

The Annual Quality Assurance Report (AQAR) of the IQAC
Academic Year 2013-14

Part – A

1. Details of the Institution

1.1 Name of the Institution

Abasaheb Marathe Arts & New Commerce, Science College,
Rajapur

1.2 Address Line 1

Vikhare-Gothane

Address Line 2

Rajapur

City/Town

Dist. Ratnagiri

State

Maharashtra

Pin Code

416702

Institution e-mail address

abasahebmarathecollege@gmail.com

Contact Nos.

02353-221002

Name of the Head of the Institution:

Prin. Dr. D.D. Kurlapkar

Tel. No. with STD Code:

02353-221002

Mobile:

91-9970132545, 91-9028406376

Name of the IQAC Co-ordinator:

Shri. Kangune B.R.

Mobile:

91-9270619025

IQAC e-mail address:

abasahebmarathecollege@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879) 12858 - NAAC/WR-BSM/ RAR/12858

1.4 NAAC Executive Committee No. & Date: EC/58/RAR/083 dated 10-03-2012
(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.marathecollegerajapur.com

Web-link of the AQAR: www.marathecollegerajapur.com

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	B	71.40	2004	2009
2	2 nd Cycle	B	2.54	2012	2017
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC: DD/MM/YYYY 15/06/2013

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 2012-13- 30/10/2013 (DD/MM/YYYY)
- ii. AQAR _____ (DD/MM/YYYY)
- iii. AQAR _____ (DD/MM/YYYY)
- iv. AQAR _____ (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) UGC 12B

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

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	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="03"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="01"/> Faculty <input type="text" value="03"/>
Non-Teaching Staff <input type="text" value="01"/> Students <input type="text" value="01"/>	Alumni <input type="text" value="01"/> Others <input type="text" value="01"/>
2.12 Has IQAC received any funding from UGC during the year? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
If yes, mention the amount <input type="text" value="3,00,000/-"/>	
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos. <input type="text"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input checked="" type="checkbox"/>	
(ii) Themes <input type="text" value="IQAC for Achieving Excellence"/>	

2.14 Significant Activities and contributions made by IQAC

- Institutional level One Day Workshop was organized and teaching and non-teaching faculty of the college were promoted how to prepare for NAAC-reaccreditation in third cycle.
- Workshops were organised during the year.
- New programme i.e. Master of Commerce: introduced as PG programme.
- Health checkup camp for women was organised.
- Workshop for Personality Development was also organized.
- New proposals were submitted to UGC, BCUD and other funding agencies in order to organize seminars and conferences.
- Teachers were motivated to submit proposals for Minor/ Major research projects.
- Teachers were encouraged for Ph.D under FIP- Two teachers are benefitted.
- State level Seminar on Ambedkarvad ani sathottari Marathi Sahitya
- National Seminar on Environmental Management & biodiversity conservation.
- National Seminar on Challenges before agriculture in Maharashtra
- National Seminar on Application of Remote sensing & GIS in Geography

2.15 Plan of Action by IQAC/Outcome:

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

Plan of Action	Achievements
1.To introduce PG – Commerce programme 2. To organise national and state level seminars. 3. To complete construction of Laboratories and Guest house. 4. To promote research culture in the staff and students. 5. To encourage students in sports and cultural activities.	1. PG –commerce introduced. 2. Three National and one state level seminars were conducted successfully. 3. Laboratory and guest house construction completed. 4. Students achieved ranks and prizes in university, state and national competitions. 5. Two teachers received Fellowship under UGC -FIP.

* Attach the Academic Calendar of the year as Annexure.

(Academic Calendar of the year 2013-14 is enclosed herewith)

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

- Discussion regarding the progress and development of the college took place in the meeting.
- It was also decided how to overcome weaknesses.
- Overall discussion on AQAR.

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	-	01	01	-
UG	04	-	01	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	06	03	-	-
Others	-	-	-	-
Total	10	04	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	05
Trimester	-
Annual	-

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.

T.Y.B.A. /B.Com./B.Sc.; Semester pattern is introduced by the University.

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

Yes; M. Com.- P.G. Centre.

Analysis of Feedback sought (Criterion I: Curricular Aspects):

The feedback forms are filled at the end of the course and later they are analysed for further actions to be taken if any. Based on the feedback on curriculum obtained from concerned stakeholders, the teachers and heads of the departments have communicated to BOS for necessary improvements/modifications/ restructuring in the syllabi. The college also take feedback from regular students and alumni with respect to changes in the syllabi. Informal discussions are held regularly with students, alumni and parents about the syllabi.

The feedback committee and IQAC designs feedback form structure. The Parent-Teacher Association and Alumni Association of the college jointly organized parent, alumni and teachers' meet. Through the different meets held every year we get concrete inputs on current trends in the curriculum need. Based on this information, different suggestions and modifications were suggested in the respective programs to modify and/or design. The employers give feedback on areas that need to be exemplified and emphasized. The feedback is considered to make necessary changes for improving learning and understanding of concepts by the students.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
27	25	01	Nil	01

2.2 No. of permanent faculty with Ph.D.

08

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
25	02	01	Nil	Nil	Nil	01	Nil	27	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

00

00

05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	16	03
Presented papers	04	12	03
Resource Persons	Nil	Nil	Nil

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

- ICT enabled teaching-learning is promoted and implemented.
- Use of LCD and PPTs for the teaching-learning process.
- Group discussion, Interactive Sessions, Project Works etc. were practiced in order to make teaching-learning process more live and student centred.

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

203

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

Photocopy as per university rules

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

00	00	03
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2.10 Average percentage of attendance of students

89.63

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y. B.Com.	68	17.64	54.41	11.76	-	-
T.Y. B.Sc.	30	16.66	26.66	20	-	-
T.Y. B.A.	71	4.22	30.98	43.66	-	-

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

IQAC suggested:

1. Frequent class monitoring by principal
2. To conduct classes for advanced and slow learners
2. Use PPTs and other ICT enabled methods of teachings rather than just chalk and board.
3. Feedback mechanism is functional in the college. Feedback mechanism helps to analyse fruitfulness of the teaching methods and it also helps to know the teachers' overall role in making teaching-learning process more interesting, student-centred and effective.
4. Interaction with students about the curriculum taught by the teachers.
5. Provision of good laboratories.

2.13 Initiatives undertaken towards faculty development

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

2.14 Details of Administrative and Technical staff:

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06	04	-	-
Technical Staff	05	-	-	-

Criterion – III (2013-14)

3. Research, Consultancy and Extension

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

<p>1. The college has Research advisory committee.</p> <p>2. Teaching faculty of the college was encouraged to submit proposals of Minor and Major research projects to the UGC, BCUD and other funding agencies.</p> <p>3. Students were assigned project works as per the syllabus prescribed by the University.</p> <p>4. Students were motivated and prepared to participate in Avishkar Research competition of the parent university..</p>
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3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	23,00000/-	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	05	-	-
Outlay in Rs. Lakhs	18400/-	5,95, 000/-	-	-

3.4 Details on research publications-

	International	National	Others
Peer Review Journals	08	07	-
Non-Peer Review Journals	-	-	01
e-Journals	-	-	-
Conference proceedings	-	11	

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	3 Years	S.E.R.B.-DST	23,00000/-	4,00000/-
Minor Projects	2 Years	UGC	5,95, 000/-	3,30000/-
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	-	-	28,95,000/-	7,30,000/-

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	-	03	01	-	-
Sponsoring agencies	-	UGC	UGC	-	-

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

Type of Patent		Number
National	Applied	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL

3.16 No. of patents received this year	Commercialised	Applied	NIL
		Granted	NIL

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

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

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	<table border="1" style="width: 40px; height: 20px; text-align: center;">--</table>	State level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>
National level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	International level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>

3.22 No of students participated in NCC events: NA

University level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	State level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>
National level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	International level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>

3.23 No of Awards won in NSS:

University level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	State level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>
National level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	International level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>

3.24 No. of Awards won in NCC: NA

University level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	State level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>
National level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	International level	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>

3.25 No. of Extension activities organized

University forum	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	College forum	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>
NCC	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>	NSS	<table border="1" style="width: 40px; height: 20px; text-align: center;">11</table>
		Any other	<table border="1" style="width: 40px; height: 20px; text-align: center;">-</table>

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

- Awareness rally-“Female Foeticide” was organised.
- Free Health Check-up Camp was organised for women in the nearby village- Hardi.

- Awareness programme for voters.
- Survey and Group Discussion
- Free Health Check-up Camp was organised for women in the nearby village- Hardi.
- Awareness programme for voters.
- Guest Lectures
- Gram Swachhhta Abhiyan
- Yoga Lectures and Practical
- Plantation Programme
- Street Play

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	35 Acres	-	-	-
Class rooms	14	01	UGC	15
Laboratories	03	05	UGC	08
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	21	-	UGC	25
Value of the equipment purchased during the year (Rs. in Lakhs)	8.75 lakhs	0.95 lakhs	UGC	9.7 lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

Libreria software is installed in the library. Office is partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5968	714624/-	515	20,014/-	6483	734638/-
Reference Books	3636	9,37,129/-	139	13,301/-	3775	950430/-
e-Books	N-LIST	5,000/-	N-LIST	5,000/-	N-LIST	5,000/-
Journals	05	2437/-	03	4,255/-	08	4255/-
e-Journals	N-LIST	5,000/-	N-LIST	5,000/-	N-LIST	5,000/-
Digital Database						
CD & Video	86		-	-	86	
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	47+05(*Lt)	01	YES	-03	01	03	17	-
Added	-	-	-	06	-	-	-	-
Total	47+05(Lt)	01	01	09	01	03	17	-

(*Lt stands for Laptop)

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

- | |
|---|
| <ul style="list-style-type: none"> MS-CIT Course B.Sc. IT- Degree Programme |
|---|

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.14 lakhs
ii) Campus Infrastructure and facilities	2.95 lakhs
iii) Equipments	0.18 lakhs
iv) Others	-
Total :	3.27 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Construction of swimming tank and sports complex for enriching sports activities.

5.2 Efforts made by the institution for tracking the progression

- | |
|---|
| <ul style="list-style-type: none"> feedbacks Result analysis and record from the students about their further education |
|---|

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
544	-	-	-

(b) No. of students outside the

-

state

-

(c) No. of international students

Men	No	%	Women	No	%
	352	59.56		259	43.82

Last Year-2012-13						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
136	40	04	307	02	489	128	41	00	422	02	591

Demand ratio 10:2.03 Dropout 1.71 %

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

College runs under-graduate programmes. Competitive Examination Cell is functional in the college, which conducts periodical coaching classes for the preparation of competitive examinations. The Karmaveer Vidya Prabhodhini, an academic wing of our management conducts various competitive examinations. Students are encouraged to participate in these examinations

No. of students beneficiaries

30

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 counseling and career guidance

1. Educational progression. 2. Career selection, 3. Health awareness 4. Pre-marriage counseling 5. Domestic problems. 6. Personal problems

No. of students benefitted

50

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
01	18	05	-

5.8 Details of gender sensitization programmes

Program through women welfare committee. (Vidyarthini Vikas Manch), Street Play & camping on awareness about women rights through NSS.

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	10	50,000/-
Financial support from government	463	382000/-
Financial support from other sources (College employee Contribution)	10	90,000/-
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:

Students have major grievance regarding the transport facility. The problem is repeatedly conveyed to the respective authorities.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the Institution:

“To provide the quality education to all especially to the students from remote, rural and underdeveloped areas like Konkan and socioeconomically deprived classes and to make them self-reliant and responsible citizens of the nation”

Mission of the institution:

“To avail quality education in the fields of Arts, Commerce, Science, Computer Science to the students from remote, rural and underdeveloped areas like Konkan and socioeconomically deprived classes”.

6.2 Does the Institution has a management Information System

Yes. 1. Online submission of admission forms 2. Online examination procedures
3. Online information sharing with Government offices and Management

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

6.3.1 Curriculum Development

- Participation by faculty in workshops organised by the university and government
- College introduced short term courses to develop personality and skills among the students.
- Remedial coaching

6.3.2 Teaching and Learning

- Faculty of every department prepare lecture plans.
- ❖ Use of ICT
- ❖ Classroom seminars
- ❖ Group Discussion
- ❖ Study tours, Field visits, Industry visits

6.3.3 Examination and Evaluation

- Surprise Tests, Home assignment
- Open Book Examination
- Question banks
- Examination Soft-wares
- Classroom seminars
- Project Assessment and Tutorials
- Poster competitions
- Scientific model competitions

6.3.4

Minor Research Project: 05 (On-going)
Major Research Project: 01 (On-going)
Minor Research Project: 01 (Submitted)

6.3.5 Library, ICT and physical infrastructure / instrumentation

Provided -LCD Projectors: 05
Computer: 35, Laptop: 05, INFLIBNET facility.

6.3.6 Human Resource Management

- ❖ Faculty involvement in college development through various activity groups
- ❖ Orientation Programme: 05
- ❖ Refresher Course: 01

6.3.7 Faculty and Staff

1. Recruitment Procedure is followed by parent institute.
2. Recruitment of teaching staff is governed by rules and regulations of Mumbai University , UGC guidelines and Government of Maharashtra .
3. Advertisement for recruitment is given in local newspapers as well as national newspapers.
4. The selection is made strictly on merit basis as per UGC regulations.

6.3.8 Industry Interaction / Collaboration

Department of chemistry has signed MoU with Aquabell Mineral Water, Moroshi, Tal-Rajapur, Dist. Ratnagiri.

6.3.9 Admission of Students

1. Visits to the villages to meet the parents of the students who have completed XII
2. First come, first served' admission policy.
3. Encouraging girl students for college education by providing free of cost accommodation in hostels.

6.4 Welfare schemes for

Teaching	Staff welfare scheme
Non teaching	
Students	Student welfare fund

6.5 Total corpus fund generated

UGC-Rs. 57,87,022/-
Government-Rs. 22,81,8651/-

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	Yes	Kirtane & Pandit CA	Yes	Rayat Shikshan Sanstha

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

For UG Programmes Yes No

For PG Programmes Yes No

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

NA

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

Not Applicable

6.11 Activities and support from the Alumni Association

- To develop infrastructure.
- Alumni meet was organized to get feedback and suggestions from them for college development.
- Alumni of this college have interacted with present students to share their practical views and experience for their career development.
- Alumni association has promised to contribute in academic and administrative development programmes.

6.12 Activities and support from the Parent – Teacher Association

Parent teachers meetings was held by all faculty during the academic year. During this meeting parents have expressed their views and expectations from the institution which are very much useful for further development.

6.13 Development programmes for support staff

NIL

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

- ❖ Plantation of tree species in and around the college campus.
- ❖ Establishment of botanical garden.
- ❖ Plant adoption scheme (Botany Dept.)
- ❖ Plastic eradication programme by N.S.S.

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.

- ❖ Power Point presentations and video demonstration of concepts during lectures were used.
- ❖ Preparatory and remedial lectures were conducted before the exam.
- ❖ Wall papers and college magazine.
- ❖ Student adoption scheme.
- ❖ Student participation in Avishkar Research Competition.
- ❖ Departmental internal examination.
- ❖ Excursion/ field visits.
- ❖ Awareness programme in the form of poster presentation.

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

- Faculties were used ICT techniques e.g. PPT, Laptop, CDs, and VCDs in their lectures.
- Every department of college conducted Students' seminars.
- Research Projects was assigned to the students.
- Slow and advance learner
- Participation of students in Avishkar research Competition at University level.
- Department of chemistry, Botany and Zoology have organised the national seminar on Environment Management and Biodiversity of Conservation” and Department of Geography organized national conference on “Application of Remote Sensing & GIS in Geography.
- Departmental internal unit tests were conducted.
- Departmental excursion and field visits were organised.

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

- i. All faculties donate 1 % amount of total salary to parent Institution “Rayat Shikshan Sanstha, Satara.
- ii. Free accommodation to girl students in Hostel.

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

7.4 Contribution to environmental awareness / protection:

- Department of Zoology, Botany and Chemistry have organized national seminar on “Environment management and Biodiversity of Conservation” and Geography department organized national conference on “Application of Remote Sensing & GIS in Geography”
- NSS department has organised environmental awareness rally.
- Campus cleanliness programme organized by NSS unit of the college.
- Nirmalya collection programme in Ganesh Festival.

7.5 Whether environmental audit was conducted? YES NO

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

Strength:

1. Secure and compassionate learning environment.
2. Lot of green cover around the college campus.
3. Well furnished and well equipped laboratories.
4. Good teacher student ratio.

Weaknesses:

1. Lag in appointing regular faculty.
2. Fewer residencies in college campus.
3. Remote location of the college.
4. Less access to basic computer and internet facility.

Opportunities:

1. International collaboration in research.
2. To conduct advance job oriented courses.
3. To provide indoor sports facility.

Threats:

1. General decline of interest of students in basic sciences and Arts.
2. Encourage students to take up new and excel in their respective branches.

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

1. Encouraging faculty apply for Faculty Improvement Programme.
2. Proposals to University for Introduction of M. Com. as new PG programme.
3. Proposal to UGC for construction of administrative building.
4. To send the proposal for “Best College Award” to University of Mumbai, Mumbai.

Name: Asst.Prof. Kangune B. R.

Name : Prin. Dr. Kurlapakr D.D.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure III

Best Practice

BEST PRACTICE I

Title of the Practice	All faculties donate 1 % amount of total salary to parent Institution "Rayat Shikshan Sanstha, Satara.
Goal of the Practice	To create the education awareness thorough Rayat Shikshan Sanstha.
Process of the Practice	The faculty of the institute contributes 1% amount per month directly from Salary as Krutadnyata Nidhi.
Impact of the Practice	By this scheme the parent institute provides educational equipments to college.
Evidence of success	Most of the colleges of the Parent Institute get benefited.
Problems Encountered and Resources Required	In the month of March and April, college disable to send the said amount to parent institute in time.
Contact Details	Prin. Dr. Kurlapakr D. D. Principal, Abasaheb Marathe Art's, New Commerce and Science College, Rajapur, Dist: Ratnagiri(Maharashtra), Pin: 416702 Cell Phone: +91 9158718288 Email ID: abasahebmarathecollege@gmail.com

BEST PRACTICE II

Title of the Practice	Free accommodation to girl students in Hostel.
Goal of the Practice	To make overall development and women empowerment of

	girl students and make them self reliant.
Process of the Practice	The faculties of the institute contributes a secure amount per month for the development of girl students of the college.
Impact of the Practice	By this scheme the number of girl students increased in college
Evidence of success	06 girl students are accommodated in Hostel
Problems Encountered and Resources Required	Most of the parents are not ready to send the girl child for the education in outstation.
Contact Details	<p>Prin. Dr. Kurlapakr D. D.</p> <p>Principal,</p> <p>Abasaheb Marathe Art's, New Commerce and Science College, Rajapur, Dist: Ratnagiri(Maharashtra), Pin: 416702</p> <p>Cell Phone: +91 9158718288</p> <p>Email ID: abasahebmarathecollege@gmail.com</p>

Name: Mr. Kangune B.R.

Name : Prin. Dr. Kurlapakr D.D.




Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Rayat Shikshan Sanstha's

Abasaheb Marathe Arts & New Commerce, Science College, Rajapur.

Institutional Calendar : 2013 - 14

Month & Week	Administrative	Academic: Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extara Curricular/N.S.S./ Cultural/Sports	
	First Term- 10th June to 31st October 2013					
JUNE	I					
	I I I	First term Opening Day 10th June, Principal Meeting with Staff, Advt. for Admission FY/SY/TY	Departmental meeting for syllabus distribution	University Result Anyalysis	Principal's Speech to the S.Y./T.Y. Students	Annual Planing about activity.
	I I I	Distribution of committee work to the faculty, Annual planning.	Preparation of departmental & Individual Time -Table.	Annual Planning for College & University Examinations.	Checking of total books available in library.	To display notices to the student for joining the activity.
	I V	Admission process for FY/SY/TY. NOC for pass out student.	Preparation of Annual Teaching Plans. To start teaching of SY/TY classes	To display First semester examination time -table	To setup computer library, To prepare a list of books to be purchased during the year	Filling up admission forms for NSS, Cultural & Sports Activities
JULY	I	Verification of Admission forms to prepare the list of admitted student	Departmental meeting for distribution of projects, seminar work to students. Regular teaching & Practicals.	Departmental unit test for TY students.	To collect university examination questions papers & prepare yearwise sets.	To display list of students for corrections.
	I I	Principal's meeting with Chairmen of all committee for annual planning	Counselling of FY students. Display the timetable of Power-point Presentation	Interaction with all students about examination pattern i.e. credit based system	Principal's speech to the F.Y. Students.	Selection of enrolled students for various activities.
	I I I	Filling of GOI/PTC Scholarship forms, Sorting of forms.	Submission of Research projects to the BCUD/UGC and other funding agencies.	Display Rules & Regulations about Examinations	Planning of college Beautification	Inagurations of NSS.
	I V	To display enrolment list of all students. Notice for corrections if any.	To display schedule of students' seminar on notice board.	Home Assignment -I for FY/SY/TY students	Free Internet access library for students & teachers	Blood Donation Camp. To send entry forms for various activities.
AUGUST	I	Welcome Function for FY students. 1st August Lokmanya Tilak Smruti Din, Annabhau Sathe Jayanti	Provision of Short-term Courses for all Students.	Notice to all teachers about question paper setting for FY/SY First/Third term Exam.	To purchase revised books. Filling of competative exam forms.	Trainning for cultural & sports participants.
	I I	Planning for the celebration of 15th August: Independence Day, Provision of LMC Meeting	Preparation of the list & counseling for Slow & Advanced learner students.	Home Assignment -II for FY/SY/TY students	Planning of College infrastructure.	NSS Activity-Cleaning up the College campus. 9th August Kranti Din

	I I I	To Send proposals of UGC Scheme.	To send proposals for State & National level seminar/ conferences to the UGC.	Unit Test -II for TY Students	Inauguration of Vidharthini Munch	To send students for zonal/ interzonal competations.
	I V	Inauguration of Mahila Vikas Cell, Health club, Planning of Building Committee	To conduct seminars for slow and advanced learner students.	Unit Test for Slow & Advanced learner students	Doctor's visit to the Health Club for checkups.	Debet competition ,Kabbaddi competition, NSS activity
SEPTEMBER	I	Celebration of Teachers Day on 5th Sept.	Regular teaching,	Unit test -I for FY students	To place a subject -wise order for Journals & Magazines.	Workshop for competitive Examination
	I I	Planning for the celebration of 22nd Sept. Karmaveer Jayanti Meeting	Internal Evaluation of FY/SY Students	Collection & Printing of First term exam. Questions papers	Celebration of Hindi Divas- 14th September	Essay Competition
	I I I	Distribution of GOI Scholarship to the students. Send the copy of Enrolment to the University	Unit test for Short term Courses. Provision of Field works.	Distribution of Internal exam. work to the committee & Teachers	Provision for keeping library open for more hours for students.	Karmaveer Jayanti Saptah, Sadbhavana Din Celebration By NSS.
	I V	MS-CIT Admission process: Meeting with Chairman	Revision for FY/SY Students,Provision for Extra Lecturers	Schedule of Practical Examination,To display Time Table of Oct. University Examination	Planning of making library available for Study at the time of night.	Ozone Day Celebration ,NSS Day Celebration on 24th sept.
OCTOBER	I	Record of UGC Schemes	FY/SY Home Assignments.	FY/SY/TY Practical examination		Celebration of Mahatma Gandhi Jayanti.
	I I	Planning for University Examinations; Collect questions papers.	Question paper setting for TY terminal Exam.	FY/SY Semester-I/III Exam . TY University exam	To collect university examination questions papers & prepare coursewise/ subjectwise sets	
	I I I	Building Committee Meeting for Infrastructural development	To maintain Departmental records for NAAC, To prepare Departmental presentation	FY/SY Theory Examination Assessment		
	I V	Principal's meeting with staff.	Collection of syllabus completion report from heads of the departments.	Internal Assesment & Records of semester I/III examination		
		31st October First Term Closing Day (31st October to 24th November 2013)				
Month & Week		Administrative	Academic Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extara Curricular/N.S.S./ Cultural/Sports
NOVEMBER	I	Second Term 25th Nov. to 30 April				
	I I					

	I I I					
	I V	25th Nov. Second Term opening day, planning for Second term, Principal meeting with Staff, Mahatma Phule Smruti Din on 28th Nov.	Regular teaching, Maintain the records of First term	Planning for second term; Display time table of second term home assignments, tests, tutorials	A Programme of Ex-students meet.	1st Dec. National AIDS Day; Cultural activity, sports practices
DECEMBER	I	6th Dec. Dr. Babasaheb Ambedkar Smruti Din., Meeting with Unfair means committee, MS-CIT admission process	Departmental meeting for distribution of projects, seminar work to students. Regular teaching & Practicals.	Notice to all teachers about questions papers setting for FY/SY second/ fourth semester Exam.	Arrangement of educational tours & excursion	Competitive exam test for disha project.
	I I	LMC meeting, UGC grants records	Home assignment III for FY students; Display the timetable of Power-point Presentation	University Result Anyalysis	Purchasing periodicals & journals	NSS camp
	I I I	Faculty Incharge Arts, Commerce, Science & IQAC Co-ordinator's visit to departments	To display schedule of students' seminar on notice board.	To display schedule of students' seminar on notice board.	Planning for Alumni meeting.	Submission of NSS activity record to the University.
	I V	Christmas Holiday from 25th Dec. to 31st Dec.	Christmas Holiday from 25th Dec. to 31st Dec.	Christmas Holiday from 25th Dec. to 31st Dec.	Christmas Holiday from 25th Dec. to 31st Dec.	Christmas Holiday from 25th Dec. to 31st Dec.
JANUARY	I	Savitribai Phule Jayanti on 3rd January, Mahila Mukti Din, Swami Vivekanand Jayanti on 12th Januar, Inauguration of Annual Sports.	Sports activity .	Sports activity; Display schedule of second term exam.	Sports activity; Preparation of list of books purchased during the year.	Inaguration of Annual Sports, Celebration of Mahila Mukti Din, Savitribai Phule Jayanti on 3rd January.
	I I	Planning for Annual Prize Distribution, Invitation to Chief Guests.	Home assignment IV for FY students. Unit test for SY/TY	Home assignment IV for FY students. Unit test for SY/TY	Display list of prize winner students.	Display list of prize winner students.
	I I I	Planning for celebration of 26th January, Planning for cultural programme in the college	Regular teaching ,Preparation of Question Banks	Second term exam. work distribution to the faculty	Programme of night study	Planning of prize distribution, cultural programme; Mahatma Gandhi smruti Din
	I V	Republic Day Celebration, Annual prize distribution of sports, cultural activities & NSS	Annual prize distribution of sports, cultural activities & NSS	Annual prize distribution of sports, cultural & NSS	Annual prize distribution of sports, cultural & NSS	Annual prize distribution of sports, cultural & NSS
FEBRUARY	I	Meeting with Exam Committee , Suggestions to the supervisors, papers setters and committee members	University Exam. question paper Practice for TY students	To display University Exam. Time -table.	Records of use of internet by students.	Display photographs of activities conducted by all committees during the year
	I I	Administrative meeting with non-teaching staff for annual audit	Planning for Semester-II/ IV Examination of FY & SY Students	Planning for Preliminary Examination for TY Students		To maintain records of acivities.

	I I I	Celebration of Ch. Shivaji Maharaj Jayanti on 19th Feb.	Question paper setting for Semester-II/ IV Examination	Preliminary exam papers assesment,display results on notice boards.	Sorting of newspapers	
	I V	Distribution of exam. hall tickets to the students.	Revision for FY/SY/TY Students,Provision for Extra Lecturers; Collection of Feedback forms from students	Preparation of Sr. & Jr.supervision chart.	List of reference books	Celebration of National Science Day on 28th February by Scince Association
MARCH	I	Celebration of World Women Day on 8th March, Planning for campus development	Records of FY/SY/TY internal evalution, Commencement of Semester II & IV examination	Records of FY/SY/TY internal evaluation		World Women Day on 8th March
	I I	Planning for March end records and Audit records	Filing the records of annual activities conducted by the dept.	Semester II/IV & University Examination	To prepare sets of University & college Exam question papers	Binding the files of activities with photographs and related news.
	I I I	Preparation of 16 Number forms to all the Faculty	Home Exam papas assesment	To conduct additional/ ATKT exam. for slow lerner students		
	I V	Preparation of utilisation certificates.	Commencement of University examination; University exam supervision	University exam supervision		
APRIL	I	To submit UC/SE to funding agencies	University exam evalutaion	University exam evalutaion		Dr. Babasaheb Ambedkar Jayanti on 14th April.
	I I	Submission of records of all activities to IQAC	Feedback analysis	Records of all activities	Submission of records of all activities	Submission of records of all activities.
	I I I	Term end meeting on 30th April.				

**Co-ordinator IQAC
Shri. Kangune B.R.**

**Principal
Dr. Kurlapkar D. D.**