



Hindustani Education Society, AUSA'

## **Sharadchandra Mahavidyalaya, Shiradhon**

NAAC Accredited ' B ' Grade with CGPA 2.40

Tq. Kallam Dist. Osmanabad-413528 (Maharashtra)

(Affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad)

## **Internal Quality Assurance Cell (IQAC)**

## **Annual Quality Assurance Report (AQAR)**

*(July 1, 2014 to June 30, 2015)*

Submitted to



**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore - 560 072 India



Regd. No.OSM.36/78, Dt. 30/09/1978,F-312L02383  
Hindustani Education Society, AUSA

# SHARADCHANDRA MAHAVIDYALAYA, SHIRADHON

Tq. Kallam Dist. Osmanabad- 413528 (Maharashtra)  
(Minority Status)  
NAAC Accredited "B" Grade

## Internal Quality Assurance Cell (IQAC)

: Chairman :

**Dr. Birajdar G.D.**

Principal, S.M. Shiradhon

: Co-ordinator :

**Dr. K. M. Shakeeluddin**

Asstt. Prof., Dept of Urdu

Ref. SMS/2018-19/IQAC-132

Date: 29/12/2018

To,

**The Director**

National Assessment and Accreditation Council  
P.O. Box. No. 1075, Opp.: NLSIU, Nagarbhavi,  
Bangalore – 560072 India.

Sub :- Submission of AQAR for the academic year 2014-15  
(College Track ID: MHCOGN16903)

**Respected Sir,**

With reference to the subject cited above. I am pleased to submit the Annual Quality Assurance Report for the academic year 2014-15. A soft copy of the report has been linked with the college website

[http://www.hesasms.org/AQAR\\_Report.aspx](http://www.hesasms.org/AQAR_Report.aspx). It is for your kind consideration and further action. Kindly accept the same and do the needful.

Thank you.

Yours faithfully,



**Principal**

## The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution	Sharadchandra Mahavidyalaya, Shiradhon
1.2 Address Line 1	Tq. Kallam
Address Line 2	Dist. Osmanabad
City/Town	Shiradhon
State	Maharashtra
Pin Code	413528
Institution e-mail address	pri.smsshiradhon@gmail.com
Contact Nos.	02473-261100
Name of the Head of the Institution:	Dr. Chaus S.A.
Tel. No. with STD Code:	02473-261140
Mobile:	9422070584

Name of the IQAC Co-ordinator:

Dr. K.M. Shakeeluddin

Mobile:

9595785402

IQAC e-mail address:

iqac.sms@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN16903

1.4 NAAC Executive Committee No. & Date:

(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)

EC(SC)/04/A&A/38 Dated 10-12-2014

1.5 Website address:

www.hesasms.org

Web-link of the AQAR:

[http://www.hesasms.org/AQAR\\_Report.aspx](http://www.hesasms.org/AQAR_Report.aspx)

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 <sup>st</sup> Cycle	B	2.40	2014	2019
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

03/08/2012

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

2014-15

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 2014-15 Submitted  
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*)

Dr. Babasaheb Marathwada  
University, Aurangabad

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

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other ( <i>Specify</i> )	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="06"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="Nil"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
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="14"/>
2.10 No. of IQAC meetings held	04
2.11 No. of meetings with various stakeholders:	
No.	<input type="text" value="√"/>
Faculty	<input type="text" value="√"/>

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- i. Motivating teachers to participate in research and extension activities to enhance the quality of teaching.
- ii. Teachers are also encouraged to carry out major and minor projects.
- iii. Coaching Classes for Competitive Exam.
- iv. Posters innovations and creativity in students through exhibitions, cultural activity, study tours etc.
- v. Nourishes eco-aesthetic corners through the activities of N.S.S. clean campus programmes etc.
- vi. Functioning of Anti-ragging committee and maintenance of campus discipline.
- vii. Students are encouraged to participate in sports, games at regional, University 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

A. Enrichment of the quality of Education

Achievement :- i) Strict monitoring of completion of topics as per syllabus.

ii) Evaluation of the teaching learning process is done by the Internal Examination Management system of the college.

- iii) Surprise tests are conducted.
- iv) Career guidance, personality development and counseling programmes have been conducted.
- v) Teachers are maintaining “Daily Teaching Reports” diary which promote them to revise and their action plans.
- vi) Systematic teaching, ICT enabled teaching in strict adherence to the well prepared lesson plans.
- vii) Students friendly classroom.
- viii) Teachers have participated in UGC sponsored Orientation Programme /Refresher Course organized by Human Research Development Centres.

**B. To inculcate research culture among teachers & students**

- Achievements:-
- i) Our institution has 07 Ph.D. teachers and 01 research guide.
  - ii) Currently 03 teachers are doing Ph.D.
  - iii) Teachers have published their research papers in referred journals.
  - iv) Student wrote research projects.

**C. To Upgrade Infrastructure**

- Achievements:- i) Wi-fi accessibility in the campus.

**D. Co-curricular activity to enhance talents of the Students.**

- Achievements :-
- i) Industrial Visit.
  - ii) Quiz competition conducted.
  - iii) Cultural events like: - debating, essay competition, poetry recitation, oratory, dancing, singing etc. competition were organized.

**E. Celebration and observance of national and internationally important days.**

- Achievements:-
- i) Environment Day.
  - ii) Birth Anniversaries of national leaders like M.K. Gandhi, Dr. B. R. Ambedkar, Savitribai Phule etc. Celebrated.

**F. To encourage sport and games**

- Achievements: - i) Kabbadi, Volleyball, and Cricket tournaments.

**G. To enhance job skill and ensure placement**

- Achievements: -
- i) Coaching classes service examination.
  - ii) Career Guidance classes.
  - iii) Explore students in different types of sports and games.

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



2.15 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

- i) Corrections done as per discussions
- ii) Additions done as per discussions
- iii) Encouraged all the departments for organizing workshops, seminars and conferences.
- iv) Strengthening of students monitoring system.
- v) Encouraged all departments to promote research work.
- vi) Encouraged and supported maximum departments for educational, agricultural visits and industrial visits.
- vii) All Faculties and even non-teaching staff are promoted for the development of professional skill.

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	01	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	01	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	06
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.

Our college is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad and bound to follow the university syllabi designed and prescribed by respective Board of Studies.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	18	18	-	-	-

2.2 No. of permanent faculty with Ph.D.

07

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
18	-	-	-	-	-	-	-	18	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	Nil	16	07
Presented papers	Nil	11	Nil
Resource Persons	Nil	Nil	Nil

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

1) Seminars, 2) Project, 3) Unit test, 4) Surprise test, 5) Quiz, 6) Group Discussion, 7) Brain storming, 8) Use of e-learning resources  
9) Use of PPT, 10) Teaching with ICT material

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

165

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

- i) Unit tests, weekly tests are taken in the classroom.
- ii) Evaluation is done by taking seminars, projects quiz competitions in the classroom.
- iii) Overall evaluation is done by feedback system.
- iv) The result is discussed with IQAC. The teachers who perform well during the academic year are felicitated.

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

-	-	-
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2.10 Average percentage of attendance of students

81
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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.T.Y.	64	01	53	04	-	91%

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

- i) Checking of Daily Attendance Report.
- ii) Result of the semester is discussed with the Faculty.
- iii) Feedback analysis is discussed with all Heads of Departments.
- iv) Emphasis is given to students centred Teaching Learning Activities.
- v) IQAC monitors to maintain consistent improvement in teaching learning process

in the institute by the means of checking of teachers Daily Report Teaching Plan/Lesson plan, syllabus completion report etc.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-

Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

#### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	08	-	-	-
Technical Staff	-	-	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

- i) Faculty attended various national/international conference and seminars.
- ii) International various schemes through the Academic Planning Committees.
- iii) Duty leave and other benefits granted as incentives of teachers to pursue higher studies and research.
- iv) Motivated to work in research fields both to the Faculty and students.
- v) Each department has been instructed to give project work of the students.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	-	-

3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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

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

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

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

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

JRF  SRF  Project Fellows  Any other

3.21 No. of students Participated in NSS events:

University level  State level   
 National level  International level

3.22 No. of students participated in NCC events:

University level  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:

University level  State level   
 National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
 NCC  NSS  Any other

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

- Enfranchisement awareness rally was organised
- Tree plantation drive
- Birth and death anniversary of national heroes were celebrated in the college
- Motivational lectures were arranged
- Teachers and students were encouraged to participate in various social activities
- A special focus was given on cross cutting issues

## 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	3036.24 Sq. mts	0	0	3036.24 Sq. mts
Class rooms	11	0	0	11
Laboratories	03	0	0	03
Seminar Halls	01	0	0	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	0	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	0	0
Others	0	0	0	0



#### 4.2 Computerization of administration and library

- i) Office work is done with the computerization.
- ii) Record of account is maintained with the computerization technique.
- iii) CCTV camera is monitored computer in Principals Office.
- iv) Computers are utilized in library for students and faculty to access e-resources content.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3541	406088	216	20304	3757	426392
Reference Books	719	126636	81	16670	800	143306
e-Books	-	-	-	-	-	-
Journals	12	3870	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	15	01	01	01	01	01	-	-
Added	-	-	-	-	-	-	-	-
Total	15	01	01	01	01	01	-	-

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

- i) Students are trained to register for admission on University portal.
- ii) The Computer with internet access is made available to almost all the teachers.
- iii) Teachers train the students to use internet for the project and reference.
- iv) Students are also encouraged to use various online services and online forms filling.
- v) Most of the teachers use computers for power point presentation.
- vi) The entire office work is executed on computer with internet facilities.

#### 4.6 Amount spent on maintenance in lakhs :

1050

i) ICT	
ii) Campus Infrastructure and facilities	17000
iii) Equipments	0
iv) Others	0
<b>Total :</b>	<b>18050</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- i) Fellowship and free ship to students.
- ii) Grievance redressal committee.
- iii) Special provision to physically challenged students.
- iv) Free Health check up programme.
- v) Informal interaction with the students in the classroom takes place to wake them aware about student support.

#### 5.2 Efforts made by the institution for tracking the progression

- i) Student progression is regularly monitored on one to one basis through the interaction with them.
- ii) IQAC also takes following steps for tracking progression.
  - a) Result analysis of University exam.
  - b) Analysis of feedback forms by students and teachers.
  - c) Suggestion box for anonymous complaints or suggestion.
  - d) Prizes and certificates awarded for encouragement.

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
278	-	-	-

(b) No. of students outside the state -

(c) No. of international students -

Men	No	%	Women	No	%
	164	59%		114	41%

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
154	45	02	70	0	271	139	53	02	84	0	278

Demand ratio 1:1      Dropout % NA

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

- i) Coaching classes are available.
- ii) The career guidance cell provided guidance to the students.
- iii) Books and journals on competition exams are available in the library.
- iv) Interview teaching is part of the coaching.
- v) Guest lecturer of successful candidates is arranged for motivation.
- vi) Tests are taken to test their ability and for future guidance.

No. of students beneficiaries

50

#### 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

- i) The college has established career guidance and counseling cell.
- ii) Provides guidance with various competitive examinations, job opportunities, career building, personality development, etc.
- iii) Student counselling is done by teachers at department level.
- iv) Every teacher does counselling to the students with reference to their marks, academic inclination, and capacity to do something.
- v) All types of difficulties and grievance are taken care of. And help is rendered to them whenever and wherever possible.

No. of students benefitted

180

### 5.7 Details of campus placement

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

### 5.8 Details of gender sensitization programmes

- i) Organized programme on women's Day.
- ii) Organized programme on the birth anniversaries of Savitribai Phule and Rajmata Jijau with guest lectures to inspire and motivate girls.
- iii) Women's grievance redressal cell is established in the college to address their problems.
- iv) Separate ladies room is provided.
- v) Women teachers are having frequent talk with girl students to know their worries.
- vi) Students are being encouraged take part in programmes like anchoring, speeches etc.

### 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	96	443360
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: 02

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision**

To make the students self-enlightened and self-reliant in their future life.

**Mission**

- Spreading higher education with respective merits.
- Value oriented higher education.
- Overall development of students in their future lives.
- Imbibing spirit of co-education at college level.
- Concentrating attention on economically backward caste class as well as minority students.

6.2 Does the Institution has a management Information System

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

### 6.3.1 Curriculum Development

Syllabus curriculum is developed by the Board of the studies of the University. Head of the department give suggestions to the concerned subject members of BOS in the development of the curriculum.

### 6.3.2 Teaching and Learning

- i) Regular test taken after completion of every unit.
- ii) Student seminars are taken.
- iii) Department curricular activities like brain storming, quiz, essay, elocution competition etc.
- iv) Identification weak, slow-learning and taking extra classes for them.
- v) Teaching is done with aids like chalk and board, power point presentation, slides, internet, video clips etc.
- vi) Teaching done as per the teaching plan.
- vii) Students are encouraged to take part in competitive exams.

### 6.3.3 Examination and Evaluation

- i) Unit Test, class test and seminars are taken for internal assessment.
- ii) Project work is assigned to the students of B.A.T.Y. and their oral test is taken on the topic by the External Examiner as per University guidelines.
- iii) Semester exams are conducted as per Dr. B.A.M.U. Aurangabad's directions.

### 6.3.4 Research and Development

- i) Faculty members attend conferences, seminars, workshop at various levels and present their research papers therein.
- ii) Faculty members publish their research work in National and international reputed and approved journals.
- iii) Project works is given to the students of B.A.T.Y. class in their main subject.
- iv) 03 teachers working on Ph.D. research work.
- v) Faculty members attend UGC sponsored Orientation refresher, short term course for their professional development.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- i) Library is upgraded from time to time with good reference books, text books, journals, magazines and newspapers.
- ii) Reading room helps student to study books in the library.
- iii) College is equipped with computers in almost every department with internet and printing facilities.
- iv) College infrastructure is enough to house all courses with spacious well-equipped labs as well as conference room.

### 6.3.6 Human Resource Management

- i) Management of parent institute Hindustani Education Society, AUSA is the ruling authority.
- ii) Management of human resource in college is centrally done through college hierarchy.
- iii) The Principal heads the college administration:
  - a) He distributes the academic work to the Heads of department of various subjects.
  - b) Under his guidance, several committees are formed with a chairperson and members who carry out the work allotted to the committees.
  - c) Office personnel are allotted different tables and work related to college admission and administration.
  - d) Class iv personal are allotted cleaning, maintenance and other service duties.
- iv) IQAC committee in the college is formed by the Principal and is responsible for internal quality of academic, curricular and extra-curricular activities conducted and to be conducted in the college
- v) IQAC also ensures the record keeping of all the committee and academic in the college.

### 6.3.7 Faculty and Staff recruitment

Faculty and staff recruitment is done as per the norms laid down by the University grant commission, the affiliated University, State Government and the rules and regulations of Minority institute's rights.

### 6.3.8 Industry Interaction / Collaboration

- i) The placement cell of the college has maintained a cordial and professional relation with the industries.
- ii) The placement cell collects resume of the appropriate students and communicates both ways.
- iii) The industries are N-Sai Sugar factory. Natural Dairy & Allied Products, N-Say Co-operative Bank Ltd., Ranjani.

### 6.3.9 Admission of Students

- i) Admission committee looks after the admission of the students.
- ii) Admission is given as per the norms laid down by the University, State Government and Minority institute rights.
- iii) The registration process for admission is online.

### 6.4 Welfare schemes for

<b>Teaching &amp; Non teaching :</b>	<ul style="list-style-type: none"><li>i) Advance payment against the salary.</li><li>ii) Assistance to avail loan.</li><li>iii) Shravan Bal Scheme to the parents of the staff.</li><li>iv) Uniforms maintained for all.</li><li>v) Most of the staffs are member of co-operative society.</li><li>vi) Individual insurance is taken by the staff.</li></ul>
<b>Students :</b>	<ul style="list-style-type: none"><li>i) Installment and concession in fees is available for the needy.</li><li>ii) Medical checkup camp.</li><li>iii) Government scholarships.</li><li>iv) Computers with internet access given.</li></ul>



6.5 Total corpus fund generated

-

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	IQAC
Administrative	-	-	Yes	Management

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

For UG Programmes

Yes

No

For PG Programmes

Yes

No

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

Examination is conducted as per the affiliating University norms.

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

Organizing different programmes such as expert talk in university and different affiliated colleges to motivate colleges for autonomy.

6.11 Activities and support from the Alumni Association

- i) Alumni meet is conducted every year.
- ii) They give suggestions for progress of the institute.
- iii) They inspire and motivate younger generations.

#### 6.12 Activities and support from the Parent – Teacher Association

- i) Parents meeting take place every year and throughout the year.
- ii) They help in evaluation of teaching and non-teaching staff.
- iii) Feedback is taken from the parents.
- iv) They also help in pointing out the strength and weakness of administration, infrastructures etc.

#### 6.13 Development programmes for support staff

- i) They are promoted to participate in various training programs conducted by Human Resource Development Centre or any their Universities and institutes.
- ii) They are promoted to participate in conference and seminars.

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

- i) New trees are planted every year and does take place the maintenance planted trees.
- ii) Students are encouraged to develop habits of environment cleanliness.
- iii) Environment audit is done.
- iv) Make use of Dustbins and daily cleaning.
- v) The campaign takes place towards clean campus clean city, clean India etc.
- vi) Efforts are taken towards energy conservation as CFL/LED bulbs are used as well electronic devices are switched off carefully when not in use.

## 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.

- i) Principal's welcome dialogue with the students.
- ii) Principal's meeting with faculty members to discuss all issues in college.
- iii) Social and cultures approach developed among students with the help of N.S.S. & cultural department.
- iv) Through sports activities students are motivated towards sports.
- v) Students are counsel by the teachers about water preservation & motivated towards rain water harvesting.
- vi) Fun fair and funny games are introduced during annual gathering.
- vii) Mortal security to female students is maintained through Anti-Ragging cell, Anti-Sexual harassment cell and grievance redressal cell.
- viii) Students council is established.
- ix) For the upliftment of 'Pardhi Community' in the nearby area various programmes held.
- X) Helping fund collected to donate Chief Minister Relief fund to help Malin villagers who suffered in landslide which occurred on 30 July 2014.

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

- i) All activities in the college were conducted as per the academic calendar.
- ii) Beyond these various programmes and extension activities were conducted.
- iii) The awards and rewards are given to the students achievements in exam.
- iv) Trees have been planted in the campus for the benefit of shadow to students.
- v) Every important day is celebrated with reference to national day and national leaders.
- vi) Every achievement of teachers and students is appreciated.

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

- i) Sports - A Tool to Develop Personality
- ii) Sharadchandra 'Shravan-Bal Yojna'

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

7.4 Contribution to environmental awareness / protection

- i) N.S.S. activities were organized in order to create awareness.
- ii) Faculty members spread awareness about environmental protection and conservation.
- iii) Organization of programmes on Geography day, Environmental day, Ozone day and Vasundhara day

7.5 Whether environmental audit was conducted? Yes  No

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

- i) Faculty meeting and IQAC committee meetings are taken by the Principal from time to time.
- ii) Teachers are asked to evaluate themselves with reference to teaching and extracurricular activities.
- iii) Students evaluation of teaches is introduced for all students.

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

- i) Strengthening of feedback mechanism.
- ii) Strengthening of Alumni association.
- iii) To take up infrastructure development in the form of the renovation and beautification like construction of garden etc.
- iv) To construct a shade for vehicles of staff and students.
- v) To construct a separate WC unit for ladies staff.
- vi) To install energy conservation units.
- vii) To send a proposal for financial aid for infrastructural development to University grants commission.

Name: **Dr. K.M. Shakeeluddin**

Name: **Dr. Chaus S.A.**



Signature of the Coordinator, IQAC



Signature of the Chairperson, IQAC

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## Annexure I

### Abbreviations:

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

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## Annexure II

### Academic Calendar

<b>First Term</b>	:	21 <sup>st</sup> June to 26 <sup>th</sup> October 2014
<b>Registration and Admission</b>	:	21 <sup>st</sup> June to 11 <sup>th</sup> July 2014
<b>Staff meeting for planning of Academic &amp; Non-academic programmes</b>	:	25 <sup>th</sup> June 2014
<b>Regular Teaching</b>	:	2 <sup>nd</sup> July 2014
<b>Parents Meeting &amp; Alumni Convention</b>	:	July 2014 (last week)
<b>Establishment of students Council</b>	:	Sept. 2014 (3 <sup>rd</sup> week)
<b>Inauguration of Students Council</b>	:	Sept. 2014 (4 <sup>th</sup> week)
<b>Semester Examination</b>	:	October 2014 (2 <sup>nd</sup> week)
<b>Diwali Vacation</b>	:	27 <sup>th</sup> October 2014 to 17 Nov. 2014
<b>Second Term</b>	:	18 <sup>th</sup> Nov. 2014 to 19 <sup>th</sup> April 2015
<b>Staff Meeting</b>	:	Nov. 2014 (last week)
<b>NSS Camp</b>	:	Jan. 2015
<b>Pre Annual Examination</b>	:	February 2015 (4 <sup>th</sup> week)
<b>Farwell to 3<sup>rd</sup> year students</b>	:	March 2015 (1 <sup>st</sup> week)
<b>University Examination</b>	:	April 2015 (3 <sup>rd</sup> week)
<b>IQAC Meeting</b>	:	April 2015 (4 <sup>th</sup> week)



**IQAC Co-ordinator**



**Principal**

## Annexure III

## Feedback from Alumni and Students

The Feedback of alumni and Student is taken. The questionnaire consisted of very important questions conducive to the college as a determinant in the life of alumni. The feedback also helped to evaluate the development of the college.

**The major inference form this feedback survey can be summarized as :**

1. Alumni agreed that college was progressing physically and qualitatively at all level.
2. The course help them to build their career.
3. Laboratories are well equipped and can be helpful for research activities.
4. Best practices and extension activities keep the faculty in touch with society and farmers nearby.
5. College faculty, management and students are aware of social problem, environmental issues and works towards improvement in such positions.
6. Completion of syllabus on time.
7. Quality language and voice.
8. Methodology used to impart the knowledge (use of smart boards, LCD projector, charts, teaching aids etc.)
9. Accessibility of teacher in and outside the classroom for clarification, counseling career guidance etc.
10. Sincerity and commitment of the teachers.
11. He is a well mentor, motivator, guide, facilitator for students and society also.



**IQAC Co-ordinator**



**Principal**

## Annexure III



## Best Practices

### 1. Sports – A tool to Develop Personality

At the time of admission, the students are asked to register their interests and hobbies in the application form. This information helps us to identify the interest of the students in his particular game. In the Principal-students meeting, students are made familiar with the objectives and benefits of the sports. Students are provided the detail information regarding sports and available facilities in the campus.

The department of sports is always engaged in counseling. With the underline of the importance of the sports, students are convinced for the participation in sports.

After the approval of students for participation in games, the practice session begins. The practice takes place regularly. The students get the special coaching from the physical director. After the special coaching, the students are ready to participate in games at District, University, State and National level.

The sports equipment are provided by the department for practice. The balanced diet is advised to students. Occasionally the balanced diet is also provided.

The various guest lectures are arranged to motivate the students. Yoga training is also made available. The students are inspired by duly awarding in annual gathering of the college.

### 2. Sharadchandra Shravan-Bal Yojana

‘Matrudevo Bhav, Pitrudevo Bhav’ is the cultural message. Sharadchandra Shravan-Bal Yojana is scheme devised to provide some financial assistance to the parents. According to the scheme, all the employees working are asked to open a savings account on the name of their parents in the Bank. The accounts should be in the name of parents only and no member of staff should open the joint account.

A fixed specific amount is deducted from the salary of the employee and deposited in the back account in the name of the parents. The amount is varied for the teaching and non-teaching. For instance, the teachers of our college unit deposit Rs. 2000 and non-teaching Rs. 1000. The total contribution is around 36000.



**IQAC Co-ordinator**



**Principal**