



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

*Submitted to*

**National Assessment and Accreditation Council**

**(NAAC)**

**By**

**Margtamhane Education Society's**

**Dr. Tatyasaheb Natu College of Arts &**

**Senior College of Commerce**

**(Re-accredited by NAAC with 'B+' Grade with a CGPA of 2.52)**

**At & Post Margtamhane, Taluka Chiplun, District Ratnagiri – 415702.**

**MAHARASHTRA**

***Academic Year: June 1, 2017 to May 31, 2018***

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
***Academic Year: June 1, 2017 to May 31, 2018***

**Part – A**

**I. Details of the Institution**

1.1 Name of the Institution

Dr Tatyasaheb Natu College of Arts and Senior College of  
Commerce

1.2 Address Line 1

At Po. Margtamhane, Near Telephone Office, Tal. Chiplun, Dist.  
Ratnagiri

Address Line 2

City/Town

Chiplun

State

Maharashtra

Pin Code

415702

Institution e-mail address

natucollege@gmail.com

Contact Nos.

02355-270169

Name of the Head of the Institution:

Dr. Vijaykumar A. Khot

Tel. No. with STD Code:

02355-270169

Mobile:

9527622719

Name of the IQAC Co-ordinator:

Asst. Prof. Suresh D. Sutar

Mobile:

9420376036

IQAC e-mail address:

dtnciqac@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 10872

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/55/RAR/026 Date 27/03/2011

1.5 Website address:

natucollege.org

Web-link of the AQAR:

natucollege.org/AQAR/AQAR2017-18.pdf

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	C	55.05	2004	March 2009
2	2 <sup>nd</sup> Cycle	B	2.41	2009	March 2016
3	3 <sup>rd</sup> Cycle	B+	2.52	2017	February 2022
4	4 <sup>th</sup> Cycle				

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

07/07/2004

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

2017-18

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 \_\_\_\_\_ (DD/MM/YYYY)4
- 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)

University of Mumbai

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

05

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

01

2.6 No. of any other stakeholder and  
community representatives

02

2.7 No. of Employers/ Industrialists

00

2.8 No. of other External Experts

01

2.9 Total No. of members

14

2.10 No. of IQAC meetings held

02

2.11 No. of meetings with various stakeholders:

No.

01

Faculty

√

Non-Teaching Staff

√

Students

Alumni

√

Others

√

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Motivated the departments to conduct workshops in their subjects for their students.
2. Inspired Departments of History to conduct workshops on Revised Syllabus in History.

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
See Annexure I	

\* 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

Management provided the fund required for the activities.

## 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	02			04
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	02			04
Interdisciplinary				
Innovative				

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

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

Pattern	Number of programmes
Semester	02
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.

Yes, Faculty in History was appointed on University Syllabus Committee

##### 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
10	07	01	01	01

2.2 No. of permanent faculty with Ph.D.

02

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

2.4 No. of Guest and Visiting faculty and Temporary faculty

09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02		
Presented papers	02		
Resource Persons			

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

PPT Method enhanced in teaching

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

200

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

√

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

03

2.10 Average percentage of attendance of students

75%



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.	50	---	06	10	13	76%
B.Com.	46	01	09	26	09	98%

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

A. Contribution of IQAC in Teaching Learning Process.

1. ICT Centre is made available and free internet access given to both staff and students.
2. Guidance sessions of outside faculty for TYBA students are organized.
3. Inter-class research competitions for students are organized.
4. Students are deputed for university research convention.
5. Students are motivated for extra reading.
6. Feedback on classroom teaching is obtained and communicated it to the concern faculty.
7. Periodical meeting of HODs are conducted and ways and means for quality sustenance are discussed.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	---
Faculty exchange programme	---
Staff training conducted by the university	01
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

Deputing members of staff for participation in conferences for paper publication  
Motivating staff for publication of research papers

#### 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		01	01	
Outlay in Rs. Lakhs		25,000/-		

#### 3.4 Details on research publications

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

#### 3.5 Details on Impact factor of publications:

Range  Average  h-index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	01	University of	25000/-	10000/-

		Mumbai		
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
				01		

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



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

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  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	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text" value="02"/>
NCC	<input type="text"/>	NSS	<input type="text" value="06"/>
		Any other	<input type="text"/>

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

1. Plantation of 300 Trees in the adjacent village.
2. Check Dam for water conservation constructed.
3. Organized Rally and lectures on Cleanliness itself is service under Swachha Bharat Campaign.

## 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	0.97.3 R		Resources from Management	
Class rooms	11			
Laboratories	02			
Seminar Halls	01			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.		01 Printer	College Development Fund	
Value of the equipment purchased during the year (Rs. in Lakhs)		26255.00		
Others				

4.2 Computerization of administration and library

Library and Administration is Fully Computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4261	421483.5	470	61624	4731	483107.5
Reference Books	5942	1129929	68	16500	6010	1146429
e-Books	135000	2500	0	0	135000	2500
Journals	09	10353	0	0	09	10353
e-Journals	6000	2500	0	0	6000	2500
Digital Database	-				--	--
CD & Video	75	133171	3	0	78	13371
Others (specify)	Newspapers 06	8536.5	0	8641	06	17177.5

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	37	One with 10Pc.	3 Modem		ICT with 8 PC.	05	05	09
Added	--	---						
Total	37	10	3 Modem		08	05	05	09

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

Free internet access is given to both staff and students. Films, Dramas related to syllabus are shown to the students

4.6 Amount spent on maintenance in lakhs:

i) ICT	50367
ii) Campus Infrastructure and facilities	17679
iii) Equipments	26255
iv) Others	31678
<b>Total:</b>	<b>125979</b>

## Criterion – V

### 5. Student Support and Progression

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

Regular Meeting of Students and Council are held.

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

Feedback of the students is obtained from time to time.

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

UG	PG	Ph. D.	Others
324			

#### (b) No. of students outside the state

Nil

#### (c) No. of international students

Nil

	No	%
Men	156	48.14

Women

No	%
168	51.85

Last Year							This Year						
General	SC	ST	OBC	DTNT	SBC	Total	General	SC	ST	OBC	DTNT	SBC	Total
95	46	01	153	23	06	324	129	36	01	169	34	02	371

Demand ratio: 100

Dropout: 30%

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

MPSC Guidance classes are run regularly.

No. of students beneficiaries

13

#### 5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

## 5.6 Details of student counselling and career guidance

Beauty Parlor course, Skill Development Courses, Job opportunities lectures, MBA guidance lectures.

No. of students benefitted

226

## 5.7 Details of campus placement: Nil

<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

Declining Child Sex Ratio Workshop attended by 10 students and 1 Teacher.  
Guidance lecture on Gender Sensitization by Child and Women Department of Zilha Parishad Ratnagiri

## 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	09	13500
Financial support from government		
Financial support from other sources	03	2400
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

Ex Student Saurabh Chavan  
donated instruments for NSS Unit

## 5.13 Major grievances of students (if any) redressed: \_\_\_\_\_

## Criterion – VI

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

#### 6.1 State the Vision and Mission of the institution

Vision: Opening the window of knowledge to the rural masses.

Mission: To furnish educational facilities for first generation learners to acquire higher education to meet the challenges in the global world.

#### 6.2 Does the Institution has a management Information System

Yes. Our institution conveys information regularly to the management. The management also acquires the required information from time to time through the head of the institution.

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

##### 6.3.1 Curriculum Development

Curriculum is designed & revised by Board of Studies of University. Institution conducts workshop on revised syllabus with the help of BOS.

### 6.3.2 Teaching and Learning

Our faculty makes use of CD/Audio cassettes and PPT method for teaching & learning.  
Use of ICT in teaching learning is promoted.

### 6.3.3 Examination and Evaluation

Examinations are conducted as per the schedule given by the university. Our unfair Mean Enquiry Committee monitors the exam and ensures smooth conduct of exam.

### 6.3.4 Research and Development

Our students have participated in Research Conventions held by University on Zonal Level. Almost all of our faculty have undertaken research and two have completed Ph.D and five have completed M.Phil. Moreover Minor Research Project have been undertaken by them.

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

Spacious Reading Rooms for students and staff are there. Library software SOUL is used. And N-List, OPAC facilities are there. Additional reading scheme is implemented. Total collection is 11.282 books.

### 6.3.6 Human Resource Management

Management of the entire Human Resource available is made by the Principal through distribution of port-folios annually. Review of activities held is taken by the Principal.

### 6.3.7 Faculty and Staff recruitment

Recruitment is done by the Principal and the Governing Body time to time. Vacancies are advertised in newspapers nationwide or magazine 'University News' and qualified faculty is selected through experts.

### 6.3.8 Industry Interaction / Collaboration

N.A.

### 6.3.9 Admission of Students

Admission process is done online by the students with the help of staff as per the norms of University and Government.

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	Yes

6.5 Total corpus fund generated

13500/-

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	No		Yes	
Administrative	No		Yes	

6.8. Does the University/ Autonomous College declare 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?

Implemented Semester system as per the decision of the University with 75-25 pattern and Credit Based Grade System

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

Various competitions are held by the Alumni Association every year for the regular students.

6.11 Activities and support from the Alumni Association

Annually two meetings are held by the Parent-Teacher Association and the activities are reviewed and feedback of parents is obtained.

6.12 Activities and support from the Parent – Teacher Association

The institution has planted various flower/coconut plants in the campus.

**Criterion – VII**

**7. Innovations and Best Practices**

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

The students are provided the assistance in seeking Domicile and Caste certificate from authorities

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

Conducted various programs as per the academic plan of action

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

1. Voters’ awareness campaign.
2. Street Play held on Plastic Ban.

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

7.4 Contribution to environmental awareness / protection

Large scale tree plantation in the region for Environmental Conservation / awareness

7.5 Whether environmental audit was conducted?      Yes      No  
     

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

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

1. To initiate and implement the suggestions given by previous NAAC Peer Team.
2. To promote 'Use of ICT' in Teaching-Learning process'.
3. To conduct Skill Development Programmes.
4. To conduct Add-on courses.
5. To conduct Career Counselling Programmes/Sessions.
6. To conduct Environment Conservation Programme/Sessions.
7. To promote research culture among faculty and students.
8. To organize seminars and workshops.
9. To depute faculties to attend and present papers at seminars, workshops, conferences etc.
9. To conduct Value Added Programmes/Sessions.
10. To conduct extension activities related to Community Development.

*Name: Asst. Prof. Suresh D. Sutar*



*Signature of the Coordinator, IQAC*

*Name: Dr. Vijaykumar A. Khot*



*Signature of the Chairperson, IQAC*

\*\*\*

## Annexure I

### Plan of Action for the year 2017-18:

Sr. No.	Plan of Action	Outcome
<u>1</u>	Promoting use of ICT: Workshop on use of ICT was conducted.	Substantial increase in use of ICT for teaching & Co-curricular activities.
<u>2</u>	Skill orientation through various programs	Food festival was organized by the students
<u>3</u>	Career Counseling through various programs	1. Coaching for MPSC exams done by appointing expert Resource Person at institutional level 2. Guest lectures were organized to bring awareness about various competitive exams and entrepreneur opportunities 3. Guest Lecture on GST was organized
<u>4</u>	Value Added Programs conducted	International Yoga Day was celebrated
<u>5</u>	Gender Sensitization Program	1. Counseling session for girls & parents on 'Gender Sensitization' was conducted
<u>6</u>	Community Outreach, Environment Awareness programs conducted	1. Continuous 'Swachhata Abhiyan' is carried out by N.S.S. 2. Constant efforts enacted for environment conservation e.g. N.S.S. volunteers constructed 'Vanrai Bandhara' (Check Dams) on the surrounding rivers. 3. Tree Plantation 4. Street Plays were staged on 'Save Water'
<u>7</u>	Promoting faculty to participate in various Seminars / Conferences / Training / Orientation Programs / Refresher Course etc.	Participation in Seminar / Workshop increased

<b>8</b>	Promoting faculty for Research	<ol style="list-style-type: none"> <li>All faculty members are engaged in Ph.D. work.</li> <li>Two faculty have been qualified for Ph.D. degree.</li> </ol>
<b>9</b>	Promoting participation of students in 'Avishkar' – Research Convention organized by University & other Competitions.	<ol style="list-style-type: none"> <li>Ten students participated in Inter-class Research Competition</li> <li>Six students participated in Avishkar Competition and</li> </ol>

## Annexure II

### Academic Calendar 2018-19

Sr. No.	Day	Date	Meetings & Special Tasks
01	Tuesday	19/06/2018	Staff Meeting
02	Saturday	30/06/2018	IQAC Meeting with HODs
03	Monday	02/07/2018	Admission Committee
04	Tuesday	10/07/2018	Meeting of Dept of Commerce with Principal
05	Tuesday	03/07/2018	Attendance Committee Meeting
06	Tuesday	17/07/2018	Library Committee Meeting
07	Wednesday	25/07/2018	Meeting of Literary Associations
08	Thursday	26/07/2018	Cultural Committee Meeting
09	Monday	06/08/2018	Sports Committee Meeting
10	Monday	13/08/2018	Parents Teachers Association Meeting
11	Tuesday	21/08/2018	Research Committee Meeting
12	Tuesday	26/06/2018	Social Justice Day
13	Wednesday	08/08/2018	NSS meeting
14	Thursday	16/08/2018	Students Council Meeting
15	Wednesday	15/08/2018	Independence Day
16	Thursday	04/09/2018	Internal Examinations
17	Tuesday	28/08/2018	WDC Meeting
18	Monday	24/09/2018	Examination Committee Meeting

19	<b>Thursday</b>	<b>13/09/2018</b>	Ganesh Festival Vacation
20	<b>Tuesday</b>	<b>02/10/2018</b>	Gandhi Jayanti
21	<b>Thursday</b>	<b>04/09/2018</b>	Commencement of Exam
22	<b>Tuesday</b>	<b>08/05/2018</b>	IQAC Meeting
23	<b>Tuesday</b>	<b>06/11/2018</b>	Diwali Vacation
24	<b>Tuesday</b>	<b>27/11/2018</b>	Staff Meeting
25	<b>Friday</b>	<b>07/12/2018</b>	Research Committee
26	<b>Saturday</b>	<b>08/12/2018</b>	Cultural Committee Meeting
27	<b>Friday</b>	<b>07/12/2018</b>	Sports Committee Meeting
28	<b>Friday</b>	<b>21/12/2018</b>	NSS Meeting
29	<b>Saturday</b>	<b>22/12/2018</b>	College Annual Day
30	<b>Tuesday</b>	<b>25/12/2018</b>	Winter Vacation
31	<b>Thursday</b>	<b>14/02/2019</b>	Examination Committee Meeting
32	<b>Thursday</b>	<b>03/01/2019</b>	Attendance Committee Meeting
33	<b>Friday</b>	<b>01/03/2019</b>	Preparatory Days of Examination
34	<b>Wednesday</b>	<b>20/03/2019</b>	Commencement of Examination
35	<b>Saturday</b>	<b>05/01/2019</b>	Research Committee Meeting

### Annexure III

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

<b>Sr.No.</b>	<b>Plan decided</b>	<b>Action taken</b>
01	Setting up of priorities according to NAAC recommendations	<ul style="list-style-type: none"> <li>• Priority set</li> <li>1) Up gradation of Technology</li> <li>2) Organization of Research Activities</li> <li>3) Career Counselling Programmes</li> <li>4) Community Outreach Programmes</li> <li>5) Value Added Programmes</li> </ul>
02	Implementing UGC Schemes	I.Q.A.C. – General Development Grant –
03	Promoting faculty to participate in various Seminars, Training, Orientation Course, Refresher Course etc	1) Participation in Seminars, Conferences 40% 2) Presentation of Papers in Conferences & Seminars 40 % 3) Papers Published: 04 4) Refresher Course – 01



		Staff Training Programme – 01
04	Promoting of ICT	Substantial increase in use of ICT for teaching and co-curricular activities.
05	Additional Infrastructural Facility	-----
06	Organization of various activities in collaboration with NGOs	Programs organized in collaboration with Walawalkar Trust.
07	Promoting Faculty Research	One faculty awarded Ph.D.
08	Promoting participation of students in Avishkar Research Convention and other research competitions.	Six students participated in Avishkar Competition and eleven students participated in Inter-class Research Competition.
09	a) Strengthening Gymkhana	1) Sports equipments were purchased 2) Participated in University Kabbadi Competition at B.B.J. College 3) Girl students bagged participated 4 <sup>th</sup> rank in Marathon competition. 4) 18 students participated in Raigad tracking
10	b) Appointment of Sports Teacher	Sport Teacher has been appointed by the institution
11	Promotion of Cultural Activities	<ul style="list-style-type: none"> <li>• Eleven students participated in Intercollegiate Cultural Competition.</li> <li>• Prize bagged:-</li> <li>1) Team of Boys bagged third prize in Folk Dance Competition</li> </ul>
12	Skill Development Program	1) Workshop on Use of ICT in Teaching Learning was conducted. 2) Organization of food festival. 3) Organization of Essay Elocution Competition.
13	Strengthening W.D.C.	Health check up, Awareness & Gender Sensitization Programmes were conducted.
14	Career oriented courses	Programmes/Sessions conducted
15	Value Added Programs	Guidance sessions on 'Yoga for concentration'

## Annexure IV

### i) Best Practices – I

- **Title:** Achievers Day
  - **Goal:** Motivate all the stakeholders to achieve success in their respective fields. They are felicitated on ‘Achievers’ Day’ .
  - **The Context:** The achievers are felicitated every year during the Annual Prize Distribution function. However, they are again felicitated on the Achievers Day in order to highlight their outstanding achievement.
  - **The Practice:** This practice started from academic year 2014-15. The achievers report their achievement in details to the Principal who heads the Achievement Felicitation Committee and the committee finalizes the Achievers Felicitation Day Program at its meeting.
- **Evidence of Success:** Our College has started the best practice of Achievers’ Day celebration on which the various faculties, members of support staff and students are felicitated for their achievement.
- The students who bagged fourth prize in University Folk Dance Competition were felicitated by the institution.
- The girl students who bagged Fourth Rank in District Level Marathon Competition were felicitated by the institution.
- The faculty who have presented research papers in National and international Conferences held outside were felicitated by the institution
- The NSS Unit of the college was duly were felicitated by the institution for its noteworthy extension activities.
- The WDC unit of the college was duly were felicitated by the institution for its noteworthy extension activities.
- **Problems Encountered and Resources Required:** Problems encountered by the stakeholders such as domestic financial problems of the student stakeholders are solved by generating resources jointly by the College and Institution.

### ii) Best Practices – II

- **Title:** Providing nutritious food to selected girl students having nutritional deficiency.
- **Goal:** Create awareness of health among the girl students and their parents.
- **The Context:** Concerned girl students are from very poor families having no medical facility nearby their residence.

**\_ The Practice:** The organization of medical checkup camp is done throughout the duration of second accreditation. The nutritional food provision has been started from 2015-16.

**\_ Evidence of Success:** The total number of girl students having nutritional deficiency has been gradually reducing during in the course of time. Moreover, the concerned girl students as well as parents became aware of the importance of nutritious food.

**\_ Problems Encountered and Resources Required:** The financial problems encountered for this practice is solved through collection of funds from the esteemed institution and donors in the region.

## Annexure V

### Proposed Plan of IQAC

#### Year 2018-19

Sr. No.	Month	Name of the Programme	Department
<b>Skill Development Programme</b>			
01	September	Elocution Competition sponsored by Forum of Free Enterprises Mumbai	Economics
02	January	Wallpaper Competition on Illiteracy among Women	WDC
03	August	Poster Competition on the Occasion of Kranti Day	History
<b>Value Added Programmes</b>			
01	September	Guest Lecture on Celebration of Hindi Day	Dept. Of Hindi
02	August	Poster Competition on the Occasion of Kranti Day	Dept. Of History
03	July	Celebration of Social Justice Day	DLLE
04	January	Celebration of Social Justice Day	DLLE
<b>Gender Sensitization Programme</b>			

<b>01</b>	<b>September</b>	Awareness Programme on “Mazi Kanya Bhagyashri”	<b>DLLE</b>
<b>02</b>	<b>January</b>	Wallpaper Competition on Illiteracy among Women	<b>WDC</b>
<b>03</b>	<b>August</b>	Hemoglobin Check Up Camp jointly with Dervan Hospital	<b>WDC</b>
<b>04</b>	<b>January</b>	Health Check Up Camp for Students	<b>WDC</b>
<b>05</b>	<b>January</b>	Health Check Up Camp for Natives in the Vicinity	<b>WDC</b>
<b>06</b>	<b>September</b>	Awareness Programme on “Mazi Kanya Bhagyashri”	<b>DLLE</b>
<b>Extension Activities</b>			
01	December	Street play on Production of Organic Fertilizers for farmers in the adopted village	NSS
<b>02</b>	December	Street play on Save Water	NSS
<b>Environment Awareness Programme</b>			
<b>01</b>	<b>July</b>	Tree Plantation in the Campus of College/Adopted Area	<b>NSS</b>
<b>02</b>	During August to January	Rally & Guidance Lecture on Gramswachhata Abhiyan	<b>NSS</b>
<b>03</b>	December	Erection of Check Dam on the brooks floating through adopted village	<b>NSS</b>
<b>04</b>	December	Guest lecture on Environment Conservation for the farmers in the adopted village	
<b>Career Counseling Programme</b>			
01	August	Coaching for M.P.S.C. Exam	Competitive Exam. Centre
02	August	One Day Workshop on SEBI – Stock Market	Dept. of Commerce

03	February	Guidance Lecture on E-Commerce	Dept. of Commerce
04	January	Guidance Session on Importance of Translation from English into Regional Languages	Dept. of English

**Department of English**

01	August	One Day Orientation Workshop for students on English Speaking Course	
02	September	One Day Workshop on Introduction to English Literature	
03	February	Guest Lecture for T.Y.B.A. students	

**Department of Economics**

01	August	Elocution competition sponsored by A. D. Shroff Memorial Trust.	
02	December	Study Tour	

**Department of History**

01	September	One Day Workshop on Information & Communication	
02	August	Essay Writing Competition on Information & Communication	
03	January	Study Tour	

**Department Of Hindi**

01	December	Book Exhibition	
02	January	Guest lecturer for T.Y.B.A.students	

## Department of Marathi

01	February	Guest lecturer for T.Y.B.A. students	
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### 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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