cash prizes in the Annual Prize Distribution Function.
- NSS has been strengthened by organizing innovative activities and participation in the state level activities.

The college could take these initiatives and acquired all round success due to the constant guidance, support and monitoring by the Management.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 12

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	4	2	2

#### File Description

#### Document

List of gender equity promotion programs organized by the institution

[View Document](#)

Report of the event

[View Document](#)

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

- For the safety and security of the students various measures are taken by the college. The college has also installed 16 CCTV cameras and appointed a guard at the entrance to safeguard the safety and security of the girl students. The college has a functional Internal Complaints Committee which was earlier known as Sexual Harassment Prevention Committee. The committee organizes various programmes for the orientation of the girl students, teaching and non-teaching staff regarding the self-defence, various laws for the safety of women, laws regarding domestic violence, and the role of women in the family.
- For the counselling of the students, various experts in the fields of law, police, social work, etc. are invited to deliver lectures and conduct one day workshop/seminar on the pertinent issues of gender sensitivity concerning the students, both girls and boys. Even the Principal and the teachers also interact with the students regarding the issues related to the gender sensitivity.
- There is a separate common room for the girl students. There will be a well-equipped a girls' common room after completion of the new college building along with its extension.
- The following are some of the programmes organized for the orientation of the students regarding gender sensitivity:



- A lecture on “Women’s Safety and the Way to Prevent Molestation” by social activist Mrs. Seema Pardeshi. (12 September, 2012)
- A lecture on “Role of Women in the Family” by Dr. Shobhana Rainak, a social activist and teacher. She guided the students on the role of women as daughters, sisters, mothers and in-laws. (2 December, 2012)
- A one day workshop was organized on anti-ragging act, marriage act, act on domestic violence, pre natal test and dowry prohibition act. Honourable Judges Mr. A. N. Patil, Mr. P. S. Rathod, and Mr. R. N. Gaikwad explained various provisions of the concerned acts. The file of newspaper cuttings, “Nirbhaya” was published on the same day. (25 September, 2013)
- An orientation on “Vishakha Guidelines and The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013” by Prin. Dr. Pooja Prakash Narwadkar. She said that gender equity is the most important thing in present era, and women should have equal rights with men. (2 September, 2014)
- An orientation programme on “Anti-ragging Act and Laws about Women” was organized in which Honourable Justice A. N. Kulkarni posed a challenge before the youngsters to be well-acquainted with laws and acts. He said that ragging is a serious threat to colleges which makes an adverse impact on mental health of the students. ( 6 September, 2014)
- Dy.S.P., Rajlaxmi Shivankar oriented the students on the crimes against women. She pointed out that most of the crimes against women remain unreported so they should come forward to file complaints against the criminals. (9 September, 2015)

Besides these programmes, the students are oriented on the World Population Day every year regarding the diverse sex-ratio and other gender issues.

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 100

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 7.5

7.1.3.2 Total annual power requirement (in KWH)

Response: 7.5

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>

### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 22.85

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 2654

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 11617

**File Description**

**Document**

Details of lighting power requirements met through LED bulbs

[View Document](#)

### 7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

**Response:**

- **Solid Waste:**

In the institute there is an arrangement of the dustbins for collecting solid waste at all departments, common faculty rooms, Gymkhana and Administrative office. The waste is collected in a big bucket and dumped in the corporation's vehicle specially arranged for that purpose. Solid waste generated through answer papers and other related material is destroyed periodically. The waste generated through newspapers and periodicals is being sold to the scrap vendors for recycling and manufacturing processes. Tender process is adopted for the purpose.

- **Liquid Waste:**

The water discharged through the taps in the campus is used for the plants in the premises. There are also two soak-pits in the campus. Waste water discharged through toilets is connected to a drainage system of corporation through underground pipelines.

- **E-waste:**

E-waste generated through computer hardware is collected and kept in a Scrap Room. It is ensured that records on CDs, DVDs and hard disks are properly saved for future use and then dematerialized. After certain period, the PCs, not in use, are repaired and given to the other branches of our Management.

### 7.1.6 Rain water harvesting structures and utilization in the campus

**Response:**

The college is at the bank of the river Koyana and near the sacred confluence of the rivers, Krishna and Koyana. The rain water naturally flows into the river, so there is no need of rain water harvesting. But considering the importance of conservation of water, the college has developed a system for collecting rain water from roofs of the college buildings. Rain water is percolated in the open space of the college. A construction of the extension of the new college building will be completed phase wise, and a full-fledged rain water harvesting system will be installed after completion of the new college building under construction.

**7.1.7 Green Practices**

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

The students, teachers and non-teaching staff use public transport at a large scale. Use of bicycles by the students is also notable. The average of last five years shows that 81.6% of the students use public transport for coming to Karad. The 86% students come from the bus stand to the college by foot. The 4% of our students use bicycles and motorcycles.

Boards are displayed with messages of the prevention of use of plastic in the college premises. The students and supporting staff are advised to collect the plastic litter like bags, drinking water bottles, wrappers of the candy, and bits of the papers, and dispose it into dustbins. The institute has organized different lectures, rallies, workshop etc. to promote green practices.

Administrative office is partially computerized as an initiative to avoid use of papers. Priority is given for e-communication like mail and social media. Flower beds are developed, and there are plants of rose, hibiscus, lemon, medicinal plants, etc. in the campus.

In order to preserve the natural environment of the campus, the college has planted number of trees, natives and wild plants and bushes on the slopes of the bank of the river Koyana.

**7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years**

**Response:** 0.03

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.06	0.06	0	0.09	0.09

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>
Green audit report	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

**Response:** C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
link to photos and videos of facilities for Divyangjan	<a href="#">View Document</a>

### 7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

**Response:** 2

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response:** 20

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	2	4	4

File Description	Document
Details of initiatives taken to engage with local community during the last five years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

**7.1.12**

**Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff**

**Response:** Yes

File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

**7.1.13 Display of core values in the institution and on its website**

<b>Response: Yes</b>	
<b>File Description</b>	<b>Document</b>
Provide URL of website that displays core values	<a href="#">View Document</a>

<b>7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</b>	
<b>Response: Yes</b>	
<b>File Description</b>	<b>Document</b>
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

<b>7.1.15 The institution offers a course on Human Values and professional ethics</b>	
<b>Response: Yes</b>	
<b>File Description</b>	<b>Document</b>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

<b>7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions</b>	
<b>Response: Yes</b>	
<b>File Description</b>	<b>Document</b>
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

<b>7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years</b>	
<b>Response: 51</b>	
<b>File Description</b>	<b>Document</b>
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

### **7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

#### **Response:**

Birth and death anniversaries of the great Indian personalities like Rajarshi Shahu Maharaj, Shikshanmaharshi Dr. Bapuji Salunkhe, Swami Vivekanand, Sardar Vallabh Bhai Patel, Mahatma Gandhi, Lokmanya Tilak, Pandit Jawaharlal Nehru, Bhagat Singh, Indira Gandhi, Chh. Shivaji Maharaj, Dr. Babasaheb Ambedkar, Dr. APJ Abdul Kalam are observed. The students are inspired by addresses given by guests and principal on these days. Through these programmes values like national integrity, bravery, unity, patriotism, socialism, cultural awareness, affection, etc. are inculcated. A column "Good Thoughts" is initiated to propagate moral, educational and socio-cultural values, nationality, and thoughts of the great personalities in the world.

Independence Day, Constitution Day, Republic Day, Maharashtra Day and daily recitation of the national anthem are observed to imbibe patriotism and good citizenship. Senior citizens are also invited for the programmes. Cultural programmes are arranged for the stakeholders on certain occasions.

Professional ethics in the faculty are inculcated through the Prayer of the Sanstha, constitution of the Management, rules and regulations of the government, UGC and university. All the information about the ethics is uploaded on the college website.

### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

#### **Response:**

The college maintains complete transparency in its financial, academic, administrative and auxiliary functions. All the information about the college is published in the college brochure and the college annual magazine which are published annually. Whenever necessary, the notices are displayed on the notice boards regarding the information to be publicized for the stakeholders. The college displays the notices and the information about new academic and other events on its website. The details about the statutory committees like Anti-Ragging Committee, Internal Complaints Committee, RIT, etc. are also uploaded on the college website. The contact details are also displayed on the website.

## **7.2 Best Practices**

### **7.2.1 Describe at least two institutional best practices (as per NAAC Format)**

#### **Response:**

#### **A) Best Practice - I**

**1) Title: Academic and Administrative Audit (AAA)**

**2) Goals:**

- 1.To get the college assessed through the external panel of peers
- 2.To enhance the quality of the college by seeking suggestions and recommendations from the panel
- 3.To know the status of the college at academic and administrative level.

**3) The Context:**

The college gives prime importance to quality education by adopting quality measures. One of the ways to ensure quality is to evaluate the performance of the college through self-assessment and volunteer itself for assessment by the external Panel of peers. So the Academic and Administrative Audit of the college is carried out at the end of every academic year to evaluate the performance of the college in academic and administrative practices.

**4) The Practice:**

The Academic and Administrative Audit is carried out by the Panel of the peers at the end of every academic year.

The panel consists of –

- (1) Principal, the Chairperson of the Panel
- (2) two senior teachers from the Arts and Commerce faculties as members, and
- (3) one senior member from the administrative staff.

All the members of the Panel are from other colleges. The audit is carried out as per the format prepared by the Panel taking into consideration the guidelines of the NAAC for assessment and accreditation of the institutions. The panel visits the college on the scheduled date as per the programme prepared well in advance. The panel interacts with the Principal, faculties and the administrative staff, as well as, visits the departments and support services. The panel verifies the documentary evidences available for validation. The panel also observes seriously whether the suggestions made by the previous panel have been rectified properly. The panel submits detailed report to the Principal in the Exit Meeting based on SWOC analysis.

**5) Evidence of Success:**

Due to the Academic and Administrative Audit (AAA), the overall profile of the college has enriched with more number of research activities (increase in MRPs, publications, presentations, organization of seminars/conferences, etc.), introduction of CoCs for career/skill development, of cultural, sports and extension activities. The profiles of the individual teachers have also been enriched due to their active participation in academic, research, extension and other activities. The administrative work has become up-to-date. Due to the AAA practice, the teaching learning and administrative work has become disciplined.

**6) Problems Encountered and Resources Required:**



There is no major problem in the implementation of AAA.

The resources required are the experts from various faculties, and financial assistance.

## **B) Best Practice - II**

### **1) Title: College Publications:**

- Publication of Research Papers in Book Form with ISBN (04 Books)
- Alumni Booklets
- News Bulletin: *Vivek Varta* (Biannual)

### **2) Goals:**

- To inculcate research culture among the teachers and students
- To create database of the alumni for the college, and for the students' information
- To inform and publicize the college activities to the stakeholders

### **3) The Context:**

After the last accreditation for the 2nd cycle, the college has organized 04 national level seminars/conferences. The college has decided to publish the peer-reviewed selected papers in the book form with ISBN so that the researchers can get an opportunity to publish their research papers in the books devoted to a specific theme of the national level events.

The Alumni Booklet is published year-wise to maintain the data of the former students.

The college organizes academic and extra-curricular activities regularly. To publicize these activities, the college has started its own news bulletin *Vivek Varta* which is published biannually.

### **4) The Practice:**

- The college published the selected papers read in the national seminars/conferences in the books with ISBN. The details are as follows

1. *Economic Thoughts of Mahatma Gandhi and Present Scenario* ( 2 Oct. 2015) ISBN: 978-81-928632-2-1

2. *The Contribution of Yashwantrao Chavan to Socio-economic Development of India* (March 2014) ISBN: 978-81-928632-0-7

3. *Management in the 21st Century: A Road Map* (Feb. 2015) ISBN: 978-81-928632-1-4

4. *The Contribution of Bharatratna Dr. Babasaheb Ambedkar in Socio-economic and Political Development of India* (31 March 2017)

ISBN: 978-81-928632-3-8

- The college has published Alumni Booklets for the years 2012-13, 2013-14, 2014-15, 2015-16, and 2016-17. This practice preserves the database of the former students of the college with contact details, address, job/business, etc. It also highlights the information about the Alumni Association, Office Bearers of the Management, activities in the college with photographs, etc. This is a ready reference which can be used by the college or alumni for maintaining rapport with the institution as well as to develop inter-personal relationships. As these booklets are distributed to the concerned alumni, they can keep them as a memory of their special years enjoyed during their studies. It is published at the end of every academic year and distributed to the students along with their statement of marks.
- The news bulletin *Vivek Varta* is an initiative by the college which is used to publicize the activities organized in the college and make the stakeholders know about the activities. The news reports are provided by the concerned departments/ committees/sections regarding the activities, and after scrutiny and editing, the information is published. This activity is carried out by the Department of Journalism and Communication Science.

### 5) Evidence of Success:

It is noticed that due to the publication of the books with ISBN, the research culture among the teachers and students is enhanced. Number of MRPs undertaken and proposals submitted to the UGC by the faculties is increased considerably. The number of research articles presented in the national/international seminars/conferences has been increased. Number of research papers published in various periodicals is also increased considerably. As these books are presented to the other stakeholders, they get acquainted with the contribution of the Great Personalities in various fields and new trends in the field of Commerce and Management.

Because of the Alumni Booklet, the alumni communication has been increased, and the data about the alumni is readily available for the various purposes. The activities of the alumni association along with the college activities get proper publicity through the large circulation of the Alumni Booklets, and the alumni remain associated with the college.

Due to the news bulletin, *Vivek Varta*, the publication and information of the activities carried out by the college are communicated to the stakeholders, and the relationship between the stakeholders and the college gets strengthened due to this practice.

### 6) Problems Encountered and Resources Required:

The main problem for such kind of publications is financial limitations. But with the support from the Management and the cooperation from the alumni and other stakeholders, we try to manage the necessary financial provisions.

The resources required for the publications are availability of the qualitative research articles, news reports, finance, and human resources.

## 7.3 Institutional Distinctiveness

### **7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust**

#### **Response:**

Before explaining the performance in the academic area and extension activities, it is necessary to describe the situation in which the college is performing its duties and commitments. The college is located in the north end of the city and is about 2 KMs away from the central bus station of Karad. There is no public conveyance facility available for the students to reach the college. The only means of travel is private auto service which is not affordable to them. As almost all the students of the college hail from the rural area in the vicinity of Karad who are socially and economically backward, they come on foot or by bicycle, and only few by their own vehicles like motor-cycle. Ours is the only college in the city to which there is no public transport facility to connect the college.

“To create responsible citizens by providing quality education to the rural and urban students, particularly, socio-economically deprived” is the vision of the college. Based on the vision and mission, the college has decided to give priority to the students who have been deprived of seeking admission based on so-called the paper-merit which is counted on the performance of the students in the Higher Secondary (+2 Level / XII Std.) examinations. The college happily admits such students who are denied admission in other colleges in Karad. The college also gives admission to the students who belong to socially and economically backward class. It is our pride that the students from Nanded district of Marathwada region of Maharashtra which is almost 500 KMs away from Karad and those belong to ST category and live in the Government hostels prefer to study in the college as we pay special attention to their studies. Some of the students even do a part-time service to earn their living.

When they are first admitted in the college, their percentage is comparatively less. These students are provided special library services through the departmental libraries as well as the central library. There are also the add-on courses and COC which enhance their learning experience along with academic performance. They are also encouraged to participate in extra-curricular activities.

Due to the sincere efforts, some of the students even top the merit of Shivaji University, Kolhapur and acquire Shivaji University Merit Scholarships. Many students have also ranked in the subject merit of the university and won various prizes/awards.

#### **Success Stories:**

##### **Shivaji University, Kolhapur Rankers:**

- Ms. Sujata Phalake: 1st Rank, Commerce Faculty
- Ms. Bhagyashri Vaske: 2nd Rank, Arts Faculty
- Ms. Shobha Lohar: 1st Rank, Geography, B.A.Part-III, and 6th, Arts Faculty
- Ms. Almas Sayyad: 2nd Rank, English
- Ms. Parveen Mulla: 3rd Rank, History
- Ms. Pradnya Nikam: 7th Rank, Marathi
- Mr. Rajendra Mohite: 1st Rank, BJCS

#### **Merit Scholarships:**

- Ms. Shakila Mujawar: Marathi
- Ms. Shaila Surve: English
- Ms. Sarika Patil: History
- Mr. Shankar Shinde: History
- Mr. Prafulla Salunkhe: BJCS
- Mr. Amit Mane: BJCS
- Ms. Sunita Suryawanshi: Marathi (Br. PG Patil Award)
- Ms. Shaila Surve: English (Br. PG Patil Award)

NAAC

## 5. CONCLUSION

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### Additional Information :

#### FUTURE PLANS:

- To start the extension of an existing college building
- Increase in number of faculties with Ph.D.
- Increase the number of MRPs and research publications
- Organization of international events
- To strengthen alumni association activities
- Increase ICT enabled classrooms
- To start short term skill development courses
- To set up Incubation Center

### Concluding Remarks :

The college is located in the north end of the city and is about 1.5 KMs away from the central bus station of Karad. Only means of travel is private auto service which is not affordable to the students. As almost all the students of the college hail from the rural area who are socially and economically backward, they come by foot or bicycle, and only few by own vehicles like motor-cycle. Ours is the only college in the city to which there is no public transport facility.

Based on vision and mission, the college has decided to give priority to the students who have been deprived of seeking admission based on so-called the paper-merit which is counted on the performance of the students in the Higher Secondary (+2 Level / XII Std.) examinations. The college happily admits such students who are denied admission in other colleges as they have less mark. It also gives admission to the students who belong to socially and economically backward class. It is our pride that the students from Nanded district of Marathwada region of Maharashtra which is almost 500 KMs away from Karad and those belong to ST category and live in the Government hostels prefer to study in the college as we pay special attention to them.

Due to the continuous efforts, some of the students even top the university merit and acquire University Merit Scholarships. Many students have ranked in the subject merit of the university and won various awards.