ANNUAL QUALITY ASSURANCE REPORT

(AQAR 2013-14)

Submitted to

National Assessment and Accreditation Council

(NAAC)

Dharmveer Diliprao Rahate Shikshan Va Bahu-Uddeshiya Sanstha's

Arts And Science Mahila Mahavidyalaya, Mehkar Dist- Buldana (M.S.) Pin- 443301

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

Dharmveer Diliprao Rahate Shikshan Va Bahu-Uddeshiya Sanstha, Mehkar Dist- Buldana (MS).

1.2 Address Line 1

Arts And Science Mahila Mahavidyalaya , Mehkar Dist- Buldana.

Address Line 2

Janephal Road

City/Town

Mehkar

State

Maharashtra

Pin Code

443301

Institution e-mail address

mahilamaha7@rediffmail.com

Contact Nos.

07268-226623

Name of the Head of the Institution:

Dr. S.T.SALI

Tel. No. with STD Code:

07268-226623

Mobile:

09822732516

Name of the IQAC Co-ordinator:

B.W. Somatkar

Mobile:

7743801369

IQAC e-mail address:

amey_somatkar@rediffmail.com

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

MHCOXX10757

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)

3rd & 4th January 2004 (Date of visit)

(Committee number is not available on NAAC Accreditation Certificate.)

1.5 Website address:

www.asmmm.org

Web-link of the AQAR:

www.asmmm.org/AQAR2013-14.doc

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	1st Cycle	C+	63.00	Feb-2004	2009
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

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

09/08/2013

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

2013-14

Arts And Science Mahila Mahavidyalaya AQAR 2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

i. AQAR-	Nil	(DD/MM/YYYY)
ii. AQAR -	Nil	(DD/MM/YYYY)
iii. AQAR-	Nil	(DD/MM/YYYY)
iv. AQAR-	Nil	(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)*   Sant Gadge Baba Amravati University, Amravati.

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

Autonomy by State/Central Govt. / University | - |

University with Potential for Excellence | - | UGC-CPE | - |

DST Star Scheme | - | UGC-CE | - |

UGC-Special Assistance Programme | - | DST-FIST | - |

UGC-Innovative PG programmes | - | Any other (*Specify*) | - |

UGC-COP Programmes | - |

2. IQAC Composition and Activities

2.1 No. of Teachers | 06 |

2.2 No. of Administrative/Technical staff | 01 |

2.3 No. of students | - |

2.4 No. of Management representatives | 02 |

2.5 No. of Alumni | 01 |

2. 6 No. of any other stakeholder and
    community representatives | 01 |

2.7 No. of Employers/ Industrialists | 01 |

2.8 No. of other External Experts | - |

2.9 Total No. of members | 12 |

2.10 No. of IQAC meetings held   02

2.11 No. of meetings with various stakeholders: No.   02   Faculty   Arts,Science

     Non-Teaching Staff Students   02   Alumni   01   Others   -

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

     If yes, mention the amount   3,00,000 Rs/-

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

- Students feedback forms collected from students.
- Internet facility is provided to the students in library.
- Inverter is installed in the office.
- Spoken English classes were organised for the students.

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
- Renovation of class rooms	- Renovation completed.
To encourage teachers to apply for Minor/Major research projects.	- Process is in progress.

     Attach the Academic Calendar of the year as Annexure.

     Copy of academic calendar is attached in the annexure.

2.16 Whether the AQAR was placed in statutory body   Yes ☐√   No ☐

Management ☐√   Syndicate ☐   Any other body ☐

Provide the details of the action taken

IQAC plan was implemented.

- Special coaching classes were held for minority students.
- Attention was paid to the physical facilities /amenities to the girls students
- Birth/Death anniversaries of great nation leaders were organised
- Remedial coaching classes were conducted for the academically poor students.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	-	-	-	-
UG	02	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	02	-	-	-

Interdisciplinary	-	-	-	-
Innovative	-		-	-

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

Pattern	Number of programmes
Semester	01
Trimester	-
Annual	01

1.3 Feedback from stakeholders*   Alumni ☐   Parents √   Employers ☐   Students √
    (On all aspects)

    Mode of feedback   :   Online ☐   Manual √   Co-operating schools (for PEI) ☐

Please provide an analysis of the feedback in the Annexure

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

> - Syllabus is revised by university time to time and institution follows it.

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

> -

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	09	-	01	-

   * Professor : Principal

 2.2 No. of permanent faculty with Ph.D. | 04

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
-	-	-	-	-	-	26(C.H.B.)	01	26	01

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	-	-	-
Presented papers	-	04	01
Resource Persons	-	-	-

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

> -   Use of LCD projector.
> -   Use of audio – visual aids such as CDs , DVDs etc.

2.7 Total No. of actual teaching days
     during this academic year | 184 Days |

2.8 Examination/ Evaluation Reforms initiated by
     the Institution (for example: Open Book Examination, Bar Coding,
     Double Valuation, Photocopy, Online Multiple Choice Questions) | -   Internal Exam, Home assignments. |

2.9 No. of faculty members involved in curriculum
     restructuring/revision/syllabus development | - | 01 | - |
     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

81.00%

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-I	70	-	10	47.14	8.57	65
B.A-II	33	-	18.18	33.33	3.03	54
B.A-III	25	-	08	12	0	20
B.Sc -I	204	-	9.31	15.19	0.98	25.49
B.Sc -II	138	-	9.42	6.52	0	15.94
B.Sc -III	14	-	7.14	21.42	0	28.57

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

 - IQAC gives guidelines to teacher about qualitative and effective teaching and learning.
  - IQAC encourages teachers to conduct test exams and also about using interactive teaching
   methods.
 - IQAC encourages teachers to use power point presentation in the class room.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
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	07	01	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- IQAC inspire the teachers to attend and participate in seminars and conferences and also for doing M.phil and Ph.Ds.
- IQAC support teachers to avail faculty improvement programmes.

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	-	05	05	Not Yet
Outlay in Rs. Lakhs	-	-	3,57,500	-

3.4   Details on research publications

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

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

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

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

3.7 No. of books published   i) With ISBN No. | 02 | 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

01

and students registered under them

08

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

01

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 100 　　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 [01]

NCC [-]   NSS [-]   Any other [-]

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

- Blood group identification camp was organised.
- Blood Donation camp was organised on the occasion of the birthday of honourable president
- Conducted Women empowerment programmes .
- Conducted AIDS awareness programme by NSS.

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	2.05r	-	-	5.5Acres
Class rooms	09	-	-	09
Laboratories	08	-	-	08
Seminar Halls	-	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	560	167	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	7,09,265 Rs/-	4,90,909 Rs/-	Management	12,00,174 Rs/-
Others	-	-	-	-

4.2 Computerization of administration and library

- Library is already automated with SOUL.
- N-List data base is subscribed
- Internet facility is available in the library for staff and students

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5041	1152976	276	28070	5317	1181046
Reference Books	-	-	200	114190	200	114190
e-Books	-	-	-	-	-	
Journals	-	-	23	12320	23	12320
e-Journals	-	-	28	15000	28	15000
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	14	08	Yes	-	-	03	-	-
Added	04	-	-	-	-	-	-	-
Total	18	08	-	-	-	03	-	-

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

- Audio- visual aids used for teaching .
- Internet is available for teacher and students in the library .

4.6 Amount spent on maintenance in lakhs :

i) ICT   1,20,000 Rs/-

ii) Campus Infrastructure and facilities   1,25,000 Rs/-

iii) Equipments   1,35,000 Rs/-

iv) Others   -

Total :   3,80,000 Rs/-

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- SC /ST/OBC Students scholarship.
- Remedial Coaching Classes are organised for SC /ST/OBC Students.
- Career Guidance Cell is established for students.
- Hostel facility is available to the girl students.

5.2 Efforts made by the institution for tracking the progression

- Students are encouraged for the participation in cultural activities.
- Students performance data is collected.
- Students are encouraged to participated in cultural and extra- curricular activities.
- Students environmental tour organised.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
314			

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
-	-

Women

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged/VJ /NT	Total	General	SC	ST	OBC	Physically Challenged /VJ/NT	Total
34	60	03	153	09	259	40	66	04	190	14	314

Demand ratio: 1:1% Dropout % : 81

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

- Students were participated in coaching class for various competitive examinations.

No. of students beneficiaries   43

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

- Students were counselled for preparing themselves for various competitive exams.

- At the beginning of the session one programme was organised for student counselling and career guidance.

No. of students benefitted   29

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
-	-	-	-

5.8 Details of gender sensitization programmes

-      Literacy rally was organised in the town.

5.9 Students Activities

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

State/ University level   18   National level   -   International level   -

No. of students participated in cultural events

State/ University level   16   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	52	1,85,908 Rs/-
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 [01]

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Mission
- Our college is committed to the mission "Na Matu Par Daivatam" . The college has full faith in its 'mission' which will be producing intelligent, noble, confident, and courageous women, " Shikleli aayi gharadarala pudhe neyi". It means the woman instils the teaching that will last a long life.

6.2 Does the Institution has a management Information System

YES

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

6.3.1 Curriculum Development

- Curriculum is developed by the concerned university. Dr. S.T.Kute, Chairman of Board of studies in Economics helps to design the curriculum of same subject at the university level.

6.3.2 Teaching and Learning

- Teaching and learning is improved with the various technological equipments. .
- Internet helps a lot for data collection and various educational websites.

6.3.3 Examination and Evaluation

- Every year college conduct internal examination for the improvement of writing skills of the students.
- Internal examination help students a lot for the improvement of annual exam.

6.3.4 Research and Development

- Teachers are encouraged for the submission of Minor and Major research projects and also M.phil and Ph.Ds.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- N-List (INFLIBNET) data base is subscribed for library user.
- Up gradation of library is being done under UGC grants.
- Reading room is available for students and staff as well.
- Ladies room is available for girl students.
- Separate rooms are available for NSS and Sport department.

6.3.6 Human Resource Management

- College recruits teaching and non-teaching posts as per the rules and regulations laid by the government and concerned university.

6.3.7 Faculty and Staff recruitment

- Management recruits qualitative faculty and staff.

6.3.8 Industry Interaction / Collaboration

-

6.3.9 Admission of Students

- Students are admitted as per the rule of concerned university.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Needy poor students are provided occasional financial aid by the staff members

Various festive occasions like Navratri ,Ganeshotsava are celebrated in the college

6.5 Total corpus fund generated

> 680 Rs/-

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	Principal
Administrative	-	-	Yes	Principal

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?

> N.A.

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

> N.A.

6.11 Activities and support from the Alumni Association

> - The Alumni Association members cooperate and provide valuable suggestion.

6.12 Activities and support from the Parent – Teacher Association

> - College conducted a meeting of PTA. The PTA helped the college to understand the usefulness of the academic activities carried out in the college.

6.13 Development programmes for support staff

- The members of the support staff are encouraged to make the use of avenue provided by the government for their promotions, to avail themselves of their welfare.

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

- NSS unit is actively involved in the maintenance of ecological balance in the campus.
- Other students of the college also cooperate in this regard.

Criterion – VII

7. <u>Innovations and Best Practices</u>

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

> - AIDS awareness programmes conducted
> - Ample sport equipments is available.
> - Green, plastic free campus.

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

> - Tree plantation is conducted
> - Laboratories are renovated.

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

> - Keeping campus polluted free.
>
> - Tree plantation.

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

7.4 Contribution to environmental awareness / protection

> - The number of trees planted has been increased.
> - Students are motivated not to use plastic bags in the campus.
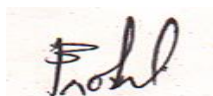
7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

> - Seminars were conducted for the students

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

- Health check up camp for students.
- Organisation of Blood Donation camp.
- To encourage students to complete their UG/PG.

Name : B.W.Somatkar   Name : Dr.S.T.Sali

_____   _____

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____***_____

Annexure- I

Academic Calendar for 2013-14

1	Commencement of Admission	30/05/2013
2	First Term Opening	09/06/2013
3	Commencement of Classes	01/07/2013
4	Display of Class Representative	07/08/2013
5	Commencement of First Unit Test	01/09/2013
6	First Term Exam	18/10/2013
7	Diwali Vacation	25/11/2013-24/12/2013
8	Second Term Opening	25/12/2013
9	NSS Camp	25/12/2013
10	Commencement of Second Unit Test	15/01/2014
11	Annual Social Gathering	25/01/2014
12	Second Term Exam	24/02/2014
13	Summer Vacation	04/05/2014-08/06/2014

Annexure II

Feedback forms are collected from students for the evaluation of teachers. The institution ensures that the suggestions based on the findings of the IQAC are adhered to. The feedback forms are also collected from Alumni and Parents. The feedback is discussed and used as guidelines for further development.