

DnyangangaShikshanPrasarakSansthaWanoja



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

Annual Quality Assurance Report

By

Internal Quality Assurance Cell

(2013-14)

: Submitted to:



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

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

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I.Details of the Institution

| | |
|--------------------------------------|---|
| 1.1 Name of the Institution | SMT SALUNKABAI RAUT ARTS & COMMERCE COLLEGE |
| 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, 7057077756 |
| 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. MHCOGN 18879)

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:

Salunkabairaut.com/AQAR

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

1.6 Accreditation Details

| Sl.No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|--------|-----------------------|-------|-------|-----------------------|-----------------|
| 1 | 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

12/07/2005

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

2013-14

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)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC12B

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 representatives | <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. Faculty

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13Seminars and Conferences (only quality related)

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

Total Nos International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Activated seven quality circles of the institution to function as per guidelines provide by NAAC.
- Organized periodic meetings with teachers, non-teaching staff and management of the institution.
- Prepared Annual Quality Assurance Report of the year 2013-14 and got it approved by management body and will submitted to NAAC.
- Encouraged teachers for writing research papers & aspire for PhD, MPhil.
- Encouraged teachers to participate in faculty development programmes like as Refresher courses, Short term Courses, Summer School.

2.15 Plan of Action by IQAC/Outcome

| Plan of Action | Achievements |
|---|---|
| 1. 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 activity held. |
| 3. To enrich Library and Computer Lab. | Purchased new books and journals, Computers and accessories. |
| 4. Environment Protection | Focus on environment awareness. |
| 5. A master plan has been prepared for the growth of the infrastructure. | New infrastructure & equipment purchased |
| 6. Submissions of various proposals to UGC for Human Right Education certificate Courses, Workshop And Seminar | Submitted four proposals to UGC. |
| 7. Organization A Seminar under the XIIth Plan | Submitted Proposal to University Grants Commission, New Delhi. |
| 8. Submission of proposal for The Financial Assistance for The Scheme of Remedial Coaching for Students belong To SC/ST/OBC and Minorities in the XIIth Plan. | Submitted Proposal to University Grants Commission, New Delhi. |

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 IQAC.

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 |
|-------|------------------|----------------------|------------|--------|
| 11 | 03 | 07 | 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 |
| 03 | 06 | 07 | -- | 01 | 00 | 00 | -- | 11 | 06 |

2.4 No. of Guest and Visiting faculty and Temporary /CHB faculty

05

--

05

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 01 | 04 | 02 |
| Presented papers | -- | 03 | -- |
| Resource Persons | -- | -- | -- |

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

- Arrange Guest Lectures.
- Computer Lab
- Form Study Circles of various faculty
- Organized various competitions for students.

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

| |
|----|
| 68 |
|----|

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 | 110 | -- | -- | 22 | 22 | 40.00 | 51 |
| B.A.II | 74 | -- | 02 | 20 | 08 | 40.54 | 39 |
| B.A.III | 56 | -- | 01 | 06 | 04 | 19.64 | -- |
| B.COM. I | 85 | -- | -- | 08 | 01 | 10.59 | 33 |
| B.COM II | 60 | -- | -- | 06 | 05 | 18.33 | 23 |
| B.COM. III | 49 | -- | 01 | 16 | 03 | 38.78 | -- |

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

Teaching learning

- By taking monthly review reports of syllabus taught by the faculty.
- By conducting academic audit of the departments and teaching faculty.
- By taking Remedial Teaching for the weaker students.
- By doing analysis of results of previous year

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff

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

| |
|---|
| <p>IQAC Undertakes following Initiatives to promote research climate in the institution:</p> <ul style="list-style-type: none">• IQAC encourages the teachers to undertake major, minor research projects• Motivates teachers to present their research papers in seminar and conferences.• Motivates faculty members to pursue research courses and degrees like M.Phil. PhD.• Encourages the teachers for paper publication and book writing.• Encourages the teachers to organise Conference, seminar. |
|---|

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | | | |
| 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 i) 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
DPE DBT Scheme/funds

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

| 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 State level

National level International level

3.22 No. of students participated in NCC events:

| | | | |
|------------------|---------------------------------|---------------------|---------------------------------|
| University level | <input type="text" value="--"/> | State level | <input type="text" value="43"/> |
| 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="01"/> | State level | <input type="text"/> |
| 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="01"/> |
| 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="07"/> | | |
| NCC | <input type="text" value="04"/> | NSS | <input type="text" value="14"/> | 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 auditorium, at the adopted village Pimpriawagan through NSS.
- Aids Awareness Workshop on 30.01.2014
- Tree Plantation at college premises
- Check dam construction
- Female Feticide
- Blood Donation Camp.

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 | 01 | -- | -- | 01 |
| Seminar Halls | -- | -- | -- | -- |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 18 | 4 | UGC | 22 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 18,49,150 | 1,30,000 | UGC | 19,79,150 |
| Others | -- | -- | -- | -- |

4.2 Computerization of administration and library

- Large number of teaching & non teaching staff has completed basic Computer courses. and MSCIT.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------|----------|--------|-------------|-------|-------|--------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 4538 | 350216 | 168 | 39650 | 4706 | 389866 |
| Reference Books | 78 | 14180 | 05 | 2615 | 83 | 16795 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 03 | 1450 | 03 | 1450 | 06 | 2900 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 05 | 550 | -- | -- | 05 | 550 |
| Others (specify) | 11 | 8244 | 04 | 2285 | 15 | 10529 |

4.4 Technology up gradation (overall)

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

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

- Institution has one computer lab.
- The lab is connected through broadband internet
- Students are given IT training through trained computer faculty.

4.6 Amount spent on maintenance in lakhs :

| | |
|--|---------------|
| i) ICT | -- |
| ii) Campus Infrastructure and facilities | 93300 |
| iii) Equipments | 6780 |
| iv) Others | 11438 |
| Total : | 111518 |

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 the transparent way.
- Carer Guidance Cell is activated for the support of students.
- Research Committee is formed. This committee motivates 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 students progression by conducting internal examinations.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|----|--------|--------|
| 454 | -- | -- | -- |

(b) No. of students outside the state

--

(c) No. of international students

| | | | | | |
|-----|-----|-------|-------|-----|-------|
| Men | No | % | Women | No | % |
| | 324 | 71.37 | | 130 | 28.63 |

| Last Year | | | | | | This Year | | | | | |
|-----------|----|----|-----|-----------------------|-------|-----------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 16 | 55 | 15 | 204 | -- | 370 | -- | 67 | 23 | 364 | -- | 454 |

Demand ratio 1:1

Dropout 21.32%

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

Career Guidance Cell has been working for students to prepare for competitive examinations.

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

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 Gender Equality program.
- Spread message against Female Feticide through rally.

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 | 223 | 316230/- |
| 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 University, Amravati. Curriculum Developed by the University is followed.
- We try to update curriculum.
- Feedback on Curriculum is collected and analysed.

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

- Examination committee is working in a transparent way.
- The internal examination 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 requirement.
- An infrastructure committee 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 equipments.

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 of the college.
- 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 SantGadge Baba University,Amravati and 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

2175

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/ IQAC |

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, examination 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-studyManuals*)

- Organized AIDS Awareness workshop. .
- 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 Environmental issued through the syllabus 'Environment Studies.'

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)

8.Plans of institution for next year

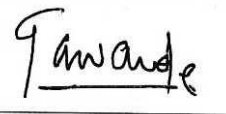
- To submit Proposal to UGC for Construction of Women Hostel.
- To submit proposal to UGC for the Construction of Indoor Training Wooden Flooring.
- To submit Proposal to UGC for the Certificate Course In Communication Skill in English.
- To motivate faculty for research Work and Ph.D.
- To prepare for accreditation process.
- Conduct various activities for students.
- 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

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Signature of Chairperson, IQAC

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 |

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

Academic Calendar

2013-14

| Session | Period | Working Days |
|-----------------|--------------------------|--------------|
| First Session | 10/06/2013 to 26/10/2013 | 117 |
| Winter Vacation | 27/10/2013 to 24/11/2013 | -- |
| Second Session | 25/11/2013 to 03/05/2014 | 131 |
| Summer vacation | 04/05/2014 to 14/06/2014 | -- |
| | Total working days | 248 |

Teaching Days

First Session : 90

Second Session : 97

Total : 187

Academic Activities

| Month | Curriculum Activities | Co-Curriculum Activities | Extra –curriculum Activities |
|-------------------|--|--|---|
| June 2013 | Orientation of students | 10 June Opening of Session | 26 June Anti-Drug Day |
| | | 23 June Meeting with Principal & Admission Process | 26 June Birth Anniversary of Shahu Maharaj |
| July 2013 | Teaching learning , Orientation by Principal | Admission Process, Addressing to Students | Tree Plantation |
| August 2013 | Teaching learning | Inauguration of Study boards | 9 Aug. Kranti –Din, 15 Aug. Independence Day, 20 Aug. National Sports Day & 29 Aug. Sadbhavana Day |
| September 2013 | Teaching learning | First Unit Test | 5Sept. Teacher’s Day & NSS Day |
| October 2013 | Teaching learning | Second Unit Test | 2 Oct. Birth Anniversaries of Mahatma |

| | | | |
|------------------|-------------------|---|--|
| | | | Gandhi and Lal Bahaddur Shastri |
| November 2013 | Teaching learning | Study Tour | 26 Nov. Constitution Day, 28 Nov. Birth Anniversary of Mahatma Fule. & Youth Festival |
| December 2013 | 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 2014 | 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 2014 | Teaching learning | Fourth Unit Test & University practical exam. | Physical Test |

| | | | |
|---|---------------------------|---|--|
| | | Viva- Voce | |
| March 2014 | Teaching learning | Common Test & University practical exam. 18 March onward University Theory exam. | 8 March International Women's Day |
| April 2014 | University Examination | University Examination and Valuation | |
| Summer Vacation : 04 May to 15 June 2014 | | | |

Analysis of feedback (2013-2014)

The student's feedback on curriculum for the year 2013-14 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 as follow:

1. Regarding the syllabus of each course:-

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

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

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

85% 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 farming syllabus?

20% students agree that students should be included in farming syllabus.

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

92% Students are of the opinion that, subject teachers should be included in farming syllabus.

6. Is the current syllabus difficult?

75% Of the students are of the opinion that the course is easy and manageable.
25% students feel that current syllabus is difficult.

7. Is 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?

The maximum students feel that the current curriculum is good and challenging.

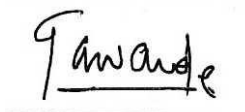
The analysis on feedback is forwarded by IQAC to the LMC for further action.

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Signature of Chairperson, IQAC

• **Best Practices No 1:**

1. Title of the practice :- The study of Nature

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. **Countact Daitails :-**

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