

DnyangangaShikshanPrasarakSanstha,Wanoja



Smt. Salunkabai Raut Arts & Commerce College,Wanoja.
Tq. Mangrulpir Dist.Washim- 444402 (M.S.)

Annual Quality Assurance Report

By

Internal Quality Assurance Cell

(2012-13)

: Submitted to:



National Assessment and Accreditation Council,
(NAAC) Bangalore (INDIA).

P.O.Box No. 1075,Opp:NLSIU,Nagarbhavi,Bangalore 560072

**The Annual Quality Assurance Report (AQAR) of the IQAC
(2012-13)**

Part – A

1. Details of the Institution

1.1 Name of the Institution

SMT SALUNKABAI RAUT ARTS & COMMERCE

1.2 Address Line 1

Wanoja

Address Line 2

Tq. Mangrulpir Dist. Washim

City/Town

Wanoja

State

Maharashtra

Pin Code

444402

Institution e-mail address

srcwanoja@gmail.com

Contact Nos.

9970732667

Name of the Head of the Institution:

Dr. D.R. Gawande

Tel. No. with STD Code:

07253-268012

Mobile:

9970732667

Name of the IQAC Co-ordinator:

Prof.N.D. Deshmukh

Mobile:

9921928225

IQAC e-mail address:

ndeshmukh1958@gmail.com

1.3 NAAC Track ID(For ex. MHC0GN 18879)

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1.4 NAAC Executive Committee No. &Date:

EC/35/240 dated 28-02-2005

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no.is available in the right corner-bottom
of your institution's Accreditation Certificate)

1.5 Website address:

www.smtsalunkabairaut.com

Web-link of the AQAR:

/AQAR2013.doc

1.6 Accreditation Details

Sr.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+	62.20	2005	27-02-2010
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

12/07/2004

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

2012-13

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

- i. AQAR__ submitted to NAAC on _____
(DD/MM/YYYY)
- ii. AQAR-- submitted to NAAC on _____
- iii. AQAR__ submitted to NAAC on _____
_____(DD/MM/YYYY)
- iv. AQAR__ submitted to NAAC on _____
(DD/MM/YYYY)

1.1 Institutional Status

University State Central Deemed Private

Affiliated College Yes

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (PhysEdu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Sant Gadge Baba Amravati University,
Amravati

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes

Any other (*Specify*)

UGC-COP Programmes

2.IQAC Composition and Activities

2.1No. of Teachers	<input type="text" value="06"/>
2.2No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3No. of students	<input type="text" value="--"/>
2.4No. of Management representative	<input type="text" value="--"/>
2.5No. of Alumni	<input type="text" value="--"/>
2. 6No. of any other stakeholder and community representatives	<input type="text" value="--"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="--"/>
2.8 No. of other External Experts	<input type="text" value="--"/>
2.9 Total No. of members	<input type="text" value="07"/>
2.10No. of IQAC meetings held	03
2.11 No. of meetings with various stakeholders: No.	<input type="text" value="--"/> Faculty <input type="text" value="03"/>
Non-Teaching Staff	<input type="text" value="03"/> Students Alumni <input type="text" value="--"/> Others <input type="text" value="--"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="--"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos	<input type="text" value="Nil"/> International <input type="text" value="-"/> National <input type="text" value=""/> State <input type="text" value="-"/> Institution Level <input type="text" value="--"/>
(ii) Themes	<input type="text" value="----"/>

2.14 Significant Activities and contributions made by IQAC

- Activated seven quality circles of the institution to function as per guidelines provided by NAAC.
- Organized periodic meetings with teachers, nonteaching staff and management of the institution.
- Prepared Annual Quality Assurance Report of the year 2012-13 and got it approved by management body and will be submitted to NAAC.
- Encouraged teachers for writing research papers & for getting PhD, MPhil .degree.
- Encouraged teachers to participate in faculty development programmes like as refresher course/orientation course/short term course.

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

** Attach the Academic Calendar of the year as Annexure*

Plan of Action	Achievements
1. To make efforts for students overall development.	Arranged Guest lectures, seminars and workshops.
2 Campus cleaning drive	With help of NSS Volunteers and college students, campus cleaning drive was activity conducted.
To enrich Library and Computer Laboratories	Purchased new books, journals and computers.
4. Encourage faculties to get registration for Ph.D.	Maximum faculty have registered for Ph.D.
5. Awareness for gender sensitivity	Organized workshop on gender sensitization.
6. To submit proposals to UGC for various grants.	Additional Assistance Grant is received from UGC and utilized.
7. A master plan has been prepared for the further growth of the infrastructure and maintenance of infrastructure.	New infrastructure purchased.

2.15 Whether the AQAR was placed in statutory body Yes No
Management Syndicate Any other body

Provide the details of the action taken

Data for AQAR was collected from various departments. LMC approved the AQAR and encouraged Teachers for additional qualification.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	---	---	--	--
PG	---	---	--	--
UG	02	---	--	-
PG Diploma	----	--	--	--
Advanced Diploma		--	--	-
Diploma		--	--	-
Certificate		--	--	-
Others		--	--	--
Total	02	--	--	--

Interdisciplinary		--	--	--
Innovative			--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	
Trimester	
Annual	02

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

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

**Please provide an analysis of the feedback in the Annexure*

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

- Syllabus is updated by the university Authorities (BOS) and same is implemented by the college.
- The feedbacks on syllabus by the students are collected by the respective faculty.

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

Nil

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
13	04	08	01	--

2.2 No. of permanent faculty with Ph.D.

01

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
04	04	08	--	01	--	--	--	13	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

02 -- --

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	03	01
Presented papers	02	03	02
Resource Persons	--	--	--

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

- Arrange Guest Lectures.
- Use of Computer Lab.
- Formation of Study Circles of various faculties.
- Organization various competitions for students.
- Conduct Internal Examination and evaluation.

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

187

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

No

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

--

2.10 Average percentage of attendance of students

69

2.11 Course/Programme wise
Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division					
		Distinction	I	II	III	Pass %	ATKT
B.A.I	98	--	01	24	21	46.94	36
B.A.II	52	--	01	37	03	78.85	10
B.A.III	59	---	01	11	23	59.32	--
B.COM. I	64	--	03	30	04	57.81	14
B.COM II	42	--	--	09	19	66.66	13
B.COM. III	25	--	--	09	--	36.00	--

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

Teaching learning

- Academic Calendar has been prepared by the IQAC.
- IQAC encourages faculties to maintain Daily Diaries.
- IQAC motivates teachers to participate and present research papers in various Conferences, seminars and workshops.
- IQAC guides the Examination Committee to conduct internal examinations and annual examinations of Sant Gadge Baba Amravati University, Amravati.
- IQAC collects all the departmental activities reports from the respective departments.
- Collects Feedback from students.
- .Analysis examination results.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	02
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	
Others (short term course)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	05	01	--	--
Technical Staff	--	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC encourages the teachers to undertake major, minor research projects.
- To encourage teachers to present their research papers in seminar, conferences and journals.
- To encourage faculty members to pursue research courses and degrees like M.Phil., Ph.D.
- To encourage the teachers for paper publication and book writing.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	01
Outlay in Rs. Lakhs	---	--	--	15 lakhs

3.3 Details regarding minor projects

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

3.4 Details on research publications

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

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from
 UGC-SAP CAS DST-FIST DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme

INSPIRE CE Any other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	--	--	--	--	01
Sponsoring agencies	--	--	--	--	College

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
Nil	--	--	---	--	--	--

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

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level	<input type="text" value="02"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value=""/>

3.22 No. of students participated in NCC events:

University level	<input type="text" value="--"/>	State level	<input type="text" value="47"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="--"/>	State level	<input type="text" value="--"/>
National level	<input type="text" value="--"/>	International level	<input type="text" value="--"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="09"/>		
NCC	<input type="text" value="05"/>	NSS	<input type="text" value="10"/>	Any other	<input type="text" value="--"/>

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

- Various extension activities are organized in the college premises at the adopted village through NSS.
- Aids Awareness
- Tree Plantation
- Check dam construction
- Female Feticide
- Blood Donation
- Constitutional Awareness
- Pulse Polio
- Health Awareness

All these activities of NSS, NCC Unit of institution contribute to good citizenship, and holistic development of students.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	8892 sq. mts	--	--	8892 sq. mts
Class rooms	06	-		06
Laboratories	--	--		--
Seminar Halls	--	--		--
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	18	UGC	18
Value of the equipment purchased during the year (Rs. in Lakhs)	--	18,49,150	UGC	18,49,150
Others	--	--		--

4.2 Computerization of administration and library

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4405	325371	133	24845	4538	350216
Reference Books	78	14180	--	--	78	14180
e-Books	--	--	--	--	--	--
Journals	--	--	03	1450	03	1450
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	--	--	05	550	05	550
Others (specify)	05	3572	06	4672	11	8244

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	05	01	01	--	--	03	--	---
Added	25	--	--	--	--	--	--	---
Total	30	01	01	--	--	03	--	---

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

- Institution has one computer lab.
- Students are given IT training through trained computer faculty.

4.6 Amount spent on maintenance in lakhs:

i) ICT	--
ii) Campus Infrastructure and facilities	67500
iii) Equipments	4100
iv) Others	6000
Total	77600

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Admission Committee is formed. This committee looks after providing admission to the students in a transparent way.
- Carer Guidance Cell is activated for the support of students.
- Research Committee is formed. This committee motivate students for research thinking.
- Sports department is activated to the motivate students to participate in various sports events, games.
- Examination committee is formed for tracking the progression of the students.
- NSS, NCC and Cultural Committees look after students overall development.

5.2 Efforts made by the institution for tracking the progression

- Self Appraisal Reports of the faculty.
- Feedback.
- Suggestion Box & Complaint Box.
- Slow learners and advanced learners are identified by the faculty and efforts made for their progression.
- Examination Committee track the student's progression by conducting internal examinations.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
370	--	--	--

(b) No. of students outside the state

(c) No. of international students

Men

No	%
268	72.43

Women

No	%
102	27.37

Last Year						This Year					
General	SC	ST	OBC /VJN T/SB C	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
14	24	01	214	--	253	16	55	15	204	--	370

Demand ratio 1:1 Dropout 60%

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

Career Guidance Cell established.

No. of students beneficiaries

--

5.5 No. of students qualified in these examinations

NET

_

SET/SLET

--

GATE

--

CAT

--

IAS/IPS etc

--

State PSC

--

UPSC

--

Others

--

5.6 Details of student counselling and career guidance

Career Guidance Cell works for students benefits.

No. of students benefitted

02

5.7 Details of campus placement

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

5.8 Details of gender sensitization programmes

- Organized health workshop for women.
- Spread message against Female Feticide through rally.
- Gender equality program is arranged by Women Cell.

5.9 Students Activities

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

State/ University level National level International- level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	166	241040/-
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	---

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:-

Our vision is to felicitate human development of the students of socially and economically backward classes as well as to attract SC, ST, OBC and VJNT towards higher education for their upliftment.

Mission:-

1. To run an educational institute to impart valuable service in the field of education to the students residing in the area, especially to those who are economically and socially backward.
2. To provide library facility and computer knowledge to the students to face the challenges of the competitive world.
- 3 To stimulate the academic environment for the up gradation in teaching, learning process in rural area.
4. To render the service to the nation through works of educational institution.
5. To impart quality education without discrimination irrespective of caste, creed, religion and gender.

6.2 Does the Institution has a management Information System

Yes, IQAC maintains all the records and provides the information to the Management through LMC.

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

6.3.1 Curriculum Development

- College offers courses prescribed by Sant Gadge Baba Amravati University, Amravati. Curriculum Developed by the University is followed by the Institution.
- We collect student's feedback on curriculum and take necessary steps.

6.3.2 Teaching and Learning

- Lecture, Group discussion, seminar, and problem solving methods are being used.
- Clock hour basis faculties are appointed.

6.3.3 Examination and Evaluation

- The internal examinations of B.A. & B.Com faculties are conducted by the examination committee
- To improve the result, extra lectures and tests conducted.

6.3.4 Research and Development

- The research committee is formed.
- The committee motivated teachers to take research projects and research work.
- Encouraged to participate in seminars, conferences, and workshops.
- Encouraged for improvement in research quality.
- Guided them for writing research papers in journals. .

6.3.5 Library, ICT and physical infrastructure / instrumentation

- A separate library committee is formed to purchase the books as per requirements.
- An infrastructure committee is working for the maintenance of infrastructure..
- College is making utilization of Information & Computer Technology.
- A purchase committee is formed for the need of the infrastructure and learning resources to purchase required equipment's.

6.3.6 Human Resource Management

- Evaluation of teachers is done through feedback forms, students fill up feedback form for evaluating the performance of each teacher.
- Performance self appraisal. These forms are evaluated by the Principal.
- Local Management Committee & College Council is activated to evaluate the performance of the staff members.

6.3.7 Faculty and Staff recruitment

- Teaching and non teaching staff is recruited according to the rules and regulations of Government of Maharashtra, UGC, Parent university & Management..

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

Admission is given according to the norms of Sant Gadge Baba Amravati University, Amravati and as per the rules of Government of Maharashtra.

6.4 Welfare schemes for

Teachers	<ul style="list-style-type: none">• Credit Society for loan facilities.• Group Insurance Policy.• Medical reimbursement facility available for teachers.• Maternity leave for lady teachers.• LTC• Lien Leave• Faculty Improvement Programme• Government Provident Fund• Defined Contributory Pension Scheme (2005)• C.A.S. as per UGC regulations.
Non-Teaching	<ul style="list-style-type: none">• Credit Society for loan facilities.• Group Insurance Policy.• Medical reimbursement facility available for Non-Teaching• LTC facilities• Earn Leave Encashment• C.A.S. as per Government of Maharashtra
Students	<ul style="list-style-type: none">• Accident Insurance Policy• Government of India Scholarship• E.B.C. concession• P.T.C. concession• Freeship• Rajarshri Sahu Maharaj Scollarship

6.5 Total corpus fund generated

1800/-

6.6 Whether annual financial audit has been done Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Principal
Administrative	No	No	Yes	Principal

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

For UG Programmes Yes

No

For PG Programmes Yes

No

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

College does not have autonomy for examination reforms, since examinations are conducted by the university.

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

NA

6.11 Activities and support from the Alumni Association

The Ex-students of the college are working in diverse fields and having key position in the society and are the member of alumni association. They share their valuable experience with the students, which help students to achieve success.

6.12 Activities and support from the Parent – Teacher Association

College formed Parent- Teacher Association.

A group of 20 students assigned with guardian teacher.

Guardian teacher watched following student related aspects:

- Discipline in the campus.
- Attendance of students.
- Student's academic problems if any.
- Academic result
- Co-Curricular and Extra-Curricular Activities
- Overall development.

6.13 Development programmes for support staff

- Encourage to participate in various faculty development programmes like as Orientation Course, Refresher Course and Short Term Course.
- Encourage faculty to participate and publish research papers in journals, conferences, seminars etc.
- Guides non- teaching staff to attend various Workshops/ trainings related to administrative work conducted by the Government of Maharashtra and Parent University.

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

- Tree plantation in the campus.
- Prohibition of plastic
- Save Water, Save life
- Congress grass free college campus.

Criterion – VII

7. Innovations and Best Practices

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

- The management encourages and ensures implementation of quality teaching- learning programme and research activities.
- Feedback from various college committees for future planning.
- Review of students feedback on teachers and administration for improving teaching learning and administration
- Guardian- Teacher Scheme is implemented.

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

Yes, near about 75% activities done as per planning.

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

- Blood donation camp organized.
- Study of Nature through the Sanctuary tour.

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

7.4 Contribution to environmental awareness / protection

Students are made aware about the environmental issues through the subject 'Environment'.

Visit to Katepurna sanctuary.

7.5 Whether environmental audit was conducted? Yes No

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

The SWOC Analysis of the Institution

Strengths:

- The college has a beautiful green campus and garden with 5 acres of land.
- It has highly qualified and competent faculty.
- All the teachers organize social programmes in the neighbouring locality.
- We have broad unit of NSS of 150 students.
- We have NCC 11th Maharashtra battalion unit of 50 cadets.
- Participatory decision making policy.
- Various scholarships.
- Good communication with students and their parents.
- Indoor and outdoor games.
- Adequate sports facilities.
- Well Equipped library with all relevant books, journals, magazines etc.

Weaknesses:

- a. High drop-out rate.
- b. Lack of PG department.
- c. Unsatisfactory result.
- d. College in rural area.
Separate library building is not available

Opportunities:

- To introduce PG courses in future.
- To decrease dropout rate.
- To increase results.
- To build separate library building with financial assistance of UGC.

The proposal of Girls hostel has been submitted to UGC

Challenges:

- Due to absence of non-salary grants lack of fund for carrying out the student welfare schemes.
- To provide placement at the campus.
- For introducing new courses and virtual classrooms, financial assistance is main challenge.
- To decrease drop-out rate.
- To improve the college results.

8. Plans of institution for next year

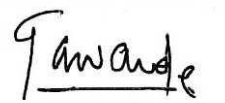
- To motivate faculty for research Work.
- To prepare for accreditation process.
- Conduct various activities for students.
- Built up of infrastructure for Classrooms and library.
- Up gradation in library, Result Improvement, new courses to be implemented.
- To encourage staff and students to make extensive use of ICT.

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Signature of Coordinator, IQAC

Name :- Dr. D.R. Gawande
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Signature of Chairperson, IQAC

List of Annexure I

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

List of Annexure

1. Annexure I : Academic Calendar 2012-13
2. Annexure II : Analysis of feedback
3. Annexure III : Best Practices

**Smt. Salunkabai Raut Arts & Commerce College Wanoja, Ta.Mangrulpir
Dist. Washim 444402**

Academic Calendar

2012-13

Session	Period	Working Days
First Session	11/06/2012 to 10/11/2012	126
Winter Vacation	11/11/2012 to 09/12/2012	--
Second Session	10/12/2012 to 27/04/2013	117
Summer vacation	28/04/2013 to 09/06/2013	--
	Total working days	243

Teaching Days

First Session : 102

Second Session : 86

Total : 188

Academic Activities

Month	Curriculum Activities	Co-Curriculum Activities	Extra –curriculum Activities
June 2012	Orientation of students	11 June Opening of Session	26 June Anti-Drug Day
		15 June Meeting with Principal & Admission Process	26 June Birth Anniversary of Shahu Maharaj
July 2012	Teaching learning , Orientation by Principal	Admission Process, Addressing to Students	Tree Plantation
August 2012	Teaching learning	Inauguration of Study boards	9 Aug. Kranti –Din, 15 Aug. Independence Day, 20 Aug. National Sports Day& 29 Aug. Sadbhavana Day
September 2012	Teaching learning	First Unit Test	5Sept. Teacher’s Day & NSS Day
October 2012	Teaching learning	Second Unit Test	2 Oct. Birth Anniversaries of Mahatma Gandhi and Lal Bahaddur Shastri

November 2012	Teaching learning	Study Tour	26 Nov. Constitution Day, 28 Nov. Birth Anniversary of Mahatma Fule. & Youth Festival
December 2012	Teaching learning	Third Unit Test	1 Dec. World AIDS Day 6 Dec. Death Anniversary of Dr. B.R.Ambedkar 14 Dec. Pulse Polio Pogramme & 20 Dec. Death Anniversary of Sant Gadge Baba & Medical Test
January 2013	Teaching learning	Students Debate, Group Discussion & Health Checkup Camp.	3 Jan. Birth Anniversary of Savitribai Fule 12 Jan. Birth Anniversaries of Swami Vivekananda & Maa Jijau 26 Jan. Republic Day. 30 Jane. Martyr's Day. & Annual Gathering.

February 2013	Teaching learning	Fourth Unit Test & University practical exam. Viva- Voce	Physical Test
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March 2013	Teaching learning	Common Test & University practical exam. 18 March onward University Theory exam.	8 March International Women's Day
April 2013	University Examination	University Examination and Valuation	
Summer Vacation : 28 April to 09 June 2013			

Analysis of feedback (2012-2013)

The student's feedback on curriculum for the year 2012-13 is collected by IQAC and analysis is stated below:

To analysis students feedback on curriculum we took 20% sampling from each class. This feedback is based on eleven factors like as :

1. Regarding the syllabus of each course:-

Should compulsory subjects (English and Marathi) be in the curriculum?

80 % students are of the opinion that compulsory should be in the curriculum.

2. Whether optional subjects chosen by the college are appropriate?

95% students are of the opinion that subjects chosen by the college are appropriate.

3. Whether optional subjects available in the college are sufficient?

78 % students are of the opinion that, subjects available in the college are sufficient.

4. Should students be included in framing syllabus?

10% students agree that students should be included in framing syllabus.

5. Should all the subject teachers be included in framing syllabus?

90% Students are of the opinion that, subject teachers should be included in framing syllabus.

6. Is the current syllabus difficult?

80% students are of the opinion that the course is easy and manageable. 20% students agree that current syllabus is difficult.

7. In Environmental education necessary in syllabus?

100% students are of the opinion that Environmental education is necessary.

8. Is the present syllabus proper for employment and job?

80% students are of the opinion that the present syllabus is proper for employment.

9. Do you get the benefit form the present syllabus in daily life?

100% students agree that this syllabus is beneficial in daily life.

10. Should ATKT pattern be cancelled to increase the standards of education?

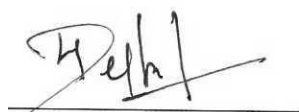
100 % students disagree about the cancelation of ATKT pattern.

11. What is your overall opinion about the present curriculum?

According to the students the present curriculum is challenging and satisfactory.

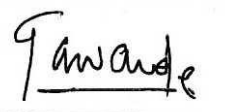
The analysis on feedback is forwarded by IQAC to the LMC for further action.

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Signature of Coordinator, IQAC

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Signature of Chairperson, IQAC

- **Best Practices No 1:**

- 1. Title of the practice: - The study of Nature through the Sanctuary tour.**

- 2. Goal:**

- To make students aware about the importance of saving the forest.
- To create awareness about the nature and environment.
- To make students know the importance of wild animals, trees and various medicinal plants.

- 3. Context:**

The forests are important for the health and well-being of people, wildlife and our planet. They are home to roughly two-thirds of all land dwelling plants and animal species. But unfortunately deforestation is increasing day by day. In order to fight against catastrophic climate change and global warming we have to stop deforestation. Our institution is situated in the forest area. There is a sanctuary Katepurna 2 km away from the college. The people of this area know the forest but do not understand the importance of trees and the forest. The villagers used to cut the trees for cooking. So the college tries to prevent them from cutting the trees through our students.

- 4. Practice:**

Every year at the beginning of the session, the college organizes the Nature study tour to the Katepurna forest. Near about 75 to 100 students participate in the tour. The forest officers and guards guide the students and provide information of various types of trees, medicinal plants, wild animals etc. and also make students understand the importance of preservation of forest.

- 5. Evidence of success:**

- Due to this practice there is a decrease in cutting the trees.
- Plantation programmes are arranged in the college campus as well as in the village.
- The students got familiar with the nature and various plants like Nirguda, Raktachandan, Ghuyira, Gunj, Arjun etc.
- Students became aware about the forest and wilderness.

- 6. Problems Encountered:**

- A tour in the forest is a risky programme.
- Due to lack-ness of enough human resources, it becomes really difficult to keep watch on every student while wandering in the forest.

7. Contact Details :-

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