

The Annual Quality Assurance Report (AQAR) of the IQAC

Academic Year 2015-16

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:

I/C Prin. Dr. A.B. Tapase

Tel. No. with STD Code:

02353-221002

Mobile:

91-9619315255, 91-9869354655

Name of the IQAC Co-ordinator:

Dr. Shakil D. Shaikh

Mobile:

91-8805101469

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.erayat.org/amcr

Web-link of the AQAR:

www.erayat.org/amcr

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

15/06/2015

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

2015-16

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 2013-14 30/10/2014 (DD/MM/YYYY)
- iii. AQAR 2014-15 09/10/2015 (DD/MM/YYYY)
- iv. AQAR 2015-16 20/03/2018 (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	<input type="text"/>		
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="01"/>
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="02"/>
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="17"/>

2.10 No. of IQAC meetings held 05

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

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC : 10

Total Nos. International National State Institution Level

(ii) Themes

The IQAC guided and managed the following workshops/ seminars at the institutional level:

1. One Day workshop on 3rd Cycle Accreditation at regional level in the month of September, 2015.
2. One Day workshop for science students on “*Laboratory Safety*” in the month of July, 2015.
3. One Day workshop on “*Methodology in Research*” for students and staff in the month of August 2015.
4. One Day Workshop on “*Use of Library e-Resources*” for students in the month of September, 2015.
5. One Day regional workshop on “*Career prospects in Commerce*” organized during November, 2016.
6. One Day Workshop on “*Konkan and Lok-Kala*” was organized during February, 2016.
7. One Day Workshop on “*Personality Development*” for students in the month of January 2016.
8. One Day Workshop on “*Development of Tourist Places*” was organized during December, 2016.
9. One Day Workshop on “*Botany and Ethnomedicines*” for students in Life Sciences the month of January, 2016.
10. One Day training programme for administrative staff on “*Role of office in Quality Management*” in the month of February, 2016.

2.14 Significant Activities and contributions made by IQAC

- New programme i.e. Second year Master of Commerce: Second year introduced as PG programme.
- 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 some of them were received the grants for their sanctioned projects.
- Received NOCs for Guest House, Student Centre and Extension of Laboratories and also received the remaining grants from UGC.
- Teachers were encouraged for Ph.D under FIP- Two teachers are benefitted.
- Student Participation in Avishkar- research Convention at District and University level.
- Teachers are following of computer-aided teaching methodology.
- Various departments published their respective wallpapers.
- IQAC initiated Plantation Programme over the college campus.
- IQAC encouraged students to involve in N.S.S. and other social activities.
- Academic calendar prepared by IQAC.
- Students and teaching staff are encouraged by IQAC for their involvement in research and social activities.
- Counselling of XIIth passed students for admission for graduation.
- Research Projects are completed by last year students and presented in seminar/ conferences/Avishkar competition.

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 *

Sr. No.	Plan of Action	Achievements
1.	Counselling of XII th Pass students for Higher education	Admissions are done through counselling
2.	To introduce PG (II nd year)– Commerce programme	PG –commerce introduced
3.	To prepare Academic Calendar 2015-2016	Academic Calendar was prepared and activities were organized accordingly.
4.	Decentralization of administration	Effective implementation through IQAC committee by giving authorities to Heads of the Department, formation of various academic committees for smoothening and maintaining quality in academics and administration.
5.	To prepare teaching plans for each faculty	Teaching plans were prepared by the faculty and teaching-learning process was completed consequently.
6.	To celebrate National and International Days.	Celebrated various days in the college

7.	To avail the NOCs of UGC funded schemes and to submit the Utilizations of UGC schemes.	Received NOCs for Guest House, Student Centre and Extension of Laboratories.
8.	To organize meetings for quality enhancement in higher education	IQAC held the meetings as per the schedule.
9.	To avail feedbacks from students, alumni, parents and employers.	Feedbacks were sought, analysed and revisions made accordingly.
10.	To increase the MoUs and visiting faculty.	MoUs are in channel to signed by the respective authorities and total number of visiting faculties was considerably increased.
11.	To promote students in sports activities	Bronze medal is achieved by Prachi Jadhav in Wrestling at University level.
12.	To publish wallpapers	College has published wallpapers on current areas of interest.
13.	To run short term courses for students	College runs six courses for the students
14.	To promote the students for competitive exam	Students participated in competitive exam conducted by Karmaveer Vidya Prabhodhini
15.	To make result analysis, identify issues and measures to be taken	ICT assisted and digital classrooms were set up.
16.	To organize lecture on Biodiversity Conservation	Lecture was organized in Feb., 2016.
17.	To plant medicinal and economic important plants over the campus	Plantation was made for rare, endangered and threaten plant species.
18.	To organize lecture and various activities for girl students	Various competitions were organized and girls students are felicitated
19.	To organize different workshops and lectures of experts and scholars on various themes	Workshops and guest lecturers were organized.
20.	To promote effective use of ICT aided classrooms	Faculty continuously using ICT based facilities.
21.	To develop Language Laboratory facility to faculty and students	Laboratory was made available to faculty and students.
22.	To organize different workshops and lectures of experts and scholars on various themes	Workshops and guest lecturers were organized.
23.	To promote staff to participate and to present research papers in seminars, conferences and publish papers in reputed journals, proceedings etc.	Faculty members attended seminars/ workshops and presented papers as well and also published good number of publications.
24.	To celebrate <i>Karmaveer Jayanti</i> (Founder of Sanstha) and to organize different co-curricular activities	<i>Karmaveer Jayanti</i> was celebrated and different co- and extra-curricular activities were organized accordingly.
25.	To encourage faculty for career advancement scheme	Faculties are attended orientation/ refresher/ short term courses
26.	To organize cultural programmes for students	Organized the activity during in January, 2016.
27.	To run continuous evaluation of students through innovative practices	Continuous Evaluation of students was done by Internal Evaluation Mechanism, Surprise tests, Open book exam, Preliminary Exams, Internal tests, Projects.
28.	To organize excursion tours, industrial visits of the students	Study tours and industrial visits of the students were arranged.
29.	To organize social awareness programme	Organized awareness programme on Drugs Addiction and AIDS by NSS.
30.	To participate in environmental consciousness programme	Trees plantation is done over college campus.
31.	To organize Annual Prize Distribution Programme	The event was organized by Gymkhana Committee
32.	To face account audit conducted by the parent institute	College were audited by the parent institute.
33.	To publish college annual magazine <i>Rayatganga</i>	The issue of magazine was published

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

(Academic Calendar of the year 2015-16 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	07	--	05	02
Others				
Total	12	-	07	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.

Revision at Part I/II/ III level in all the three streams (Arts. Commerce & Science)

Salient aspects of Syllabus

The university has adopted semester pattern

The pattern has CBSC system.

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

PG-Commerce (IInd Year)

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	25	21	03	-	01

2.2 No. of permanent faculty with Ph.D.

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
	-	02	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended seminars/ Workshops	11	31	05
Presented papers	11	31	05
Resource Persons	-	-	-

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

- ICT enabled teaching and learning.
- Group discussion, Poetry Recitation Competition,
- Class-room seminars for students.
- Synchronization of theory and practicals.
- Virtual Learning through online
- Actively participation of students in on filed data collection.

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

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

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

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	48	2.1	20.83	33.33	20.83	77.08
B.Com.	90	26.66	40	31.11	--	97.77
B.Sc.	25	45	20	19	--	96.00

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

- Encourages teaching faculty of the college to use ICT in teaching and learning.
- Motivates teachers to participate in research oriented work and also to attend orientation and refresher courses.
- Motivates teachers to conduct student oriented activities.
- Faculty members are promoted to prepare academic diaries and lesson notes.
- IQAC has developed academic calendar for contribution, monitor and to evaluate teaching and learning processes through which activities are conducted in academic year.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	07
UGC – Faculty Improvement Programme	02
HRD programmes	215
Orientation programmes	05
Faculty exchange programme	03
Staff training conducted by the university	01
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	50
Others	03

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

3. Research, Consultancy and Extension

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

1. The college has Research advisory committee for evaluation of project to be submitted to different funding agencies.
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.
3. Students were assigned research project works and IQAC promoted these students to present their work at various levels.
4. Students were motivated and prepared to participate in Avishkar Research competition of the parent university.
5. The IQAC promoted faculty to register for doctoral research and also to publish research papers. Continuous encouragement is provided by the institute to complete work in stipulated time.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	-	--
Outlay in Rs. Lakhs	13.32	22.945 lakhs	-	-

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	03	04	03	--
Outlay in Rs. Lakhs	4.95 lakh	92,000	7.70 lakh	-

3.4 Details on research publications-

	International	National	Others
Peer Review Journals	15	10	02
Non-Peer Review Journals	-	-	--
e-Journals	-	-	-
Conference proceedings	02	01	--

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 (01)	3 Years	S.E.R.B.-DST	22,94,500	10,00,000
Minor Projects	--	--	--	--
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	01 Yrs	BCUD Mumbai	92000/-	92000/-
Students research projects <i>(other than compulsory by the University)</i>	01	College	6690/-	6690/-
Any other(Specify)	-	-	-	-
Total	-	-	2393190 /-	10,98,690/-

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	--	--	--	--	10
Sponsoring agencies	--	--	--	--	10

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	NIL
	Granted	NIL
International	Applied	NIL
	Granted	NIL
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
01	-	01	-	-	-	-

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 02 Any other -

3.21 No. of students Participated in NSS events:

University level 10 State level 03

National level - International level -

3.22 No of students participated in NCC events: NA

University level - State level -

National level - International level -

3.23 No of Awards won in NSS:

University level -- State level -

National level - International level -

3.24 No. of Awards won in NCC: NA

University level - State level -

National level - International level -

3.25 No. of Extension activities organized

University forum - College forum -

NCC - NSS 08 Any other 05

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

Rally	Swachh Bharat Abhiyan Activity
Street play.	Women Empowerment
Plantation Programme	Disaster Management
Yoga Shibir	Water Conservation

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	-	UGC	14
Laboratories	05	--	UGC	05
Seminar Halls	01	-	UGC	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	21	05	DST	25
Value of the equipment purchased during the year (Rs. in Lakhs)	8.75 lakhs	2.993 lakhs	DST	11.743 lakhs
Others	-	-	-	-

4.2 Computerization of administration and library

- Partly automated and Libreria software is installed in the library.
- Administration has been computerized: submission of admission forms, scholarships, correspondence, etc. are online. Besides, the higher authorities at times communicate with its colleges through video conferencing.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10767	750952/--	465	77,374/-	11232	828326/-
Reference Books	3870	9,89,693/-	129	4980/-	3999	994673/-
e-Books	Inflibnet	5,000/-	Inflibnet 31,35,000	5000/--	Inflibnet	5000/-
Journals	41	25,284/-	Renovation		41	25,284/-
e-Journals	Inflibnet	5000/-	NLIST		6000	5000/-
Digital Database	--	-	--	-	--	-
CD & Video	86	36,088/-	-	-	86	36,088/-
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	-	-	-	03	-	-	-	-
Total	47+05(Lt)	01	01	06	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.)

- MS-CIT Course
- B.Sc. IT- Degree Programme
- Provides internet facility to all departments
- Computer Centre has been set up by the B. C. A. department
- Training to teachers and students on “How To Prepare Power Point Presentations”
- An Initiatives have been taken to set Language Laboratory by the Dept. of English.
- Use of e-learning resources by faculty during teaching and learning process.
- Administration of institute is functions online for admissions, examination form submission, scholarships, correspondence to parent institute, university offices, Joint Director through e-mail, video conferencing.
- Use of software e-Sevarth pranali for all office correspondence to the higher education office.
- Upgraded profiles of all teaching and non teaching staffs through HRMS software.

4.6 Amount spent on maintenance in lakhs :

i) ICT	0.68 lakhs
ii) Campus Infrastructure and facilities	1.19 lakhs
iii) Equipments	0.23 lakhs
iv) Others	-
Total :	2.03 lakhs

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Construction of student support centre
- Construction of Sports Complex Centre
- IQAC organized counseling for the students during the month of June to July of each academic year and make them aware about different facilities provided by the institute and university especially regarding with online admission, specializations for graduation level, document verification and submission, scholarships, freeships, fee structure, Book Bank facility, remedial coaching, library facilities, hostel and canteen facilities, short term courses, sports and other competitions, NSS, research projects (Avishkar)
The students have been benefitted by these facilities.

5.2 Efforts made by the institution for tracking the progression

- Feedbacks from the students
- Internal Tests, Preliminary examinations, Coaching for slow and advanced learners

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
708	18	-	-

(b) No. Of students outside the state

01

(c) No. of international students

00

Men	No	%	Women	No	%
	401	55.23		325	44.76

Last Year-2015-16						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
144	46	00	536	--	726	151	36	00	499	00	686

Demand ratio 10:07

Dropout % 1.5

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

87

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

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

No. of students benefitted

80

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	17	04	10

5.8 Details of gender sensitization programmes

- Various activities were conducted through Women Welfare Committee (Vidyarthini Vikas Manch).
- Guest lecturer were invited to talk on the topics like Gender Sensitization, Women Empowerment

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	295	Yet to receive by Govt.
Financial support from other sources (College employee Contribution)	--	--
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. The problem related to result declaration was conveyed to University exam centre.

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 06 short term courses to develop personality and skills among the students.
- Remedial coaching

6.3.2 Teaching and Learning

- ❖ 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

6.3.4 Research and Development

- Major Research Project: 01
- Minor Research Project: 04
- Publication of research papers/ articles at national/ international level by faculty

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Provided -LCD Projectors: 05
- Computer: 35, Laptop: 05, INFLIBNET facility.
- Purchased sophisticated instruments and equipments through available grants.
- Construction of swimming pool, Indoor Stadium, Students facility centre etc.

6.3.6 Human Resource Management

- ❖ The total human resource requirements – teaching and non-teaching staff are properly estimated and the effective manpower planning is done at the top level management.
- ❖ Faculty involvement in college development through various activity groups
- ❖ Orientation Programme:05 Refresher Course: 07
- ❖ Staff welfare scheme, credit cooperative society, recreational activities are taken.

6.3.7 Faculty and Staff recruitment

1. Procedure adopted by the management and the advertisements are given in the national newspapers to draw competent and qualified manpower from all over the country.
2. The selection procedure is followed for selecting the staff as per the provisions made by Government of Maharashtra, UGC guidelines and rules of University of Mumbai.
3. Besides these the local appointments on CHB basis also recruited through either giving advertisement to newspaper or through local selection method.

6.3.8 Industry Interaction / Collaboration

Dept of Chemistry :- Collaboration with Aquabella.
Different departments of the college as signed MoUs with other academic or research institutes.
Industrial Visits for sharing of the knowledge

6.3.9 Admission of Students

1. Visits to the villages for the counselling students who have passes XII exam.
2. Encouraging girl students for college education by providing free of cost accommodation in hostels.
3. First come, first served' admission policy.
4. Merit basis' system for B. Com-I.
5. The admissions to various courses are being given online.

6.4 Welfare schemes for

Teaching	Staff welfare scheme
Non teaching	
Students	Student welfare fund

6.5 Total corpus fund generated

UGC-Rs. 1559692
Government-Rs. 28474764

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	--	--	--	--
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?

The institution conducts an examination as per rules and regulations of the Mumbai University. Recently University of Mumbai has introduced Credit Based Grading and Semester System for evaluation of the system. It is beneficial to evaluate students' performance continuously. It also includes internal evaluation of 25 marks. Along with examination pattern suggested by the university, International Evaluation System is developed by every department

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 organize functions.
- To decide academic programmes.
- To develop infrastructure.
- Alumni meet at regular interval, share views and provide help as and when needed to the institute. This year the Association helped for campus beautification.
- The feedback given by the alumni through their experiences is used for ensuring the achievement of the learning outcomes.
- Alumni meets of various departments are held. In such meets, the performance and progress of the institution is discussed.

6.12 Activities and support from the Parent – Teacher Association

Two parent teachers meetings were held during the academic year. During these meetings parents have expressed their views and expectations from the institution which are very much useful for further development. They also contributes feedbacks at improvement in faculty performance, revision in curriculum and students'

6.13 Development programmes for support staff

Support staff are encouraged to participate in No-vehicle day campaign. The college organized training programme for non-teaching staff about Sevarth Pranali. Participated in online training on mock-drill organized by the university.

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

- ❖ Plantation
- ❖ Plastic free zone
- ❖ Plant adoption scheme by Department of Botany.
- ❖ Some of the initiatives undertaken such as Energy Conservation, Water Harvesting, Tree Plantation, Hazardous Waste including e-waste Management, etc.
- ❖ The college conducts Green Audit, Energy Audit and Biodiversity Audit of its 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.

- Energy conservation
- Water harvesting
- Check dam construction
- Efforts for Carbon neutrality
- Green Campus Initiative through plantation and conservation of ecological important plant species.
- Hazardous waste management
- e-waste management
- Use of Advanced Technology in Academics and Administration
- Biodiversity register for campus.

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

- In the term end meetings of the departments, distribution of the courses to be taught in the next term is discussed and teachers' personal timetables are prepared.
- Academic Calendar 2016-2017 was prepared and activities were organized accordingly.
- Departments were asked to collaborate with other institutes and local industries for their MoUs.
- Workshops and training programmes for students, teachers and non-teaching staff were organized.
- For the better understanding of curricula, the faculties used ICT techniques (PPT, OHP etc.) in their lectures.
- Students are given exposure to experience-based learning through Research projects, Wall Paper, Field visits etc.
- Faculty of the college adopted the students and tried to solve their problems.
- Students have actively participated in Avishkar research Competition.
- For the better understanding of the subject, the Life Science Department has synchronized teaching the theory with practical.
- Departmental internal unit tests were conducted.
- Teachers are encouraged to participate in various activities
- Celebrated of national and international days.
- Collection of e-study material, practical manuals, questions banks, etc. are prepared and made available to students by teachers.

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

- i. Biodiversity register for campus
- ii. Use of Advance Technology in academics and administration.

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

7.4 Contribution to environmental awareness / protection

- College has rainwater-harvesting facility.
- NSS unit adopts a village every year through which various activities are carried like check dam construction, cleaning, village surveys/ awareness campaigns, etc. during the special camp period.
- Organized a poster exhibition on Environmental issues.
- The college Campus Beautification Committee and NSS together planted various species over the campus and also maintains cleanliness and hygiene of the campus.
- A green audit was conducted.
- Water literacy campaign and awareness drive about adverse effects of sound pollution were conducted.
- Special lectures were organized for the awareness of the environmental protection issues.

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. Faculty with good academic and research qualities.

2. Reputed management in the India.

3. Well established infrastructure and healthy environment.

Weaknesses:

1. Remote location of the college.

2. Inadequate number of student input

3. Placement activity at departmental level needs to be strengthened.

4. Interrupted Internet connectivity.

Opportunities:

1. Good research culture in the department enables students to have better opportunities in research field.

2. Thirty five acres of land and spacious infrastructure can be used to establish research center.

Threats/Challenges:

1. Establishment of new academic institutes in nearby areas.

2. Most of the girl students completing XII science prefer to take admission to nursing courses.

3. Most of the parents are reluctant to admit their daughters in the colleges.

4. Tendency of the youth to seek jobs in Mumbai before completion of graduation.

8. Plans of institution for next year

1. Submission of major research projects
2. To increase the number of students through counselling
3. To increase the number of MoUs with other institutes.
4. To organize workshops/ training programmes for teaching as well as non-teaching staff.
5. To increase placements through on site or off campus drives.



Name : Dr. S. D. Shaikh

Signature of the Coordinator, IQAC



Principal
V.M. Arts & N.C. Science College
Rajapur, Dist. Ratnagiri.

Signature of the Chairperson, IQAC

(J/c Pri. Dr. A.B. Tapase)

Academic calendar

Rayat Shikshan Sanstha's						
Abasaheb Marathe Arts & New Commerce, Science College, Rajapur.						
Institutional Academic Calendar : 2015 - 16						
Month & Week	Administrative	Academic Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extra Curricular/N.S.S./ Cultural/Sports	
JUNE	I	First Term 8th June to 21st October 2015				
	II	First term Opening Day 13th June, Principal Meeting with Staff, Advt. for Admission FY/SY/TY	Departmental meeting for syllabus distribution	University Result Analysis	Principal Speech to the S.Y./T.Y. Students	Annual Planning about activity.
	III	Distribution of committee work to the faculty, Annual planning.	Preparation of departmental & Individual Time - Table.	Annual planning about College & University Examinations.	Checking of total books available in library.	To display notice to the student for joining the activity.
	IV	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 examinations time -table	To setup computer library. To prepare list of books to purchase for the year	Filling the admission form for NSS, Cultural & Sports Activity
JULY	I	Verification of Admission form To prepare list of admitted student	Departmental meeting about distribution of projects, Seminar work to students Regular teaching, Practicals	Departmental unit test for TY students.	To collect university examination question papers & prepare year wise sets	To display list of students for the corrections.
	II	Principal meeting with Chairman of all committee for annual planning	Counselling of FY students.	Interaction with all students about examination pattern on credit based semester system	Principal Speech to the F.Y. Students.	Selection of participated students in various activities.
	III	Filling of GOI/PTC Scholarship Forms, Sorting of forms.	Sending Research projects to the BCUD/funding agencies.	Display Rules & Regulations about Examinations	Planning of College Beautification	Inaugurations of NSS
	IV	To display enrolment list of all student. Notice for corrections.	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 form for various Activity.
AUGUST	I	Welcome Function for FY students, 1st August Lokmanya Tilak Smruti Din, Annabhau Sathé Jayanti	Provision of Short-term Courses for all Students.	Notice to all teachers about question paper setting for FY/SY First Semester/Term Exam.	To purchase revised books. Filling of competitive exam forms.	Training for cultural & sports participants.
	II	Planning about celebrations of 15th August Independence Day, Provision of LMC Meeting	List preparation & Guidelines for Slow & Advanced learner students.	Home Assignment -II for FY/SY/TY students	Planning of College infrastructure,	NSS Activity-Cleaning the College campus. 9th August Kranti Din
	III	To Send proposals of UGC Scheme.	To send Proposals of State & National level seminar to the UGC	Unit Test -II for TY Students	Inaugurations of Vidharthini Munch	To send students for zonal/ interzonal competitions.
	IV	Inauguration of Mahila Vikas Cell, Health club, Planning of Building Committee	To conduct seminar for slow and advanced learner students.	Unit Test for Slow & Advanced learner students	Visit of Doctors to the Health Club for check up.	Debate competition, kabaddi competition, NSS activity
SEPT EMBER	I	Celebration of Teachers Day on 5th Sept.	Regular teaching,	Unit Test -I for FY students	To order subject wise Journals & magazine.	Workshop for competitive exam.
	II	Planning about celebrations of 22nd Sept. Karmaveer Jayanti Meeting	Internal Evaluation of FY/SY Students	Collection & printing of First Semester/Term Exam. question papers	Celebration of 14th Hindi Divas.	Programme of Karmaveer Jayanti Saptah.
	III	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 of extra time of library opening.	Sadbhavana Din Celebration By NSS, Essay Competition.

	IV	MS-CIT Admission process meeting with Chairman	Revision for FY/SY Students, Provision of Extra Lecturer	Schedule of Practical Examination, Display Time Table of Oct. University Examination	Planning for Night Study in Library,	Ozone Day Celebration ,NSS Day Celebration on 24th Sept.
OCT OBE R	I	Record of UGC Schemes	To setting question papers for TY terminal Exam.	FY/SY First semester/term Internal Exam Start, October TY University exam Start.	To collect university examinations questions papers & prepare a set term wise	Celebration of Mahatma Gandhi Jayanti.
	II	Planning about University Examinations, collect questions papers.	To maintain Departmental records for NAAC, to prepare Departmental presentation	FY/SY /TY First term Internal Exam. October TY University exam		
	III	Building Committee Meeting for development of Infrastructure	FY/SY Home Assignment	Internal Assessment records of terminal examination		
	IV	21nd October First Term Closing Day (22nd October to 15th November 2011)				
Month & Week		Administrative	Academic Teaching -Learning	Academic Evaluation	Co-curricular/ Library	Extra Curricular/N.S.S./Cultural/Sports
NOV EMB ER	I	Second Term 16th Nov. to 30 April				
	II	14th Nov. Second Term opening day, planning of Second term, Principal meeting with Staff	Regular teaching, maintain the records of First term	Planning about second term	Arrangement of educational tours	NSS camp
	III	Meeting with Unfair means committee, MS-CIT admission process, Mahatma Phule Smruti Din on 28th Nov.	Regular teaching, Departmental Alumni Meeting,	Display time table of second term home assignment, test, tutorials	To purchase periodicals & journals	Cultural activity, sports practices
	IV	Beautification of college campus. Colouring of college building, 6th Dec. Dr. Babasaheb Ambedkar Smruti Din.	Home assignment III for FY students. Short term courses Exam.	Unit test III for SY/TY students	A Programme of Ex-students meet.	1st Dec. National AIDS Day by Science Association
DEC EMB ER	I	College Mock Peer Team visit to departments. LMC meeting	Regular teaching, Department presentation to Mock Peer Team	Notice to all teacher about question papers setting for FY/SY second term Exam.	NAAC records File submission	Competitive exam test for disha project.
	II	NAAC peer team visit, planning of presentation	NAAC peer team visit, Department presentation,	NAAC peer team visit, result analysis	NAAC Peer team visit to library	Activity presentation to the NAAC peer team
	III	Christmas Holiday on 25th Dec. to 31st Dec.	Christmas Holiday on 25th Dec. to 31st Dec.	Christmas Holiday on 25th Dec. to 31st Dec.	Christmas Holiday on 25th Dec. to 31st Dec.	Christmas Holiday on 25th Dec. to 31st Dec.
	IV	Inauguration of Annual Sports, Mahila Mukti Din, Savitribai Phule jayanti on 3rd Jan.	Sports activity week	Sports activity week	Sports activity week	Inauguration of Annual Sports, Mahila Mukti Din, Savitribai Phule jayanti on 3rd Jan.
JAN UAR Y	I	Planning about indoor stadium & Swimming pool, UGC grants records, Swami Vivekanand jayanti on 12th Jan.	Regular teaching, second term home exam questions paper setting.	Display schedule of second term exam.	Listing of purchased books during the year.	Record of NSS activity submitted to the University.
	II	Planning about Annual Prize Distribution, invitation to Chief Guest.	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.
	III	Planning about celebration of 26th Jan. planning of cultural programme in college,	Regular teaching, to prepare question bank for departments	Second term exam work distribution to the faculty	programme of night study	Planning of prize distribution. Mahatma Gandhi Smruti Din

	IV	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
FEB RUA RY	I	Meeting with Exam Committee ,suggestion to the supervisor	Solve University question papers by TY student	Display University Exam. Time -table to prepare Sr. & Jr. supervisor charts.	Records of use of internet library by students.	Display Photograph of all activity conducted by all committee on the board
	II	Celebration of Ch. Shivaji Maharaj Jayanti on 19th Feb.	Planning of Preliminary Examination for TY Students	Planning of Preliminary Examination for TY Students		To maintain record of activities.
	III	Administrative meeting with non-teaching staff for annual audit	Preliminary exam papers assessment, display results	Preliminary exam papers assessment, display results on notice boards.	Sorting of newspapers	National Science Day on 28th Feb. by Science Association
	IV	Distribution of exam. hall ticket to the students. Celebration of World Women Day on 8th March.	University exam supervision	To conduct University & Home examination	List of reference books	World Women Day on 8th march
MAR CH	I	Planning about campus development	Records of FY/SY/TY internal evaluation	Records of FY/SY/TY internal evaluation	To prepare a set of University & college Exam questions papers	Binding the files of activity with photograph related news displayed in newspapers
	II	Planning of March end records. Audit the records	Filling the records of annual activity conducted by the dept.	Home exam paper assessment		
	III	Preparation of 16 Number form to all the Faculty	University & Home Exam papers assessment	To conduct additional/ATKT exam for slow learners		
	IV	To Prepare utilisation certificates.	University exam supervision	University exam supervision		
APRI L	I	To submit UC/SE to funding agencies	University exam evaluation	University exam evaluation		Dr. Ambedkar Jayanti on 14th Apr.
	II	Submission of records of all activities to IQAC		Records of all activity	Submission of Records of all activity	Submission of Records of all activity
	III	Second Term end meeting on 30th April				
		Dr. Shakil D.Shaikh				I/c. Principal
		IQAC Coordinator				Dr. A. B. Tapase

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.

Best Practice/s

No. 1: Biodiversity register for campus

Title of the Practice	Biodiversity register for campus
Goal of the Practice	<ul style="list-style-type: none">• To survey biodiversity of the campus.• To conduct biodiversity audit of the college campus in the academic year.• To put prudent step towards 'environment protection and green initiative.
Process of the Practice	<ul style="list-style-type: none">• Systematic documentation of the plant species.• Digital record of each species.• Preparation of herbarium of some species.
Impact of the Practice	<ul style="list-style-type: none">• It increases interest among the students.• It makes awareness among students about biodiversity and need of its conservation.• Students get opportunity to identify and practice experience.• Students become capable for identification of various plant species.
Evidence of Success	<ul style="list-style-type: none">• The campus demonstrated the good number of presence of species of plants, which have been listed under the IUCN Red list.• Similarly number of bird and butterfly species also occurred in the campus.• The campus also supports mammals and reptiles.
Problems encountered and resources required	<ul style="list-style-type: none">• The humidity during monsoon damages herbarium by moisture causing fungal infection to the specimens.• Advanced studies are required for the same.
Contact Details	Dr. A. B. Tapase I/c. Principal, Abasaheb Marathe Arts & New Commerce, Science College, Rajapur Dist: Ratnagiri (Maharashtra) Cellphone No. 0961315255 Email ID: abasahebmarathecollege@gmail.com

No. 2: Use of Advance Technology in academics and administration

Title of the Practice	Use of Advance Technology in academics and administration
Goal of the Practice	<ul style="list-style-type: none"> • To develop / enhance competencies in Teaching, Learning, Evaluation and Research. • Use of effective communication techniques for increasing the efficiency of teacher-student team work, resulting the teaching learning experience more effective, interactive and further interesting.
Process of the Practice	<ul style="list-style-type: none"> • College provides facility of computer/laptop and LCD projector for conducting lectures, practicals and seminars. • Internet facility is also provided. • Online admission software is used by institute to admit students from the university portal. • Library makes use of advance technologies to access online reference databases. Teachers and students have direct access to INFLIBNET facility of UGC. • The college has set up digital record facilities where in the documents are digitized and advanced search options are provided through it.
Impact of the Practice	Students come from various socio-economic backgrounds with little or no access to ICT for learning. The use of ICT by the college has positive impact on learning experience. The importance of ICT results in the betterment of teaching-learning experience. It also helps to develop relatively more analytical and practical aptitude and to decide future career goals as well.
Evidence of Success	<ul style="list-style-type: none"> • Because of ICT facilities, lecture notes, references, information can be easily exchanged between teachers and students. • The ICT facility is used for demonstration of practical sessions and their standardization. This has resulted into better understanding of the subject and clarity of the concept.
Problems encountered and resources required	<ul style="list-style-type: none"> • Technical Problems related to presentation, Antivirus upgradation, High-speed internet. • Computers are getting technical problems during monsoon due to high humidity. • Orientation of staff and students for using advanced technology is necessary. • Encouragement for more applications of ICT • The number of virtual classroom should be increased. • Advanced software and hardware should be purchased for subjects such as Bioinformatics / Animations / Graphics / Modelling and Simulations • Feedback devices are required
Contact Details	<p>Dr. A. B. Tapase I/c. Principal, Abasaheb Marathe Arts & New Commerce, Science College, Rajapur Dist: Ratnagiri (Maharashtra) Cellphone No. 0961315255 Email ID: abasahebmarathecollege@gmail.com</p>
