ANNUAL QUALITY ASSURANCE REPORT

AQAR

2013-14

SUBMITTED TO

NAAC

BY

DEVCHAND COLLEGE, ARJUNNAGAR

SEPT 2014

<p align="center">Part – A</p>

1. Details of the Institution

1.1 Name of the Institution

> Devchand College

1.2 Address Line 1

> Arjunnagar

Address Line 2

> Taluka : Kagal

City/Town

> Arjunnagar (Via Nipani)

State

> Maharashtra

Pin Code

> 591237

Institution e-mail address

> principal@devchandcollege.org

Contact Nos.

> 08838220112

Name of the Head of the Institution:

> Dr. P. M. Herekar (In charge Principal))

Tel. No. with STD Code:

> 08338220112

Mobile:

> 09901573365

Name of the IQAC Co-ordinator:

> Dr. Prashant P.Shah

Mobile:

> 09373627119

IQAC e-mail address:

> iqacdevchand@gmail.com

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

10199

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 | EC/55/RAR/006 dated 27 -03-2011
of your institution's Accreditation Certificate)

1.5 Website address:

www.devchandcollege.org

Web-link of the AQAR | www.devchandcollege.org/2013-14%20AQAR%20for%20website.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	A	85.60	2004	5 years
2	2nd Cycle	B	2.89	2011	5 years
3	3rd Cycle				
4	4th Cycle				

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

02/01/2003

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

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 11-12   *submitted to NAAC on* 28/09/2012
  ii. AQAR_12-13   *submitted to NAAC on* 29/09/2013

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 | √ UGC | 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-financ ☐

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)* | Shivaji University , Kolhapur |

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 [9]

2.2 No. of Administrative/Technical staff [1]

2.3 No. of students [0]

2.4 No. of Management representatives [2]

2.5 No. of Alumni [1]

2. 6 No. of any other stakeholder and

community representatives [1]

2.7 No. of Employers/ Industrialists [0]

2.8 No. of other External Experts [0]

2.9 Total No. of members [14]

2.10 No. of IQAC meetings held   : [02]

2.11 No. of meetings with various stakeholders: No. | 11 | Faculty | 2 |

Non-Teaching Staff Students | | Alumni | 1 | Others | 8 |

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. | 0 | International | 0 | National | 0 | State | 0 | Institution Level | 0 |

(ii) Themes | -- |

2.14 Significant Activities and contributions made by IQAC

1. Planning of yearly activities and preparation of academic and administrative calendar
2. Targets given to the departments
3. Regular monitoring of action plan and performance
4. Interactions with teaching and nonteaching staff and management regarding quality assurance measures.
5. Academic audit by management
6. Brainstorming sessions of IQAC members for next year plan.
7. To start NSDC academic and professional skill oriented courses
8. To maximize computer literacy among students.
9. To make TCS training and placement a regular activity.
10. To sign MOUs with different agencies.
11. To reinforce placement activities
12. To improve sports and infrastructure facilities
13. To create ladies' staff room

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
1. Increase in the number of classrooms	1. 6 classrooms constructed
2. improvement in Drinking water facility	2. 3 water coolers and aqua guards
3. Allocate budget for research	3. –
4. Design mechanism to attain grievances	4. GR cell generated
5. Improved battery back up in auditorium	5. DONE
6. establish research committee to monitor and address issues of research	6. established research committee to monitor and address issues of research
7. Undertake academic audit	7. Done
8. Implement welfare schemes for teaching and nonteaching staff	8. Implemented
9. Organize national conferences	9. Organized 3national conferences
10. Organize extension programmes	10. Organized 20 extension programmes 7 by NSS, 3 by NCC and 7 by Swayamsiddha and N and Adventure club and 3 by lead college
11. Increase use of ICT	11. Increased use of ICT by providing new 2 ICT rooms and 2 labs
12. Evaluation of teachers by students	12. Feedback organised and reports circulated
13. Start self financed courses	13. COC in commerce
14. Arrange skill oriented programmes.	14. Computer skill oriented programmes organised

 * *Attached: Academic Calendar of the year 2014-15 as Annexure No. 1.*

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

 Management √   Syndicate ☐   Any other body √

 Provide the details of the action taken

> 1. Report verified
> 2. Targets designed
> 3. Proper follow up of progress

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	6			
PG	6		1	
UG	11			
PG Diploma	0			
Advanced Diploma	0			
Diploma	0			
Certificate	0	1	1	1
Others (M.Phil)	1			
Total				

Interdisciplinary	0			
Innovative	0			

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

Pattern	Number of programmes
Semester	√
Trimester	
Annual	

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

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

Attached: An analysis of the feedback for the year 2013-14 as the Annexure 2.

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

B.Sc.I , B.Com I, B.A I, M.com I and M.A.I syllabi have been revised

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

0

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
42	27	15	0	

2.2 No. of permanent faculty with Ph.D.   21

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
0	13	0	0	0	0	0	0	0	0

2.4 No. of Guest and Visiting faculty and Temporary faculty

0   8   34

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	4	39	22
Presented	12	31	0
Resource Persons	0	2	11

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

Introduced smart class room

2.7 Total No. of actual teaching days during this academic year   238

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

Provision of photo copy of answer-book on demand

2.9 No. of faculty members involved in curriculum
     restructuring/ revision/ syllabus development

3	1	3

     as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

81.22

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. III with all 3 yrs	144	18.05	47.91	18.75	00	84.72
B.Com III with all 3 yrs	89	6.74	41.57	39.32	00	87.64
B.Sc. III with all 3 yrs	99	28.28	55.55	14.14	00	97.98

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
     1. Resolution passed for 80% lectures by no dictation of notes in classrooms (25/10/2013)
     2. Review of syllabus and suggestions to BOS by every faculty
     3. Circulation of text books by faculty to students
     4. Periodical tests for at least 50 % syllabus
     5. At least 2 field visits for students
2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	10
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	1
Faculty exchange programme	2
Staff training conducted by the university	11
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
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	47	11	6	4
Technical Staff	0	1	0	1

Criterion – III

3. Research, Consultancy and Extension

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

1. Encouragement to attend the conferences, present papers, submit research projects, publish papers & books
2. Constitution of research committee to facilitate research
3. Helpline in submission of research proposals to different agencies

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	1	0	1
Outlay in Rs. Lakhs		5.86		93.5

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	4	0	6
Outlay in Rs. Lakhs		2,83,000	0	

3.4   Details on research publications

	International	National	Others
Peer Review Journals	3		
Non-Peer Review Journals	26	15	2
e-Journals		0	
Conference proceedings		5	

3.5 Details on Impact factor of publications:

Range 0.5 TO 9.997 Average 2.2 h-index 6 Nos. in SCOPUS 0

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.   3   Chapters in Edited Books   4

ii) Without ISBN No.   10

3.8 No. of University Departments receiving funds from :   Nil

UGC-SAP [ ]   CAS [ ]   DST-FIST [ ]

DPE [ ]   DBT Scheme/funds [ ]

3.9 For colleges : Nil   Autonomy [ ]   CPE [ ]   DBT Star Scheme [ ]

INSPIRE [ ]   CE [ ]   Any Other (specify) [ ]

3.10 Revenue generated through consultancy   1000

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number		3		3	0
Sponsoring agencies		UGC & ICSSR			

3.12 No. of faculty served as experts, chairpersons or resource persons   13

3.13 No. of collaborations   International   0   National   0   Any other   0

3.14 No. of linkages created during this year   0

3.15 Total budget for research for current year in lakhs : 00

From Funding agency   00   From Management of University/College   0

Total   00

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
0	-	-	-	03	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides   7
and students registered under them   12

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   1

3.21 No. of students Participated in NSS events:

University level   47   State level   127

National level   3   International level   0

3.22 No. of students participated in NCC events:

University level   7   State level   1

National level   0   International level   0

3.23 No. of Awards won in NSS:

University level   0   State level   1

National level   0   International level   0

3.24 No. of Awards won in NCC:

University level   0   State level   0

National level   1   International level   0

3.25 No. of Extension activities organized

University forum   3   College forum   7

NCC   3   NSS   7

NCC : blood donation, health check up, tree plantation

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

- National conference by NSS

- Blood donation camps

- Celebration of world peace day

<h1 style="text-align:center">Criterion – IV</h1>

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	45 acres			
Class rooms	31	6	UGC management	2500000 4000000
Laboratories	11			
Seminar Halls	2			
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	0	0		0
Value of the equipment purchased during the year (Rs. in Lakhs)	6.91331			
Others	0.42292			

4.2 Computerization of administration and library

100% both

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	17862	1112458	381	27508	18243	1139966
Reference Books	30686	2082674	237	49452	30923	2132126
e-Books	8000	5000	97000	5035	97000	10035
e-Journals	2200		6000		6000	
Journals	-	287767	44	18627		306394
Digital Database	48548	0	618			
CD & Video	35	8648			35	8648
Others (specify)	-					

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	51	25	17	10	10	12	10	
Added	3	02	No	No	No	1	No	
Total	54	27	17	10	10	13	10	

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

NSDC about 120 students- Internet in all the laboratories and the library

4.6 Amount spent on maintenance in lakhs :

   i) ICT | 0.20,200 |

   ii) Campus Infrastructure and facilities | 1.31300 |

   iii) Equipments | 0 |

   iv) Others | 0.42292 |

                          Total : | 1.93792 |

<p style="text-align:center"><strong style="color:magenta">Criterion – V</p>

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Made suggestions to the Management for strengthening student support services 2. Emphasized the importance of student support services in staff meetings 3. Notified about the various provisions available to the student community 4. Involved students in planning and execution of student support activities.

5.2 Efforts made by the institution for tracking the progression

1. All the Departments concerned in the college maintain students' profile and track their progression. 2. Alumni association used as a forum to collect information about past students

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1639	437	12	1(M.Phil)

   (b) No. of students outside the state | 1628 |

   (c) No. of international students | 0 |

No	%		No	%	
1053	50.64	Men	1026	49.35	Women

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1025	309	13	440 +SBC 33 + Minority 89	17	1921	1010	365	26	555	12	2079

Demand ratio 1.725   Dropout % (14.57)

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

1. Cell for entry into service
2. Career counseling and guidance
3. NET/SET coaching cell

No. of students beneficiaries   40

5.5 No. of students qualified in these examinations

NET   5   SET/SLET   7   GATE   2   CAT

IAS/IPS etc   State PSC   UPSC   Others   3

5.6 Details of student counselling and career guidance

1. Organized one day workshop in collaboration with Unique Academy Pune on 24/09/13
2. Participation in *Spardha Pariksha Sahitya Sammelan* held on 7/9/13 organized by study centre Kolhapur
3. Three lectures organized on career advancement

No. of students benefitted   147+ 17+90=254

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
7	150	79	nil

5.8 Details of gender sensitization programmes

Organized a lecture on adolescence problems "*Kali Umaltana*" by gynecologist on 14/10/13 number of students benefited =360

5.9 Students' Activities:

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

State/ University level   62   National level   9   International level   0

No. of students participated in cultural events

State/ University level   5   National level   18   International level   [ ]

5.9.2   No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level   6   National level   1   International level   0

Cultural: State/ University level   0   National level   0   International level   0

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	0	0
Financial support from government	399	1609951
Financial support from other sources	116	119400
Number of students who received International/ National recognitions	0	0

5.11   Student organised / initiatives

Fairs   : State/ University level | 0 | National level | 0 | International level | 0 |

Exhibition: State/ University level | 0 | National level | 0 | International level | 0 |

5.12   No. of social initiatives undertaken by the students | 0 |

5.13 Major grievances of students (if any) redressed: 2 girls to PSH committee
                                                          14 students' counseling cell

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

> **VISION STATEMENT:**
>
> We stand for the weak and deprived classes of the society; we cater to their educational needs at reasonable cost and transform their lives by providing them for higher education with par excellence!
>
> **Mission statements**:
>
> We shall work with total commitment and missionary zeal:
>
> - To accommodate even the student with ordinary merit to the courses for which they apply.
> - To conduct welfare and social, cultural, and environmental awareness programs for the weak and deprived classes of society.
> - To provide education at the fees decided by the University without accepting any extra amount as donations and also by offering special concessions for the economically backward class.
> - To minimize the obstacles in their way to HE.
> - To take special efforts for the overall development of the students.

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

> 1. New courses designed
> 2. Staff members involved in revision of syllabus
> 3. Suggestions submitted to university authorities

6.3.2 Teaching and Learning

1. Number of classrooms with computer & LCD projectors increased.
2. Encouraged and compelled faculty to prepare and use PPTs
3. Started using interactive board.
4. Use of e journals and e books for providing cuttings to students
5. Collection of PPTs and e notes by faculty

6.3.3 Examination and Evaluation

1. Unit tests conducted
2. Seminars conducted
3. Student projects undertaken

6.3.4 Research and Development

1. Encouraged for more research papers in journals & in proceedings of conferences
2. Facilitated the number of major & minor research project submitted to UGC

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Separate section for comp. Exams generated
2. Construction of 6 classrooms
3. Renovation of three cubicles
4. Purchased high-tech instruments for science departments and through research projects
5. Smart classroom and 2 more A-V rooms prepared

6.3.6 Human Resource Management

1. Staff training for spoken English
2. Staff gathering to improve work culture
3. Felicitation of retired faculty and staff

6.3.7 Faculty and Staff recruitment

1 peon, 1 assistant librarian, 2 Junior clerks, 2 lab. Assistant recruited

6.3.8 Industry Interaction / Collaboration

Visit to industries : chemistry, comm., electronics, sociology,

6.3.9   Admission of Students

- Sports and cultural quota in admission

6.4 Welfare schemes for

Teaching	Tea club
Non teaching	Patsanstha loan
Students	1. Student aid fund (35340) 2. Financial assistance through management trust

6.5 Total corpus fund generated

25,70,000

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	management
Administrative	no		yes	management

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

For UG Programmes   Yes [ ]   No √

For PG Programmes   Yes [ ]   No √

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

NA

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

NA

6.11 Activities and support from the Alumni Association

1. Four executive council meeting were held.
2. Two AGM were held during the year.
3. Members donated generously over 9000/- Rs. towards the cause of poor student's admission fees, purchase of text books & other educational material.
4. The resolution was passed to the effect that the a separate study room for girl students be constructed by collecting funds from the alumni & parents.

6.12 Activities and support from the Parent – Teacher Association

1. Four executive council meeting were held.
2. Two AGM were held during the year.
3. Dr. Sangavi has donated Rs.10,000/- for construction of girls' study room.

6.13 Development programmes for support staff

1. Provision of loan facility by *Patsanstha*
2. Workshop and counseling for orientation of nonteaching staff
3. Social gathering to improve work culture

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

1. Plantation and tree conservation day celebration
2. Proposal for Botanical garden
3. Awareness for Save water

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.

1. Design mechanism to attain grievances
2. Undertake academic audit

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

1. Increased the number of classrooms
2. Improvement in drinking water facility
3. Designed mechanism to attain grievances
4. Improved battery back up in auditorium
5. Established research committee to monitor and address issues of research
6. Undertaken academic audit
7. Implemented welfare schemes for teaching and nonteaching staff
8. Organized extension programmes
9. Increased use of ICT
10. Started self financed courses
11. Arranged skill oriented programmes.
12. Provided ramp for physically challenged students
13. Independent ladies' staff room and
14. dining space for students & staff
15. Boys' common room, principals' rest room

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

1. Brain storming sessions for bench marking

2. Student centric teaching through reduced dictation.

*Details are provided in annexure 3

7.4 Contribution to environmental awareness / protection

1. 'No vehicle day' celebrated
2. Eco-friendly modes of felicitation in functions
3. Nature adventure: Dr Deshpande slide show for environmental awareness
4. Terrace garden workshop by *Swayamsiddha*
5. Tobacco and mobile free campus
6. Sharing of vehicle for travelling by faculty

7.5 Whether environmental audit was conducted?   Yes   No

	√

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

Yes

*Details are provided in annexure 4

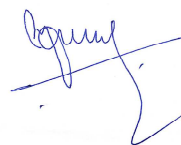8. **Plans of institution for next year**

1. Green audit committee to be formulated
2. Environmental audit to be conducted
3. Perusal for botanical garden
4. Nonconventional resources recommended for energy generation
5. Plan for water conservation
6. Awareness for vermi compost generation
7. To create green corner club
8. Tree plantation in campus
9. To establish geography laboratory
10. Construction of library building
11. Computer laboratory for skill oriented programmes
12. Establish video conferencing facility
13. Promotion of job oriented courses

Name Dr. Prashant P.Shah   *Name Dr. P.M.Herekar*

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

_____***_____

Annexure 1: Academic calenderer 14-15

Academic Calendar 2014-15

Sr.no.	TIME	Date (Probable)	Day	ACTIVITY	Venue
1.	12.00 noon	30/04/2014	Wednesday	Display of academic calendar	Staff NB
2.	05.00 p.m.	30/05/2014	Friday	Admission XII last date	Office
3.	05.00 p.m.	3/07/2014	Thursday	Admissions last date Part II,III	Office
4.	12.00 noon	11/06/2014	Wednesday	Display of time table all classes	Staff room, notice boards
5.	11.00 a.m.	12/06/2014	Thursday	Staff meeting no.1	A V Hall
6.	11 to 12noon	20/06/2014	Monday	IQAC meeting No. 1,	JSM office
7.	11.00 a.m.	11/06/2014	Wednesday	Classes start XII, Part II, III	Classrooms
8.	11.00 a.m.	24/06/2014	Tuesday	UGC committee meeting (1)	Principal's cabin
9.	11.00 a.m.	24/06/2014	Tuesday	Staff academy inauguration	A V Hall
10.	10.30 to 12.00	25/06/2014	Wednesday	IQAC meeting no.2	JSM office
11.	11.00 a.m.	15/07/2014	Tuesday	Notification of budget allocation	Circulation
12.	1.00 p.m.	17/07/2014	Thursday	Last date of submission of Result analysis	IQAC
13.	12.00 noon	21/07/2014	Monday	Display of revised time table	Staff room
14.	11.00 a.m.	12/08/2014	Tuesday	Youth festival preparatory meeting	Principal's cabin
15.	9.30 a.m.	15/08/2014	Friday	Inauguration of Avishkar	Open air Theater
16.	10.30 to 12.00	19/08/2014	Tuesday	Commerce association function	Silver jubilee hall
17.	10.30 to 12.00	23/08/2014	Saturday	History dept function	A V Hall
18.	10.30 to 12.00	26/08/2014	Tuesday	Economics dept function	A V Hall
19.	10.30 a.m.	05/09/2014	Friday	Purchase committee meeting 1	Principal's cabin
20.	10.30 to 12.00	17/09/2014	Wednesday	Hindi National Conference	A V Hall
21.	10.30 to 12.00	18/09/2014	Thursday	Chemistry National Conference	A V Hall
22.	10.30 to 12.00	19/09/2014	Friday	Biophysics National Conference	A V Hall
23.	10.30 to 12.00	20/09/2014	Saturday	NSS National Conference	A V Hall
24.	10.30 to 12.00	30/09/2014	Tuesday	Comp. exam function guest lecture	A V Hall
25.	10.30 to 12.00	29/09/2014	Monday	IQAC meeting no.3: Presentation of AQAR to staff	A-V room
26.	10.30 to 12.00	30/09/2014	Tuesday	Submission of AQAR to NAAC	IQAC room
27.	9.00 a.m.	1/10/2014	Wednesday	LMC meeting no.1	JSM office
28.	10.30 to 12.00	2/10/2014	Thursday	Swatchata Abhyasn	College Campus
29.	11.00 a.m.	8/10/2014	Wednesday	Cultural programmes function	Silver jubilee hall
30.	11.00 a.m.	17/10/2014	Friday	UGC committee meeting (2)	Principal's cabin
31.	11.15 to12.00	18/10/2014	Saturday	Staff meeting, portion completion term I	A V Hall

Devchand College Arjunnagar

No.	Time	Date	Day	Event	Venue
32	10.30 to 12.00	13-18/10/2014	1 week	Staff academy lecture series	AV Hall
33	10.30 to 1.30	12-30/11/14	2 weeks	Semester exam and Jr. college terminal exam	Classrooms,
34	11.15 to12.00	15/11/2014	Saturday	LMC meeting no.2	JSM office
35	11.15 to12.00	15/11/2014	Saturday	Purchase committee meeting no. 2	Principal's cabin
36	10.30 to 12.00	29/11/2014	Saturday	NCC day	AV Hall
37	10.30 to 12.00	03/12/2014	Wednesday	Cultural activity	Silver jubilee hall
38	10.30 to 12.00	12/12/2014	Friday	Lead college activity no. III	AV Hall
39	10.30 to 12.00	20/12/2014	Saturday	Nature & Adventure Club lecture	AV Hall
40	10.30 to 12.00	24/12/2014	Wednesday	Cultural activity	Silver jubilee hall
41	10.30 to 6.00	01/01/2015	Thursday	Elocution competition	Silver jubilee hall
42	10.30 to 6.00	23/01/2015	Friday, Saturday	Intercollegiate Elocution competition	Silver jubilee hall
43	11.00 to 3.00	06/01/2015	Tuesday	Annual social day	Open air theater
44	12.00 to 2.00	07/01/2015	Wednesday	Prize distribution sports	Open air theater
45	8.00 to 5.00	12-15/1/2015	Week	Feedback activities	Classrooms
46	10.30 to 12.00	20/01/2015	Tuesday	Cultural activity	Silver jubilee hall
47	10.30 to 12.00	28/01/2015	Wednesday	Cultural activity	Silver jubilee hall
48	10.30 to 12.00	30/01/2015	Friday	Communication skills & personality development	AV Hall
49	11.00 a.m.	3-5/02/2015	3 days	Staff sports: games	Gymkhana /ground
50	10.30 to 12.00	4/02/2015	Wednesday	Swayamsiddha lecture /demonstration	Silver jubilee hall
51	9.00 a.m.	06/02/2015	Friday	History dept function	AV Hall
52	10.30 to 12.00	7/02/2015	Saturday	Lead college lectures	AV Hall
53	11.15 to12.00	10/02/2015	Tuesday	Sociology function	AV Hall
54	10.30 to 12.00	11/02/2015	Wednesday	Literary association function	AV Hall
55	12.00	17/02/2015	Tuesday	Science association function	AV Hall
56	11.15 to12.00	10/03/2015	Tuesday	IQAC meeting no. 4	JSM office
57	11.15 to12.00	14/03/2015	Saturday	D. C. Shah Mem. Lecture series	Silver jubilee hall
58	11.00 a.m.	31/03/2015	Tuesday	Submission of portion completion & self appraisal	Principal's cabin
59	2.00 p.m.	01/04/2015	Wednesday	Personal file submission to IQAC	IQAC room
60	11.15 to12.00	30/04/2015	Thursday	Staff meeting	Silver jubilee hall

I/C Principal
30/04/2014

Annexure 2: Feedback analysis 13-14

DEVCHAND COLLEGE, ARJUNNAGAR

Tal. Kagal, Dist. Kolhapur

SUMMARY TABLE ABOUT ANALYSIS OF FEEDBACK

FOR TEACHING STAFF

For 2013-14

Arts Teachers

Sr. No.	Name of The Teacher	Code No.	Average Index Received For Question No. 1 to 20
1	Dr. S.S. RUPE	"TArt 1"	86.50
2	PROF. R M SALINKHE	"TArt 2"	88.63
3	PROF.A.L GADIWAD	"TArt3"	84.69
4	PROF. Mrs. A.S KAMBLE	"TArt 4"	83.80
5	Dr. A.B NADGAUDA	"TArt 5"	76.04
6	DR. R. S. MHOPARE	"TArt 6"	92.52
7	PROF. L. N. SHIKALGAR	"TArt 7"	84.12
8	PROF. P.B. SHILEDAR	"TArt 8"	93.06
9	PROF. S. T. NAIK	"TArt 9"	88.57
10	PROF. MRS. A. S. CHIKALIKAR	"TArt 10"	90.42
11	PROF. V. S. RENDALKAR	"TArt 11"	74.24
12	DR. A. S. MANIAR	"TArt 12"	88.02
13	DR. C. M. NAIK	"TArt 13"	89.31
14	PROF. MRS. S. A. JADHAV LIMKAR	"TArt 14"	89.04
15	DR. V.D. GAIKWAD	"TArt 15"	91.90
16	PROF. S.G. NHIVEKAR	"TArt 16"	88.94
17	PROF.MRS. A. S. KHOT	"TArt 17"	87.16
18	PROF. S.C.MANE	"TArt 18"	96.67
19	DR.S.S. PATIL	"TArt 19"	91.17
20	DR. S.B. YADAV	"Tart 20"	87.59
21	DR. R. A. WAINGADE	"Tart 21"	67.40

DEVCHAND COLLEGE, ARJUNNAGAR

Tal. Kagal, Dist. Kolhapur

SUMMARY TABLE ABOUT ANALYSIS OF FEEDBACK

FOR TEACHING STAFF

For 2013-14

Science Teachers

Sr. No.	Name of The Teacher	Code No.	Average Index Received For Question No. 1 to 22
1	Prof P. G. Chapkhane	"Tsc 1"	75.70
2	Dr. S. S. Desai	"Tsc 2"	85.25
3	Dr. S. D. Patil	"Tsc 3"	91.13
4	Dr. A. A. Ramteke	"Tsc 4"	73.69
5	Dr. L. P. Lanka	"Tsc 5"	91.84
6	Prof J. D. Patil	"Tsc 6"	72.89
7	Dr. P. D. Shirgave	"Tsc 7"	90.48
8	Dr. A. A. Wali	"Tsc 8"	82.51
9	Prof A. G Wandare	"Tsc 9"	92.11
10	Prof S. P. Chavan	"Tsc 10"	94.62
11	Prof A. B. Gurav	"Tsc 11"	92.90

DEVCHAND COLLEGE, ARJUNNAGAR

Tal. Kagal, Dist. Kolhapur

SUMMARY TABLE ABOUT ANALYSIS OF FEEDBACK

FOR TEACHING STAFF

For 2013-14

Commerce Teachers

Sr. No.	Name of The Teacher	Code No.	Average Index Received For Question No. 1 to 20
1	Dr. S. G. Mulik	T Com 1	75.99
2	Prof M. M Bagwan	T Com 2	78.22
3	Prof V. M. Kumbhar	T Com 3	87.34
4	Prof R. K. Divakar	T Com 4	88.72
5	Prof S. K. Powar	T Com 5	71.53
6	Dr. P. M. Herekar	T Com 6	86.77

Annexure 3: Best practices

Brainstorming Sessions for Benchmarking

Goal: To raise the institutional capabilities to higher levels so that the institution makes continuous improvement in Quality. For quality assurance we should have some tools and mechanisms as it is a conscious and planned process. Two such tools *brainstorming and benchmarking* are used properly to collect information and ideas from bottom to top level, plan and set in motion the action plan keeping an eye on the benchmarks.

The Context

Quality has become the defining element of higher education. NAAC proposes that every accredited institution establish an Internal Quality Assurance Cell (IQAC) as a post accreditation. IQAC is expected to activate the system and raise the institutional capabilities to higher levels so that the institution makes continuous improvement in quality.

Some tools and mechanisms to ensure quality that can be used by teams and individuals to interpret available data to derive maximum information are: process flowchart, graphs, Pareto analysis, fishbone diagram, scatter diagram, check sheets and control charts. There are five popular models of quality assurance: Baldrige criteria, ISO 9000-2000, Capability Maturity Model, Six Sigma and Total Quality Management. Similarly brainstorming and benchmarking mechanism tools can be used properly to collect information and ideas from bottom to top level and set in motion the action plan keeping an eye on the benchmarks to achieve the set goals. Such tools enable the IQAC for the Quality sustenance and enhancement as well.

The Practice

To collect information and ideas from bottom to top level, to plan plan and set in motion the action plan keeping an eye on the benchmarks requires following steps.

A) Study of the following :

a. **NAAC new methodology**
b. **New grading system formulated by NAAC**
c. Manual for Self- Study Affiliated Colleges
d. Format of AQAR
e. Revised Guidelines for the creation of the IQAC.
f. Analysis of Peer Team Report (strengths, weaknesses, suggestions & recommendations)

B) Brainstorming sessions at IQAC level

The IQAC has made strategic planning, studied Vision, Mission Statement, goals/Objectives etc and chalked out the long term strategic perspective plan for sustained growth, expansion, and quality enhancement and student satisfaction. This is transmitted down the organisation from level to level, in a systematic way to provide focus, clarity, direction and alignment. Systems have been improved at every point and continuous improvement is made. Policy Review is a mechanism has been adopted to check, evaluate, innovate and relearn.

The innovative practices and mechanisms are evolved by the IQAC, such as academic calendar, academic news letter, academic audit, student participation in various committees.

C) Brainstorming sessions at criterion level:

Different cells are formulated such as placement cell, counseling for girls and boys, grievances redressal cells for employees and students, remedial coaching, coaching for advanced learners, slow learners, cell for extension activities, research committee, website cell , nature and adventure club, staff welfare committee, etc.

Different associations are formed: Parent-Teacher Association, Alumni Association, Science Association, Social Sciences' Association, Literary Association, Commerce Association, etc.

Input formats have been circulated to support services, academic and administrative committees.

Presentations have been scheduled by criterion conveners to all staff for awareness, and expectations.

D) Brainstorming sessions at Department level:

Departmental files and personal file formats are generated and circulated. Departments are asked to keep updated stock register, meetings register, and alumni register. They are asked to plan and execute annual calendar of academic and co-curricular activities, time table, and future plans of the department.

E) Brainstorming sessions at Administrative level:

Enlisting of infrastructural facilities to be made available or required renovation, such as canteen, health centre, backup in computer laboratory, office automation hardware and software etc.

Meetings of various sections, departments, cells and committees were held for functioning and monitoring for expected output.

Some of the key aspects where benchmarking has been set are as follows:

Sr. no	Key aspects	Benchmark
1	Curricular design and development	Every staff member should contribute
2	Feedback on Curriculum	Feedback from UG & PG students should be taken
3	Innovative methods of learning experiences (use of ICT)	More number of PPTs, video should be used
4	Teacher quality	Improvement in qualifications
5	Facilities, FIP, encouragement to publication	Publications should reach up to 100
6	Physical Facilities	Increased number of classrooms & renovation, sufficient desks for students
7	Library as a learning resource	100% automation in library
8	Student activities	Participation of students in at least 5 committees

Evidence of Success

The success for one year is outlined as follows. Two members of the staff are actively involved in syllabus framing. Two new courses were designed. Feedback on curriculum from final year students was carried out. Total 26 out of 41 faculty members are actively using ICT facilities. Publications have been increased to 29 in international, 20 in national and 2 in regional journals. Similarly 12 and 31 papers were presented by faculty in international and national conferences respectively. Six class rooms were newly built and three have been renovated. 350 new benches were purchased. Automation of library has been completed. Student nominees were added in three committees.

Problems Encountered

1. To keep on motivating all the stake holders continuously becomes a difficult task.

2. All the stake holders are totally involved in their routine work and hence to manage their time for IQAC activity becomes difficult.

3. Proper monitoring of the system tests our patience.

Resources Required:

Recourses such as infrastructure required for IQAC are provided by the institution. Financial support of Rs. 3.00 lakhs have been sanctioned by UGC.

Contact Details

Name of the In charge Principal:	Dr. P.M. Herekar.
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Annexure 1: Academic calenderer 14-15

Annexure 2: Feedback analysis 13-14

Annexure 3: Best practices

Annexure 4: SWOT analysis

Student Centric Teaching Through Reduced Dictation

Goal: To make the experience of teaching and learning alive and active by reducing the extent of dictation of notes in classroom and utilizing the time for providing varied learning experiences.

The context :

It was a practice in some of our departments to utilize major time of the period allotted for the lecture for dictation of notes to the students to enable them for the examinations. However, it was a fruitful initiation of IQAC in view of the demerits of the routine practice which are mentioned as follows:

- Spoon feeding method paralyzing the students,
- Declining tendency of students to attend the classes, instead taking down notes from other classfellows,
- Increased and identified probability of encountering the problems in the stream of their achieving higher education,
- Less extent of syllabi completion,
- Hesitation of teachers to use modern and variety of Teaching methodologies,
- Lack of ICT thrust for teaching learning by both.

Hence to overcome the different demerits of the routine teaching experience, the student centric approach is found essential to be adopted. For this the various brainstorming sessions of the faculty were organized by IQAC through which the practice has been designed and implemented considering the following merits of the best practice.

- To keep students attentive during the class.
- To make the students to take down notes during the lecture.
- To attract the students to library to refer books for the preparation of notes.
- To train the students to be self sufficient to prepare notes.
- To provide more time from the lecture for explanation and simplification of the concept for effective learning and understanding.
- To expand the limits of the concepts beyond the frame of curriculum
- To make the faculty to apply variety of teaching methodologies.
- To encourage the students to get involved in the discussions and demonstrations.
- To inspire teachers for more preparation for the lectures.
- To utilize more time from the scheduled lectures to cover the curriculum in more effective way.
- To train the students for higher studies i.e the collection of more information from other resources than readymade notes dictated in classrooms.
- To expand the horizon of knowledge from collection of information to orientation to research.

The Practice:

- The decision regarding the introduction of the practice was taken in brainstorming sessions of discussions in IQAC. ( )
- The practice was introduced as a suggestion from IQAC in the group discussion of all the faculty members specially organized for the 'improvement in Teaching Learning experiences' by Staff academy of the College on   .
- Suggestions and opinions of all the members were taken into consideration.
- Every attendee expressed her/his views on the issue.
- The decision of introduction of this best practice was taken collectively in the same meeting.
- The decision was passed in the form of a resolution along with some other similar resolutions passed in favour of the improved teaching learning process.
- The resolution was signed and notified in the form of the notice in the staff room for information to all and implementation.
- The informal monitoring of the implementation has been done through the informal discussions with the students selected at random in their common rooms in the recess.
- The formal monitoring of the extent of implementation of the practice has been planned in the form of introducing framed questions in the feedback format to be collected from students as regular annual activity.
- The faculty will be informed for their progress in the matter and encouraged to proceed to zero dictation of notes in classroom.
- The practice is continued by felicitating the teachers who have implemented the practice to greater extent.
- Group discussion will be organized to discuss the merits and demerits of the practice and collection of suggestions for the improved implementation or modifications if any in the best practice.

Evidence of success:

The formal and informal evaluation of the extent of implementation has been carried out and the change in the extent of dictation by faculty has been evaluated statistically analyzing the answers given by the students in their frank and formal feedback. It was found that the increased number of faculty has implemented the best practice in their regular classroom teaching.

Problems encountered:

- The faculty senior enough to be resistant to any change hesitated to adopt the new practice.
- The teachers expressed the need of more preparation of the lectures.
- There is requirement of different teaching aids such as models, presentations, films and charts as well as A-V facilities in the classrooms.
- The students hesitated initially and expressed their concern about their preparation of examinations.

Resources required:

- Proper counseling of teachers and students for orientation of their mindset for the merits of the practice.
- Training to the teachers for effective use of A-V aids for the regular teaching.
- Instructions to the library staff for guiding students in the selection of reference books
- Reading room facilities to be consistent with the requirement of the students for taking notes by referring books.
- Purchasing of individual copies of text books personally by faculty for circulation to students on demand.
- Computer facility to faculty for preparation of powerpoint presentations and printed notes for circulation
- Printing facility for providing the notes print outs by faculty to students.
- Computer facility to students for transferring the presentations and soft copies by faculty and reading the same.

Notes optional:

The initial hesitation of the faculty and students both has been reduced and both have started enjoying the benefits of the practice. In short, the experience of teaching and learning has become very much alive and active.

Contact Details

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Annexure 4: SWOT analysis

SWOT analysis 2013-14

Institutional Strengths:
1. The college is 53 years old and is located in a sprawling campus with 46 acres of land with adequate buildings such as play fields, hostel for boys and girls, Principal's bungalow, rector's residence, waiting room for girls, indoor canteen, outdoor facility for cultural activities, and post office.
2. The science laboratories are adequately equipped. A recognized research laboratory is available for research.
3. The academic programmes at UG and PG level are well organized with good student-teacher interaction and inbuilt internal evaluation system along with remedial coaching to students who are academically challenged.
4. More than 90% students get scholarship from 18 different agencies.
5. The management is benevolent and proactive with keen desire to modernize the need-based academic programmes and resource generation.
6. The faculty not only presented their credentials in terms of their qualifications but also in research publications, books, participating in various conferences.
7. Internet facilities given to majority departments and the Language Lab with necessary manpower; and thereby enhance the computer literacy and communication skills among the students.
8. A fairly impressive culture of documentation of the activities of the college; an active IQAC and other bodies engaged in some extension/co-curricular activities.

Institutional Weaknesses:

1. In view of the college being 53 years old, many senior faculty have either retired or about to retire with CHB staff bearing the brunt of teaching schedule. This situation has arisen due to State Government ban on filling vacancies
2. ICT thrust is quite low, institutional efforts to provide computer literacy to the students who are mostly from poor/rural background requires more attention.
3. Library is in a congested structure.
4. Old infrastructure; some of the labs, hostels, furniture and others need a facelift and replacement.
5. Medium of instruction being largely in the regional language, low proficiency in English language hampering the communication skills and ultimately the confidence level of the students; some teachers also suffer this limitation.
6. There is water shortage in the campus which needs to be addressed.
7. The non-teaching staff though committed requires up-gradation of skills.

Institutional Challenges:

1. Accommodating the Junior college classes in the same building poses serious challenge on the expansion/diversification of academic programmes.
2. Locational challenge arising out of dry/rural/backward region; difficulty of attracting adequate number of students for the programmes in thrust areas if and when offered on self-financing mode, with higher fee structure.
3. Challenges in availing institutional/ industrial linkages and providing placement services because of the poor visibility of the institution, and the nature of the conventional programmes being offered.

Institutional Opportunities

1. Availability of adequate land on the campus provides scope for expansion/ diversification of academic programmes in newer/thrust areas, by construction of additional buildings and provision of the necessary infrastructure.
2. Opportunity for expanding the computer/ internet facilities and the Language Lab. with necessary manpower; and thereby enhance the computer literacy and communication skills among the students; more intensive use of these facilities could cover the entire student population of the college, with no exception.
3. With additional space/time/facilities, a good opportunity for offering several skill/ career enrichment short-term programmes, concurrently along with the present conventional programmes.
4. Opportunity for better image-building by establishing linkages with industries, NGOs and other bodies; by publicizing the consultancy expertise and testing facilities available in the college.
5. Scope for better serving of the local community by focused and sustained extension strategies by better targeting and strategy.

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