Ahmednagar Jilha Maratha Vidya Prasarak Samaj's

New Arts Commerce and Science College Parner 414302
District: Ahmednagar (Maharashtra)

Annual Quality Assurance Report (AQAR)
of the IQAC 2012-2013

(Note: AQAR period is the Academic Year: July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution

New Arts Commerce and Science College

1.2 Address Line 1

Parner

City/Town

Parner

State

Maharashtra

Pin Code

414302

Institution e-mail address

nacspar@rediffmail.com

Contact Nos.

02488-221535, 02488-221537

Name of the Head of the Institution

Dr. Rangnath Kisan Aher

Tel. No. with STD Code:

02488-221535

Mobile:

9422754030

Name of the IQAC Co-coordinator:

Pradip Shivram Mutkule

Mobile:

9922565575

IQAC e-mail address:

iqacparner@gmail.com

1.3 **NAAC Track ID***(For ex. MHCOGN 18879)*

1.4 **NAAC Executive Committee No. & Date:**
  (

EC/58/RAR/053 dated 10 March 2012

1.5 Website address:

newartsparner.com

Web-link of the AQAR:

http: //www newartsparner.com./AQAR2012-13doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	78 ‰	08 January 2004	08 January 2009
2	2nd Cycle	B	2.81	10March 2012	10 March 2017

1.7 Date of Establishment of IQAC: DD/MM/YYYY

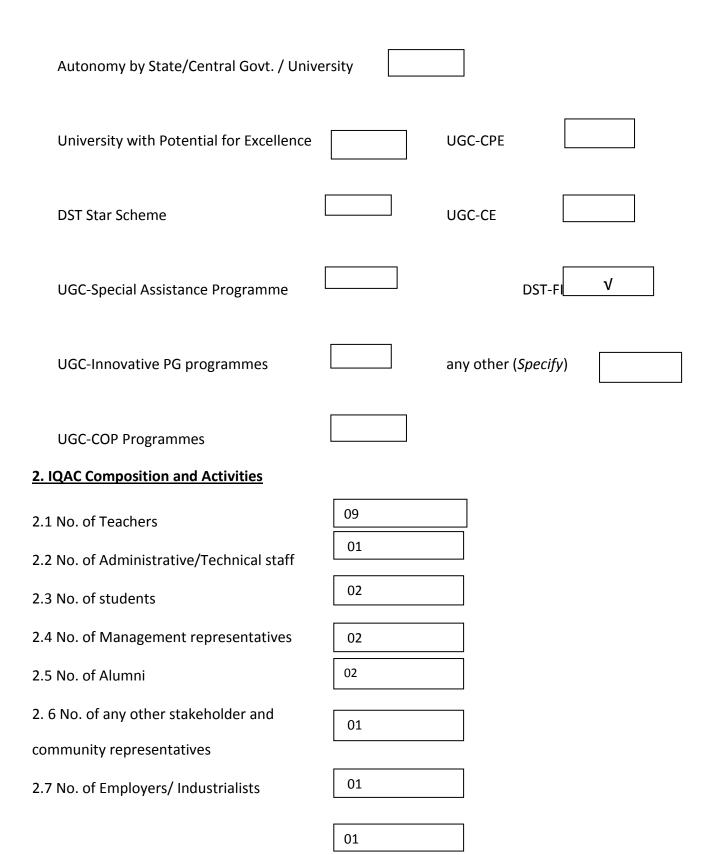15 December 2000

1.8 **AQAR for the year:**

2012-2013

1.9 Details of the previous year's AQAR submitted to NAACafterthe latest Assessment and Accreditation by NAAC :

This is first year AQAR report for **academic year 2012-2013** as second cycle of reaccreditation outcome is declared on **10 March 2012**

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 ☐

1.12 Name of the Affiliating University: Savitribai Phule Pune University, Pune

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

Autonomy by State/Central Govt. / University ☐

University with Potential for Excellence ☐   UGC-CPE ☐

DST Star Scheme ☐   UGC-CE ☐

UGC-Special Assistance Programme ☐   DST-FI √

UGC-Innovative PG programmes ☐   any other (*Specify*) ☐

UGC-COP Programmes ☐

2. IQAC Composition and Activities

2.1 No. of Teachers | 09 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | 02 |

2.4 No. of Management representatives | 02 |

2.5 No. of Alumni | 02 |

2. 6 No. of any other stakeholder and

community representatives | 01 |

2.7 No. of Employers/ Industrialists | 01 |

| 01 |

2.8 No. of other External Experts

2.9 Total No. of members

19

2.10 No. of IQAC meetings held

10

2.11 No. of meetings with various stakeholders: No.

08

Non-Teaching Staff Students

04

Alumni

03

Others

03

2.12 Has IQAC received any funding from UGC during the year?   Yes

√

No

If yes, mention the amount

3 lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos.

3

International

National

State

1

Institution Level

3

(ii) Themes

Quality of teaching-learning-evaluation, effective student services, Smart offices

2.14 Significant Activities and contributions made by IQAC:

IQAC proactively function as coordinating body in the college for planning and execution of developmental activities and quality aspects and quality improvement of staff, student services and infrastructure development. Periodical meetings with Principal and various committees in the college and different stakeholders were highly useful for planning and as well as monitoring the progress of different activities. Successful organization of National and state level events, students' activities were possible only due systematic planning, sincere execution, and tem work as well as positive leadership.

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
Construction of modern administrative building.	Administrative Building construction is completed.
Construction of Separate Science Classroom wing	Construction of Separate Science Wing is completed.
Development of botanical garden	The planning and execution for botanical garden is initiated.
Addition of facilities in ladies hostel	Additional facilities were created in hostel
Introduction of Biometric system for staff.	Biometric attendance system was introduced.
Organization of National and state level seminars and workshops for staff as well as students.	National and state level events for staff as well as students were organized.
Road safety campaign activities	The college received University as well as state level awards.
Introduction of Credit Based Assessment system	Successfully implemented.
Systematic Documentation of records.	With training and motivation to office staff all documentation was updated and systematically maintained.
Up gradation of library and gymkhana facilities	Library and gymkhana facilities a upgraded.
Organization of farmers meet	Successfully organized.

2.15 Whether the AQAR was placed in statutory body   yes: [√]   No [ ]

Management [√]   Syndicate [ ]   any other body [ ]

Provide the details of the action taken

> The AQAR was in kept in HODs meeting, was discussed by members, few additions were incorporated by members and approved. The AQAR was also kept in staff meeting and approved. The AQAR was kept in the LMC Meeting and get approved. With approval from all stakeholders and management of parent institute AQAR is finalized.

Part B

Criterion I: Curricular Aspects

1.1: Details about Academic Programmes:

Level of the Programme	Number of existing Programmes	Number of programmes added during the year 2012-13	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	06	--	06	--
UG	04	--	02	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	01 (Journalism)	--	01	--
Others	--	--	--	--
Total	11	--	09	--

Interdisciplinary	01	--	01	--
Innovative	--	--	--	--

Table 1.1 a: Name of existing academic programmes:

Sr. No.	Level of the Programme	Name of existing Programmes	Name self-financing programmes
1)	Post Graduate (PG)	**A) Arts:** 1) Marathi, 2) Hindi and 3) Geography	**A) Arts:** 1) Marathi, 2) Hindi 3) Geography
		B) Science: 1) Organic Chemistry, 2) Analytical Chemistry and 3) Computer Science	**B) Science:** 1) Organic Chemistry, 2) Analytical Chemistry and 3) Computer Science
2)	Under Graduate (UG)	**A) Arts:** 1) Marathi, 2) Hindi, 3) English, 4) History, 5) Political Science, 6) Economics and 7) Functional English	--
		B) Commerce	--
		C) Science: 1) Botany, 2) Chemistry, 3) Physics, 4) Computer Science 5) Mathematics (Subsidiary) 6) Zoology (Subsidiary) and 7) Statistics (Subsidiary)	Computer Science
		D) BCA:	BCA
3)	Certificate Course	**Journalism and IT**	Journalism and IT
4)	Interdisciplinary	**Environmental Awareness**	Compulsory to second year of undergraduate courses.

The self-financing programmes do not differ from other programmes with reference to admission, curriculum, teacher qualification and salary etc. The fee structure for the self-financed programmes is as per the fee pattern approved by University of Pune and Government of Maharashtra.

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

a) Choice Based Credit System (CBCS) b)Core options c) Elective options d) Add on courses e) Interdisciplinary courses f) Flexibility to the students to move from one discipline to another g) flexibility to pursue the Programme with reference to the time frame (flexible time for completion)

In all the UG and PG courses fair amount of flexibility is provided within the limitation of an affiliated college as per the norms of the affiliating University. The Choice Based Credit System (CBCS) is not available to any program. The academic program includes a variety of core option and elective options to the students. In Arts Faculty there are seven subjects at the specialization. There are elective options at second year. The commerce stream posses twelve elective options. In science stream there are four subjects at specialize level. Sufficient elective options are available. The career oriented courses like Journalism and I.T., M.S.-CIT and soft skill development programmes are available for personality development for students. The course in environmental awareness is an interdisciplinary course. Students from Science and Commerce discipline can move to Arts discipline. The students have flexibility to pursue the program as per the time frame stipulated by University of Pune.

(ii) Pattern of programmes:

Pattern	Number of Programmes
Semester	13
Trimester	--
Annual	08

Under graduate level Arts and Commerce faculty have annual programmes. Under graduate Science and Computer application, Post graduate. (Marathi, Hindi, Geography, Organic and analytical chemistry and Computer science) have semester pattern.

1.3: Feedback from Stakeholders:-

* Alumni Feedback: Inputs as part of feedback are taken from alumni whenever they visit the campus for various programmes.

- **Parents Feedback:** Oral and written feedback are taken from parents during parent meet.
- **Students Feedback:**
  Feedback obtained from students at the end of academic year from standard format. Feedback is also collected by the respective mentors. The end semester result analysis is also taken a part of feedback process.

- **Employers Feedback:**

Feedback is collected from the employers and industries during the placement interviews and also during industry visit.

- **Academic Peers Feedback:**
  The feedback is collected from the external examiner, expert, invited for guest lecturer and industry experts.

Feedback from alumni, parents, employers and students are obtained. Formal feedback in the form of feedback forms is taken. Suggestion boxes are kept in office, library, reading room and Gymkhana. The alumni and parents register their feedback verbally as well as in written communications. During the academic year, community members also register theirfeedback on curriculum and functioning of the college during different formal and non-formal meets.

Feedback Analysis:-

There is separate feedback committee in the college which includes teaching and an office staff. The feedback committee analyses the feedback and the suggestions are discussed with head of the departments and principal. The necessary steps and measures are taken on the feedback. Feedbacks are also communicated to the management. Teachers communicate their suggestions to respective board of studies and in the syllabus restructuring workshops. **(Annexure I & II)**

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

The syllabus revision generally takes place after three years. The revision in the syllabus is based on feedback from stakeholders and to incorporate new trends and developments in the particular subject. Presently college has no much flexibility to develop and restructure the curricula because it is an affiliated college. The curriculum development and restructuring is generally controlled by University of Pune. During the restructuring of curricula, guidelines of U.G.C and State Counsel of Higher Education are followed.

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

No new department or center introduced during the academic year 2012-13.

Criterion – II

Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
34	22	12	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

13

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
00	04	00	00	00	00	00	00	00	04

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest · Visiting · Temporary

Nil · Nil · 45

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	19	56	09
Presented	14	15	06
Resource Persons	NIL	07	01

2.6 Innovative processes adopted by the institution in Teaching and Learning

- Use of white interactive board.
- Student seminars & viva – voce.
- Need based lectures & workshops with the help of Industry Personals
- Use of charts & models while delivering lectures.
- Excursion & field visits to observe habit & habitat.
- Use of preserved specimens & dissected parts.
- Demonstrations are organized to understand the concept.
- E-notes ,E-books- journals made available to students through E-library.
- PPT's of renown Experts made available to students.
- OHP transparencies , top sheets made available to students .
- How to sketch Figures & Diagrams – workshops.
- In order to understand the concept in the concerned subjects, the topics in that subjects are taught by the expert teachers collectively i.e. team teaching.
- For studying the concepts in various subjects, reference books are made easily available in the concerned departments.
- Special Coaching/Guidance Scheme is adopted for advanced and slow learners.
- Through funds created by Institution and teachers, some economical support is given to the economically backward and needy students for continuing their education
- For all round personality development, in the College, activities are soft skill program me, karate training, self defense scheme, news paper-Yuva Chetana, Annual Magazine - Chetana.
- Physically disabled students are given special treatment in filling the admission and Examination form.
- Xerox facility is available in the central library.
- Pure and clean drinking water facility is made available in the Reading Hall.
- M-OPAC facility to the college teachers are provided for getting arrival of new books in the central library.
- In order to understand the concept in the concerned subjects, the topics in that subjects are taught by the expert teachers collectively i.e. team teaching.
- For studying the concepts in various subjects, reference books are made easily available in the concerned departments
- For all round development of students, well equipped gymnasium and sports facilities are available.
- Student Ward Scheme

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

243

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

- Periodical tests.
- Bar-coding for answer book.
- Credit based evaluation system
- Online registration system.
- In time evaluation process and declaration of results.
- Photocopy of answer sheet.
- Multiple Choice Questions in internal test
- Online Question Paper System
- .Open book Exam for M.A. Internal

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

Workshop Restructuring	Revision	Syllabus
16	04	NIL

2.10 Average percentage of attendance of students

76.92

2.11 Course/Program me wise

Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T. Y .B.A.	118	2.54	33.89	37.29	4.24	3.39
T.Y.B.Com.	26	3.85	46.15	26.93	-	3.85
T.Y.B.Sc.	54	55.56	26.63	-	--	--
T.Y.B.Sc.(Computer Sci)	17	11.76	11.76	5.88	11.76	17.65
M .A.(Marathi)	13	15.38	76.93	7.69	--	--
M.A.(Hindi)	15	-	20.00	60.00	-	-
M.Sc(Organic Chemistry)	23	4.35	21.74	39.13	--	--
M.Sc.(Analytical Chemistry)	20	5.00	20.00	55	--	--

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
- IQAC contributes by giving suggestions for improving quality of teaching learning process   such as classifying students on the basis of aptitude test.
- Remedial Coaching is suggested for slow learners.
- Extra / Advanced Coaching is suggested for bright /advanced students.
- Challenging projects and tests are prescribed for fast / advanced learners.
- Continual evaluation is the classroom activity is suggested for monitoring progress of the   students.
- Tutorials / assignments / presentations are suggested for better performance of the student and teachers.
- IQAC encourages for organizing seminars and workshops for quality improvement.
- IQAC suggests individual projects for students as well as encourages the faculty for research projects and publications.
- IQAC encourages use of audio-visual aids in teaching / learning tools regularly.
- IQAC encourages the faculty to implement various courses /short term program me for all round development of the students such as communication skills, nursery (plants) management, computer skills etc.
- IQAC suggests the faculty to conduct surveys regarding concerned topics through students to offer the practical knowledge and develop other skills.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Program	Number of faculty benefitted
Refresher courses	04
UGC – Faculty Improvement Program me	02
HRD program me	01
Orientation program me	08
Faculty exchange program me	-
Staff training conducted by the university	03
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	04
Others	04

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	11	03	00	09
Technical Staff	11	07	00	03

Criterion – III

Research, Consultancy and Extension

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

- Motivation for staff to apply and complete research Projects on relevant topics.
- Organization of National level Workshop on research Methodology for young researchers
- Deputation of staff on FIP to pursue research M.Phil.and Ph. D.
- Encouragement and support to staff to present their research at international and national level conferences and Symposia.
- Active support to staff to attend and participate in Conferences, Symposia, Seminars and Workshops.
- Organization of different national and State level Conferences.
- Interaction with Industrial expertise and Scientist from research organization.
- Motivation and financial support for Postgraduate students to participate in national level conferences and seminars.

3.2   Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	-	--	01	01
Outlay in Rs. Lakhs	-	--	112.00 Lakh	-

3.3   Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	03	05	01	06
Outlay in Rs. Lakhs	1,25,000	4,00,000	80,000	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	14	15	06
Non-Peer Review Journals	-	-	-
e-Journals		01	
Conference proceedings	08	42	

3.5 Details on Impact factor of publications:

Range [2-3]   Average [ ]   h-index [2]   Nos. in SCOPUS [25]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received Amount (Rs)
Major projects	05	UGC	112.00 Lakh	Funds awaited
Minor Projects	02	UGC/UOP	06.05 Lakh	3, 60,500
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the Uni./ College	-	-	-	-
Students research projects*(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total			118.05 Lakh	3, 60,500

3.7 No. of books published   i) With ISBN No. [01]   Chapters in Edited Books [1]

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   Autonom [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [9.75 Lakh] CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [Rs.34000.00]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	08	-	-	-
Sponsoring agencies	-	-	-	-	-

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

17

02

3.13 No. of collaborations   International   03   National   02   Any other

3.14 No. of linkages created during this year: 01   -

3.15 Total budget for research for current year in lakhs:

From funding agency   127.8 Lakh   From Management of University/College   1.6 Lakh

Total   129.4 Lakhs

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
01		01				

3.18 No. of faculty from the Institution who are Ph. D. Guides and   04

Students registered under them   04

3.19 No. of Ph.D. awarded by faculty from the Institution   -
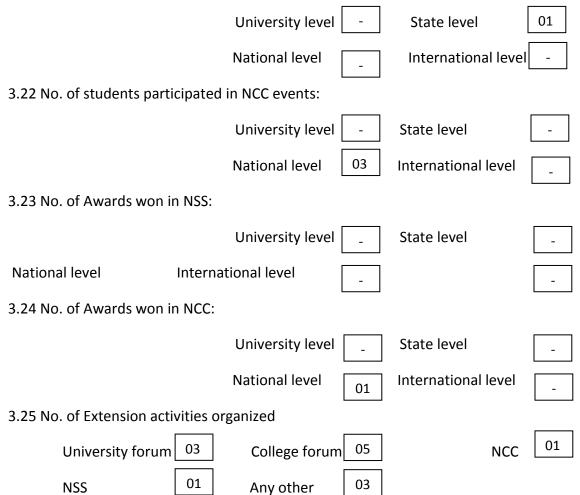
3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF   -   SRF   -   Project Fellows   -   Any other   -

3.21 No. of students Participated in NSS events:

University level	-	State level	01
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	03	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	01	International level	-

3.25 No. of Extension activities organized

University forum	03	College forum	05	NCC	01
NSS	01	Any other	03		

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

- **Awards**: **State Level**: Third Prize (*Jagar Janivancha* **Campaign**)

  University Level:

  SPPU Best College award
  First Prize (Road Safety Campaign)
  First Prize (Best College Magazine)
  First Prize (Best SWO College)
- Earn and Learn Scheme
- Organized **CHEMIAD Examination** for F. Y. B. Sc. Students
- Faculty involved in book writing
- Organized a National Level Prof. M. S. Wadia Lecture Competition on 10th Jan. 2013 for M. Sc. Chemistry Students.

- Two faculties are the reviewer for Elsevier Science Journal.
- District level workshop on: Value Education
  Special Guidance Programme
  Girl's Personality Development
  Self-Business
  Personality Development and Male –Female Equality
  Challenges in Mathematics
  Jagar Janivancha
  Disaster Management
- Organized seminar on Sericulture under biodiversity conservation programme in association with BAIF, Pune
- Organized blood donation Camp, dam construction, CCT and Tree plantation Programme
- Book Bank Facility
- Interlibrary Loan Facilities
- E-Library (Inflibnet N-List Programme)
- Book Exhibition
- Women and Child development
- Women Empowerment (Self-help Group)
- Hemoglobin Checkup for Girls
- Fearless girl Campaign
- Save Girl Child Campaign

Criterion – IV

Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing(up to 28/2/2012)	Newly created (1/3/12 to 31/5/13)	Source of Fund	Total(Up to 31/5/13)
Campus area	11.4	-	-	11.4
Class rooms	23	-	-	23
Laboratories	08	-	-	08
Seminar Halls	01	-	-	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.**(1/3/12 to 31/5/13)**	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs**) (1/3/12 to 31/5/13)**	-	8.67	UGC	-
Others- **Ladies Hostel**	-	Begins	UGC	-

4.2 Computerization of administration and library:

> The Central office is fully computerized with LAN facility. The library is computerized with INFLIBINET Facility with access to students as well as staff.

Administration-(Office)

- Admission process
- Software perfect CL 130
- Monthly salary
- Account section
- Exam section
- Scholarship
- Internet

Library-

- Soul 2.0 software

- E-books and E Journals(N list Programme)
- Book Bank
- Open Access
- Audio-Video Aids
- Reference service
- Lending of books

4.3 Library services:

	Existing (upto28/2/2012)		Newly added(1/3/12 to 31/5/13)		Total(Up to 31/5/13)	
	No.	Value	No.	Value	No.	Value
Text Books	13211	1218893	907	172850	14118	1391743
Reference Books	9967	919516	685	130396	10652	1049912
e-Books	75000	5000	-	-	75000	5000
Journals	61	12334	-	-	61	12334
e-Journals	5000$^+$	-	-	-	5000$^+$	-
Digital Database	-	-	-	-	-	-
CD & Video	221	37000	-	-	221	37000
Others (specify) Binding volume	P2564	28114	-	-	P2564	28114

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Depart-ments	Others
Existing	105	01	105	-	-	01	15	-
Added	24	-	-	-	-	-	-	-
Total	129	01	129	-	-	01	15	-

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

DIP and Tally Certificate Courses arranged for students.
Training workshop for support staff is organized.

4.6 Amount spent on maintenance in lakhs:

i) ICT

1.88

ii) Campus Infrastructure and facilities

4.79

iii) Equipments

3.69

iv) Others

2.99

Total:

13.35

Criterion V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Upgradation of web Site
Student Handbook and updated Brochure
Creation of Boards and posters
Students Meet
Students Counseling

5.2 Efforts made by the institution for tracking the progression

- **Educational tour**
- **Feedback from students/ parents**
- **Diagnostics tests, Seminars, Quiz Competition, Remedial teaching**
- **Soft Skill Development**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1488	**226**	-	-

(b) No. of students outside the state

Nil

(c) No. of international students

Nil

No	%	
1027	59.91	Men

No	%	
687	40.09	Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
875	**90**	**28**	**482**	**--**	**1475**	**959**	**100**	**34**	**621**	**--**	**1714**

Demand ratio **:** Dropout **Up to %**

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

- **College has separate competitive exam & guidance cell**
- **Lectures of eminent persons**
- **Guidance by gazetted officers, Staff lectures, Soft skill program me, Work shop for Class Representatives, Debate & Elocution competition, Physical Fitness Test, Books & Reference Books for competitive exams as well as personality development**

No. of students beneficiaries   **105**

5.5 No. of students qualified in these examinations

NET   --   SET/SLET   --   CAT   --   --

IAS/IPS   --   State PSC   --   SC   --   Others   --

5.6 Details of student counseling and career guidance

- **Fairless girls** campaign
- **Girls personality development Programme**
- **Soft skill development Programme**
- **Placement guidance/ interview technique**
- **Placement camp**

No. of students benefitted | **666**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	**18**	**08**	**07**

5.8 Details of gender sensitization programmes

- **Essay competition on female feticide**
- **Importance of hemoglobin in women**
- **Hemoglobin testing camp**
- **Rally against female feticide problem**
- **Man- women equality workshop**

5.9 Students Activities

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

State/ University level | **03**   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	**683**	**5342792/-**
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organized / 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 -   **07**

- **Essay competition on female feticide**
- **Importance of hemoglobin in women**
- **Hemoglobin testing camp**
- **Rally against female feticide problem**
- **Man- women equality workshop**
- **Rally for Save Girl Child**
- *Jagar janivancha-* **Programme**

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

Criterion – VI

Governance, Leadership and Management

6.1 STATE THE VISION AND MISSION OF THE INSTITUTION

Vision:

The motto of our Parent Institution Ahmednagar Jilha Maratha Vidya Prasarak Samaj Ahmednagar is –

तेजोसितेजोमेदेही *i.e. "Tejo Si Tejo me Dehi"*

It means "Empowering the Masses through Quality Education". This is well reflected in our mission statement as mentioned below –

Mission:

- Providing quality education to socially and economically backward classes.
- Bringing out educational and cultural development of rural population.
- Providing standard facilities of hostel accommodation, physical education and value education.
- Bringing out social transformation through education.
- Creating resources and utilizing them for educational upliftment of common people.
- Promoting intellectual, ethical and cultural development of society.
- Imparting technical and professional education to increase employability and economic development.
- Creating a wide-spread educational network seeking mass participation in education.

Objectives:

In realizing the mission our sincere efforts are directed to achieve the following objectives –

- The college is situated in a drought prone rural area and strives to play a proactive role in creating awareness about value of education in its working environment.
- To provide educational facilities to the students belonging to villages surrounding

Parner with special emphasis on economically weaker sections.

- To promote meaningful access to modern education.
- To provide on-going leadership in improving educational system and bringing reforms in the system by organizing seminars, workshops, discussions and field surveys.
- To achieve the highest quality and standard of education and thereby to enhance the quality and standard of rural life.
- To promote participation of the people in education.
  - To provide state-of-the-art infrastructure and competent faculty to impart quality education.
  - To provide high quality knowledge and skill with student friendly and disciplined ambience.
  - To provide interdisciplinary courses along with traditional, professional and vocational streams.
  - To foster holistic personality of the students.
  - To impart basic knowledge; develop skills, aptitudes and competencies of students to meet the future challenges.
  - To instil research culture and positive attitude among the students for the progress and development of the nation.
  - To open the avenues of Learning and Research to meet the socio-economic challenges of 21st Century.

Goals:

In the context of above objectives the goals of our college are as follow –

- Dissemination of the knowledge of the Professional expertise in the process of learning.
- To make the students of this college successful and good citizen who are alive to play their role in the social, political and economic advancement of the country.
- To give exposure to the students of by arranging field visits and national, international collaborations.
- To achieve a comprehensive "map of reality" about the inter-relations of students' respective academic streams and social processes.
- To bring social change by academic research.

Our practice is that the above objectives and goals of the College are addressed to the students on the opening day of the college by the Principal and teaching staff. The College further takes efforts to make them know to the society at large by printing those

objectives on the College prospectus and displaying them in the chamber of the Principal, Reading Room and Information Centre of the College.

6.2 DOES THE INSTITUTION HAS A MANAGEMENT INFORMATION SYSTEM

> Our college has provided internally connected computers through LAN, so that any department in our college can get access to important data whenever it needs.

6.3 QUALITY IMPROVEMENT STRATEGIES ADOPTED BY THE INSTITUTION FOR EACH OF THE FOLLOWING:

6.3.1 CURRICULUM DEVELOPMENT

- Academic Council looks after various issues related to curriculum designing and its implementation.
- During 2012-13 University of Pune restructured First Year syllabus to be implemented from academic year 2013-14.
- In order to make the process inclusive, SPPU organised syllabus restructuring and revision workshops for different faculties.
- In this academic year 16 teachers from our college have participated and contributed in restructuring of syllabus while 04 teachers participated in revision of syllabus for respective faculty.
- A certificate course on journalism was available for students.
- A certificate course in Spoken English was available for students.

6.3.2 TEACHING AND LEARNING

- Use of white interactive board while teaching.
- Student seminars & viva – voce.
- Need based lectures & workshops with the help of Industry Personnel
- Use of charts & models while delivering lectures.
- Excursion & field visits to observe habit & habitat.
- Use of preserved specimens & dissected parts.
- Demonstrations are organized to understand the concept.
- E-notes, E-books- journals made available to students through E-library.
- PPT's of renown Experts made available to students.
- OHP transparencies, top sheets made available to students

- How to sketch Figures & Diagrams – workshops.
- In order to understand the concept in the concerned subjects, the topics are taught by the expert teachers collectively i.e. team teaching.
- For studying the concepts in various subjects, reference books are made easily available in the concerned departments.
- Special Coaching/Guidance Scheme is adopted for advanced and slow learners (Remedial Coaching)
- Through funds created by Institution and teachers, some economical support is given to the economically backward and needy students for continuing their education
- For all round personality development, in the College, activities are soft skill program me, karate training, self-defence scheme, newspaper - *YuvaChetana*, Annual Magazine - *Chetana*.
- Physically disabled students are given special treatment in filling the admission and Examination form.
- Xerox facility is available in the central library.
- Pure and clean drinking water facility is made available in the Reading Hall.
- M-OPAC facility to the college teachers are provided for getting arrival of new books in the central library.
- For all round development of students, well equipped gymnasium and sports facilities are available.
- Student feedbacks have been analysed and considered for further actions.

6.3.3 EXAMINATION AND EVALUATION

- All teaching and non-teaching staff always do examination duties as a part of their routine job role in the following manner:
  - Internal Junior Supervisor
  - Internal Senior Supervisor
  - Internal Squad
  - Internal centralised CAP for college level examinations
  - External Senior Supervisor
  - External squad
  - University level CAP
- Also in order to improve academic performance and presentation skills in respective subjects of students, all departments conduct class tests, tutorials with regular intervals.
- Students also submit home assignments on various topics related to their academics in respective departments

- In order to increase transparency and accountability in Examination and Evaluation pattern college has incorporated various reforms as per norms given by SPPU (They have further been discussed in detail in 6.9)

6.3.4 RESEARCH AND DEVELOPMENT

The management, administration and IQAC play very important role in promoting and sensitizing academic and research environment in our college through various ways

- Motivation for staff to apply for minor and major research projects by various funding agencies
- Also further motivation and support for completion of already sanctioned research projects.
- Encouragement and support for organization of international, national, state, university and district level seminars/ conferences workshops, symposia etc. funded by different agencies.
- Encouragement and support for staff to present their research at international, national, state, university and district level seminars/ conferences workshops, symposia.
- Active support for staff to attend, participate and contribute in international, national, state, university and district level seminars/ conferences workshops, symposia.
- Motivation, encouragement and support for interaction with industrial expertise and scientists from various organisations.
- Deputation of staff to FIP (Faculty Improvement Programme) to pursue research at MPhil or PhD level
- Motivation and financial support for postgraduate students to attend and participate in international, national, state, university and district level seminars/ conferences workshops, symposia.
- As a result of all this we have 13 permanent faculty members with PhD in this academic year.
- The college and IQAC analyses API of all faculty on regular basis and motivates them in order to improve its quality
-
- Faculty participation in conferences and symposia

No. of Faculty	International level	National level	State level
Attended	04	28	09

Presented	29	41	01
Resource Persons	NIL	07	01

6.3.5 LIBRARY, ICT AND PHYSICAL INFRASTRUCTURE/ INSTRUMENTATION

- The management and college believe that modern technology and infrastructure are necessary tools for quality improvement of academician and students.
- Thus the institute always spend sufficient amount of funds on technological and infrastructural development.
- Local Management Committee has played a vital role in technological and infrastructural development of the college.

LIBRARY

- Extension and enhancement of library services as a learning resource is continuously done
- The library is equipped with around 25000 books including text books, reference books and others and subscribed to 61 research journals from various streams.
- Also e-books available in library are 75000+ while no. of e-journals are 5000+
- Also in order to develop and deepen reading culture in students and society the library has initiated innovative programmes like
  - o 'पाहुणावाचकयोजना'
  - o लेखकआपल्याभेटीला
  - o Displaying of new arrivals in books and periodicals
- Library has provided open access to newspapers and specific periodicals to all students and staff.
- Post graduate departments in the college have been avail with the facility of 'departmental library'
- Sufficient amount of fund has been allocated to each department at the start of the year for purchase of text books, reference books, journals, etc.

ICT (Information and Communication Technology)

- Department of Computer Science has shouldered this responsibility of equipping the institute with modern technological aids and ICT.
- Computerization of library record.
- Each department in college is equipped with computer, internet facility.
- All the departments have been availed with the facility of projectors and LCDs
- All Students also have open access to computer lab.
- DIP and Tally Certificate courses have been arranged for students.

INFRASTRUCTURE

- The college is equipped with sufficient and efficient class rooms, seminar halls, administrative building, gymkhana, playground, ladies hostel, ladies room, ladies and gents washrooms, etc.
- Details of infrastructural facilities are mentioned in criterion IV
- Well-equipped research laboratories

6.3.6 HUMAN RESOURCE MANAGEMENT

- Various committees are formed at the start of each academic year for more efficiency, accountability and consistency in the tasks given throughout the year
- Principle of distribution of work has been followed.
- We have in our college 26 committees
- Throughout the year these committees conduct task based committee level meetings and submit the annual report at the end of the year to be published in *'Chetana'* magazine of the college.
- Teachers are encouraged to participate in corporate life and represent themselves on various academic and public bodies by the management.
- Coordination Committee, HoDs and coordinators and chairpersons of various committees and cells bring about coordination in order to achieve successful culmination of various practices and programmes.
- Honouring teachers on their completion of Ph.D studies, outstanding research work and successful completion of 25 years of their services as teachers on every annual day of the college
- Also in order to improve quality of existing Human Resource the institute encourages and motivates teaching and non – teaching staff to undergo various quality development programmes organised by the university or UGC from time to time. As a result of this following teachers attended and contributed in respective programmes:
  - Refresher courses   -   04
  - UGC – Faculty Improvement Programme -   02
  - HRD program me   -   01
  - Orientation program me   -   08
  - Summer / Winter schools, Workshops, etc.   -   04
  - Others   -   02

6.3.7   FACULTY AND STAFF RECRUITMENT

- As the college aims at delivery of excellent services, proper care is always taken for the professional development of the teaching and non-teaching staff.

- College has evolved a friendly work environment that allows the staff to work effectively especially new staff. They are supported and facilitated by senior staff. Besides it, they are encouraged to attend professional development programmes.
- Regular formal and informal meetings of non-teaching staff are organized with the Principal to resolve various issues and insistence is made on the issue of effective work culture.
- Library staff is encouraged for training in advanced tools and technologies in library services.
- For faculty and staff recruitment college follows the norms laid by UGC and University of Pune.
- Appraisal of teachers' performance is done regularly.

6.3.8 INDUSTRY INTERACTION / COLLABORATION

6.3.9 ADMISSION OF STUDENTS

- Single Window System
- Fully automated admission process
- Declaration of admission process on college website and through newspapers
- Admission committee
- Students counselling

6.4 WELFARE SCHEMES FOR

- **Teaching and non-teaching:**
  o Financial assistance to participate conference, workshop and seminars.
  o Staff Credit Society providing loan facilities on two levels i.e. regular and emergency.
  o Provision of leave to faculty to pursue doctoral studies under FIP.
  o Duty leave for officially sanctioned training programmes and workshops
  o College provides financial support to faculty to present papers in various seminars and conferences.
  o Staff Welfare Fund
  o Loan against P. F.
  o Medical reimbursement
- **Students**
  o DIP and Tally certificate courses are organised for students
  o Scholarships
  o Earn Learn scheme
  o Student Welfare Fund
  o Poor Students Development Fund

- Health Care Facilities
- Soft Skill training
- Competitive exam training
- Remedial coaching

6.5 TOTAL CORPUS FUND GENERATED

Sr. No.	Source	2012-13
State Government		
1.	Teaching and Non-Teaching Salary	32938157.00
2.	EBC Grant	121555.00
BCUD, SPPU		
3.	Seminar, Workshop Grants	68035.00
4.	N.S.S. Grant	126250.00
5.	Exam Remuneration	805563.00
From Students		
6.	Caution Deposits (Library)	73300.00
7.	Exam Fees	1742595.00
8.	Registration Fees	37375.00
9.	Tuition Fees	401000.00
From UGC/ICSSR		
10.	Additional Assistance	2000000.00
11.	Merged Scheme	-
12.	UGC Project	-
13.	CPE Grant	-
14.	BSR Grant (Inspire)	90000.00
15.	Seminar, Conference Grant	115000.00
Other Source		
16.	Tender	-
17.	Other Sources	83065.00
	Total	**38601895.00**

6.6 ANNUAL FINANCIAL AUDIT HAS BEEN DONE DURING 2012-13.

YES

6.7 WHETHER ACADEMIC AND ADMINISTRATIVE AUDIT (AAA) HAS BEEN DONE?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Parent Institute	Yes	Parent Institute
Administrative	Yes	Parent Institute	Yes	Parent Institute

6.8 DO THE UNIVERSITY/ AUTONOMOUS COLLEGE DECLARE RESULTS WITHIN 30 DAYS?

- Results of all examinations conducted by SPPU has declared with stipulated time period as per norms of SPPU
- Results of all examinations conducted by the college has declared within 45 days as per norms laid by the SPPU

6.9 WHAT EFFORTS ARE MADE BY THE UNIVERSITY/ AUTONOMOUS COLLEGE FOR EXAMINATION REFORMS?

- Bar-coding for answer book.
- Credit Based Evaluation System
- Online Registration System for examination form, verification and revaluation form
- Follows norm laid by University of for evaluation and declaration of results
- Photocopy of answer sheets
- MCQ pattern in internal examinations
- Online QPD system

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

- **NIL**

6.11 ACTIVITIES AND SUPPORT FROM THE ALUMNI ASSOCIATION

- Alumni of this college contribute in support fund for poor students
- Alumni association distributes various prizes in annual function of the college for bright students.
- In this academic year, annual meet of alumni association was held and various topics regarding development of students, college, and staff were discussed.
- An effective feedback system is at place seeking feedback on various aspects.

6.12 ACTIVITIES AND SUPPORT FROM THE PARENT – TEACHER ASSOCIATION

- Meeting of parents with the Principal, Vice-Principals, admission committee members and HoDs take place at the time of admission and throughout the year.
- Parent-Teachers meeting at departmental and institutional levels.

- An effective feedback system is at place seeking feedback on various aspects.
- Students Counselling and Organisation of Cultural events
- Designing new courses on college campus

6.13 DEVELOPMENT PROGRAMMES FOR SUPPORT STAFF

- Training Programmes for support staff
- Participation of support staff in training programmes organised by UOP
- Training for online Exam Process
- MS-CIT training
- Scholarship training
- MIS training
- RUSA training

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

- Water Recycling System
- Water Harvesting System
- Tree Plantation and Maintenance
- Use of solar water heating system for hostel and guest house.
- Oxygen Garden
- Cactus garden
- Vermicomposting Project
- Sewage Treatment Plant
- Potable Water System

Criterion VII

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.

Computer Science:

1) **LAN in Science department**

Chemistry:

1) Organization of CHEMIAD Examination.
2) Organization of Prof. M. S. Wadia Lecture competition.
3) Organization of science fair.
4) To provide Seed money for researchers
5) To encourage Teachers and students to attend research related Seminar/Workshop / Conferences and to present their research work.
6) To motivate Senior teachers to take research guide ship and actively guide the students.
7) To motivate teachers to apply for research projects

Marathi:

1) ½ãÖã¹ãìÁÓããâÞ¾ãã   ÞããäÀ¨ããâÞããè   ½ãããäÖ¦ããè   ¦¾ãããâÞ¾ãã •ã¾ãã¦ãããèãä¶ãããä½ã¦¦ã ‡ãŠãÞã¹ãŠÈ‡ãŠã¦ã ËãÌã¥¾ããã¦ã ¾ãã¶ã¦ãñ.

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

1) Purchase and use of smart board & LCD Projector.
2) Seed money is provided for researchers
3) Teachers and students are encourage to attend research related Seminar/Workshop / Conferences and to present their research work.
4) Senior teachers are motivated to take research guide ship and actively guide the students

7.3 Give two best practices of the institution (please see the format in the NAAC self –study

Manuals). Provide the details in annexure (annexure need to the numbered asI, ii,iii).

1) ICT Application in teaching.
2) Participated in *Rasta SurakshaAbhiyan* (Road Safety campaign)
3) Proposal for Major Research Project is submitted to University Grants Commission.
4) Two Teachers submitted their proposal for research Guide ship in Chemistry.
5) A one act play on 'Save Girl Child' was enacted throughout the Parner taluka.
6) A two day **'legal literacy campaign'** was implemented in college.
7) A National Level '**Dr. M.S.Wadia' lecture competition** was organized for the students.
8) A '***Jagar Janivancha'*** campaign sponsored by government of Maharashtra received first prize.

7.4 Contribution to environmental awareness / protection.

Chemistry:

1) Conduct of practicals on semi – micro scale to minimize the use of chemicals and waste to avoid the air pollution & contribute to environmental protection.
2) Organization of special lectures on environmental awareness & conservation.

Commerce:

Second year student prepared environmental projects and guidance provided by department through taking lectures & discussions.

7.5 Whether environmental audit was conducted? Yes   No
     Environmental Audit was conducted by a special committee Appointed for the purpose by the principal of the college.

Following suggestions were made by the committee.

➢

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

➢ Faculty members delivered lectures in various co-op societies and banks for maintaining account.

8. Plan of institution for next year.

   1) To start short term computer courses.

   2) organize international conference on "Research Guidance For Young Researchers"

   Sd.   *Sd.*

Pradip S. Mutkule   *Dr. Rangnath K. Aher*
Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

New Arts, Commerce and Science College Parner 414302

Tal- Parner, District- Ahmednagar

Feedback Analysis Report

2012-2013

- All the activities in college are systematically conducted.
- Library facilities are sufficient.
- Teaching programmes are run with proper planning.
- College campus is very clean and conductive environment for learning.
- Educational facilities are good.
- Good Discipline in college.
- Results are satisfactory.
- Examination pattern is good.
- Unit test and tutorial study is useful for preparing for examinations.
- Examinations are conducted strictly.
- Faculties cover all syllabuses.
- Motivation to competitive exam.
- Arrange expert lectures for improvement in result.
- Good play ground.
- Tree plantation is very good.
- Support from college staff.

Chairman

Feedback committee

New Arts, Commerce and Science College Parner414302

Tal- Parner, District- Ahmednagar

Feedback suggestions and Action taken 2012-2013

suggestions	Action Taken
Drinking water should be available in purified manner.	Purified water system is installed in college campus
Ladies common room should be clean.	Separate staff is appointed
Separate lunch place for students.	Separate places are allotted to every building
College reading room space should be more.	Another new reading room is constructed
Need extra time for reading room at night.	Time of reading room is increased.
Bathrooms for ladies room should be available.	Hygienic wash rooms are constructed for ladies
Separate building of arts faculty.	Separate Arts and Commerce building is provided
Ban for use of mobile for student and teachers in college campus.	During teaching hours use of mobile are completely banned.
Compulsion of I-card for students.	It is already compulsion to use I Card
Availability of books to past students in library.	Books are given to Alumni.
Parking facility.	Specious parking is constructed behind the Science Building.
Mathematics should be started as special at T Y B Sc	Application for the course is submitted to GOM.
There should be strictly punishment for mal practice.	During examination period separate Squad is formed to avoid the mal practice.
Required gymnasium for body health.	Specious Gymnasium hall is constructed
To start certificate courses in college.	Proposal is submitted to UGC for certificate courses.
Research facility should available in college campus	Research laboratory recognition proposal is submitted to University of Pune for Botany and Chemistry subject.

Chairman

Feedback committee