



**ANNUAL QUALITY ASSURANCE REPORT (AQAR)  
(2016-17)**

**Submitted to**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

(An Autonomous Institution of the University Grants Commission)

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

**Submitted By**

**Kanya Mahavidyalaya, Miraj**

Post Box. No. 29, Shivaji Road, Shivaji Nagar, Miraj.

Tal. Miraj Dist. Sangli (Maharashtra) 416 410

**December, 2018**

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

## PART – A

### I. Details of the Institution

1.1 Name of the Institution	Kanya Mahavidyalaya, Miraj Tal.Miraj Dist. Sangli
1.2 Address Line 1	Post Box. No. 29, Shivaji Raod, Shivaji Nagar, Miraj
Address Line 2	Tal. Miraj Dist. Sangli 416 410 (Maharashtra)
City/Town	Miraj
State	Maharashtra
Pin Code	416 410
Institution e-mail address	kanyamahavidyalayamiraj@gmail.com
Contact Nos.	0233/2223347
Name of the Head of the Institution:	Shri. Raju P. Zhadbuke
Tel. No. with STD Code:	0233-2223347
Mobile:	9890030606
Name of the IQAC Co-ordinator:	Mrs. M. U. Deshmukh
Mobile:	9423258001
IQAC e-mail address:	principalrzadbuke@gmail.com
1.3 NAAC Track ID	MHCOGN 11263
1.4 NAAC Executive Committee No. & Date:	EC – 32/257
1.5 Website address:	www.kmmiraj.org

Web-link of the AQAR: <http://www.kmmiraj.org/img/pdf/Internal%20Quality%20Assurance%20Cell%20Committee.pdf>

### 1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C +	67	2004	2009

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/07/2002

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

2016-17

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)

ii. 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*)

Shivaji University, Kolhapur

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

Autonomy by State/Central Govt. / University	No		
University with Potential for Excellence	No	UGC-CPE	No
DST Star Scheme	No	UGC-CE	No
UGC-Special Assistance Programme	Yes	DST-FIST	Yes
UGC-Innovative PG programmes	Yes	Any other ( <i>Specify</i> )	No
UGC-COP Programmes	Yes		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	05		
2.2 No. of Administrative/Technical staff	02		
2.3 No. of students	01		
2.4 No. of Management representatives	01		
2.5 No. of Alumni	01		
2.6 No. of any other stakeholder and community representatives	....		
2.7 No. of Employers/ Industrialists	01		
2.8 No. of other External Experts	01		
2.9 Total No. of members	12		
2.10 No. of IQAC meetings held	04		
2.11 No. of meetings with various stakeholders:	No.	07	Faculty 03
	Non-Teaching Staff	02	Alumni 02
	Students		Others ....
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>	No. <input checked="" type="checkbox"/>
	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.	05						
International	....	National	....	State	....	Institution Level	05

(ii) Themes

* Act Against Sexual Harassment of Women at Work	* Professional Skills of Marathi Language and Job Opportunities
* Economic Literacy *Personality Development	* NET/SET Exam Preparation

## 2.14 Significant Activities and contributions made by IQAC

- IQAC designs academic calendar and follows the track and supports the staff to fulfil it.
- IQAC motivates the teachers to organise guest lectures of experts is from different areas.
- IQAC organises training programmes for the staff and students at college level.
- IQAC motivates concerned departments to organise lectures, workshops on women empowerment.

## 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
To organise Lead College activities	Two lead college workshop were organised
To organise workshops and training programmes for college students	Organised two workshop on 'Act Against Sexual Harassment of Women at Work' and 'Preparation of NET/SET Examination'
To organise various guest lectures on different topics	We invited distinguished guests to deliver lectures on different topics.
To organise Intercollegiate Elocution Competition	Successfully organised Intercollegiate Elocution Competitions on 12 February 2017.
To motivate the faculty for research participation in National, International Conferences and Seminars.	Total 22 research papers were presented by faculty. 5 papers published in International, National Journal.
To organise various Annual Competitions	Successfully organised various Annual Competitions for college students.
To organise college level Annual Sports Competitions	Successfully organised Annual Sports Competitions on dated
To organise Yoga training camp	10 days Yoga Training Camp for our College students was organised in duration of 21 <sup>st</sup> June to 29 <sup>th</sup> June 2016.

\* Attach the Academic Calendar of the year as 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

AQAR of 2016-17 was placed in the Management body of our college. Our Management body sanctioned AQAR of 2016-17. After observing the report of 2016-17 a few suggestions regarding a focus on participation of Avishkar research competitions, Skill based programme, improving competitive examination cell and tree plantation were given to the college. We promised to implement their suggestions for the next academic year.



**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
Ph. D	...	...	...	...
PG	02	...	...	...
UG	07	...	...	...
PG Diploma	...	...	...	...
Advanced Diploma	...	...	...	...
Diploma	...	...	...	...
Certificate	02	...	...	02
Others	...	...	...	...
<b>Total</b>	11	...	...	02
Interdisciplinary	...	...	...	...
Innovative	...	...	...	...

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

Pattern	Number of programmes	
	UG	PG
Semester	07	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.

Syllabi of all subjects are updated by Shivaji University, Kolhapur, which meets the requirements of students. BOS (Board of Study) members of our teaching staff help to frame the syllabus. Our faculty also participates in various syllabus restructuring workshops conducted by various colleges.

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

.....
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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
15	07	08	0	0

2.2 No. of permanent faculty with Ph.D.

05
----

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
...	07	...	....	...	...	...	...	...	07

2.4 No. of Guest and Visiting faculty and Temporary faculty

03
----

05
----

15
----

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	0	06	04
Presented papers	09	09	04
Resource Persons	0	0	0

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

- In classroom teaching, we adopt various methods along with lecture method are group discussions, role play, case studies, use of ICT, etc.
- We organize the bank visits, industrial visits, study tours to enhance the practical knowledge of the students.
- We encourage our staff for different training programmes such as refresher courses, orientation programmes, short-term courses, etc.
- Students are also encouraged to participate in various conferences, workshops and seminars.
- The teachers participate in various conferences, seminars and work-shops and also present their research papers and the knowledge is ultimately utilized in teaching-learning process.

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

242

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

Open Book, Bar Coding  
Photocopy, Test

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

...

...

...

2.10 Average percentage of attendance of students

79.03

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	161	28	70	50	03	93.78
B. Com III	139	12	53	36	...	72.66
M.A. II	09	01	03	03	...	77.77
M. Com II	30	09	08	01	...	60.00

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

- IQAC with the help of the staff designs yearly academic plan as well as paper wise syllabus plans are designed and at the end of the term completion reports are submitted.
- IQAC motivates the teachers to organise various academic lectures of experts which helps to enrich students' academic potential.
- CR meeting are held occasionally to get the feedback/suggestions of teaching, learning process.
- At the end of the year feedback forms are taken from the stake holders which help us to improve the academic performers.
- Teachers are encouraged to design value based courses.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

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	17	06	0	0
Technical Staff	0	0	0	0

## Criterion – III

### 3. Research, Consultancy and Extension

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

- 1) IQAC recommended for the introduction of P. G. Courses like M. A. Marathi & M. A. Hindi.
- 2) Two teachers have been doing Ph.D.in their respective subjects.
- 3) Different workshops for teachers and students are conducted time to time.
4. Students are motivated to participate in Avishkar Research Competition.
5. Different workshops for students are conducted under Lead College Scheme.
6. Computer Lab is made available for the Research Scholars.
7. Research & Plagiarism Committee is formed at college level.
8. Mandatory Projects of M. Com. II students are guided time to time.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	01	-
Non-Peer Review Journals	01	01	-
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	0	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0
Students research projects <i>(other than compulsory by the University)</i>	0	0	0	0
Any other(Specify)	0	0	0	0
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

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)

(N.S.S./N.C.C. & Sports Dept.)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	0	0	0	0	0

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	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	0	0	0	0	0	0

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

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

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

JRF                                            SRF                                            Project Fellows                                            Any other                     

3.21 No. of Students Participated in NSS events:

University level                                            State level                     

National level                                            International level

3.22 No. of Students participated in NCC events:

University level	15	State level	12
National level	03	International level	0

3.23 No. of Awards won in NSS:

University level	0	State level	0
National level	0	International level	0

3.24 No. of Awards won in NCC:

University level	0	State level	0
National level	2	International level	0

3.25 No. of Extension activities organized

University forum	0	College forum	0		
NCC	0	NSS	5	Any other	7

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

- Tree Plantation Programme at Dandoba Hill
- Cleanliness under Swachha Bharat Abhiyan at Miraj S.T.Depot Campus
- Rakshabandhan Celebration at Miraj S.T.Depot Campus.
- Awareness Rally for Voters.
- Awareness Rally on Literacy Day.
- N.S.S. Special Camp at Adopted village – Kanandwadi
- Guest lectures arranged by various departments
- Celebration of Rashtrapita Mahatma Gandhi Jayanti
- Tree plantation at college campus and adopted village Kanadwadi



## 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	5140 sq. m	...	...	5140 sq. m
Class rooms	13	...	Management	13
Computer Lab	01	00	UGC	01
Seminar Halls/Auditorium	01	...	UGC	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	...	...	...	...
Value of the equipment purchased during the year (Rs. in Lakhs)	...	...	...	...
Others : 1.College Canteen	83.25 Sq. feet	...	Management	83.25 Sq. feet
2. Student Consumer Stores	23.94 Sq. feet			23.94 Sq. feet

#### 4.2 Computerization of administration and library

<ul style="list-style-type: none"> <li>• College Administration has been fully computerized.</li> <li>• Notifications are given through e-mails, e-SMS and use of social network</li> <li>• Annual accounts, financial statements, salaries received from the government, Provident fund, Arrear bills (excel format), Income Tax have been computerized through administrative office</li> <li>• Latest software have been installed to run the administration in a proper manner. We have installed 'Biyani Software' for office administration.</li> <li>• List of students appearing for examinations are transferred through MKCL to the Examination Office.</li> <li>• Tasks executed through internet.</li> <li>• Examiner selection and Hall Tickets are computerized.</li> <li>• Online declaration of results by the university, queries from students can reach to the Controller of Examination Office through Email.</li> <li>• The central library of our college has also been computerized. Under INFLIBNET. More than 5000 E-journals have been made available on N list.</li> </ul>
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#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	15212	20,92,810.00	354	94,445.00	15566	21,87,255.00
e-Books	...	...	...	...	...	...
Journals	38	22,934	43	26,081.00	81	49,015.00
e-Journals		10,000.00		11,500.00		21,500.00
Digital Database	...	...	...	...	...	...
CD & Video	46	Donate	10	Donate	56	Donate
Newspapers	13	18,126.00	...	19,136.00	13	37,262.00
Others (Bound, Vol. Maps, Thesis)	175	...	...	...	175	...

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart- ments	Others
Existing	34	01	34	01	01	01	05	0
Added	0	0	0	0	0	0	0	0
Total	34	01	34	01	01	01	05	0

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

A computer lab with 27 numbers of computers with internet access is available for teachers and students. A computer lab is upgraded and modified whenever it is necessary.

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

i) ICT	0.89
ii) Campus Infrastructure and facilities	22.75
iii) Equipments	....
iv) Others	0.37
<b>Total :</b>	<b>24.07</b>

## **Criterion – V**

### **5. Student Support and Progression**

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

- IQAC Creates awareness about student support services rendering information through:
  1. Notice Board
  2. College prospectus
  3. SMS facility
  4. Notice in the classroom
  5. Common announcement through mike system
  6. Postal corresponds
  7. Parents meet
  8. Visit to Students' home
  9. Through Landline/Mobile
  10. Personal Contact
- In the opening of the academic year our college principal and teachers deliver lecture to the First Year Degree students to give information regarding student support services.
- Motivated to participate in sports activities on home ground like Kho-Kho, Kabaddi, Handball, Baseball, Athletics etc.
- Personal guidance on curricular, co-curricular as well as extra-curricular matters was given to students through mentoring.
- IQAC also motivated students to participate in Teachers Day Programme.

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

- We invited distinguished guests to deliver lectures on different topics.
- We organised student seminar for tracking the progression of students.
- All students' projects were successfully completed under the guidance of concerned teachers.
- In the academic year we organised various competitions such as elocution, debate, quiz competition, Singing etc.
- In order to enrich academic environment, we organised competitive exam tests of our students.
- Meritorious students were given prizes by teaching staff.
- Oral tests of different subjects are conducted to develop the communication skills of the students.
- Career Guidance and counselling cell

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others (Y.C.M.Open University Study Center)
1100	137	...	789

(b) No. of students outside the state 35

(c) No. of international students Nil

No	%
...	...

Men

No	%
100	%

Women

Programme	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
UG	934	249	02	391	...	1576	618	184	01	297	...	1100
PG	71	13	00	27	...	111	86	22	00	29	...	137

Demand ratio = Nil

Dropout % = 12.002

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

- Competitive Exam Cell is active and functional in our college. This cell guides our students by organizing guest lectures of various eminent experts.
- Competitive Exam practice test series is organised for the students.
- Books are made available separately in the competitive exam cell for the students and teachers.

No. of students beneficiaries 48

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

NET	<input type="text" value="0"/>	SET/SLET	<input type="text" value="0"/>	GATE	<input type="text" value="0"/>	CAT	<input type="text" value="0"/>
IAS/IPS etc	<input type="text" value="0"/>	State PSC	<input type="text" value="0"/>	UPSC	<input type="text" value="0"/>	Others	<input type="text" value="2"/>

### 5.6 Details of student counselling and career guidance

Department of Psychology provides counselling for the students and teachers of our college. Issues like stress management, study skills, examination anxiety, goal setting etc. The career guidance is also provided to them.

No. of students benefitted

113

### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

### 5.8 Details of gender sensitization programmes

- Functional NCC unit is active in our college. Girl students motivated for the participation in NCC Unit. Total 50 girls actively participated in NCC.
- Guest lecture organise on ‘Women Security and Related Lows’ for students.
- Organised awareness programme on ‘
- We celebrate Women’s Day on 08/03/2017.
- Under the guidance of Nirbhaya Pathak we organized counselling programme. In this programme our girl students had a free dialogue with women constable. They tried to remove fear and pressure of girl students.
- Department of psychology organised open discussion on the topic ‘Selection of Marriage Partner and Marital Adjustment’ for all girl students.
- Our students participated in Kho Kho, Handball, Football, Athletics, Chess, taekwondo etc. Games at college and University level.

## 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	11	20,575
Financial support from government	333	11,93,210.00
Financial support from other sources (Meritorious Awards from institution)	39	13005.00
Number of students who received International/ National recognitions	0	0

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: No

## Criterion – VI

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

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

Mission :

We dedicate to the cause of the comprehensive personality of our women students and teach them to the cause of social upliftment by providing them with the excellent in the academic and ethical education.

Goals :

1. Providing students with appropriate academic and moral education that would enable them to encounter successfully the challenges of the modern-millennium.
2. Making students self-confident and economically self-reliant by exposing them to the problems of present socio-economic environment.
3. Inculcating in students the values of gender equality and the scientific attitude that would help them to mould the future generation of the society.

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

Yes, our institution has Management Information System. The Abhinav Shikshan Mandal, Miraj is a management body of this college. Our college principal day to day communicates with the secretary of our management regarding routine work and major decisions.

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

##### 6.3.1 Curriculum Development

As per the statute of Shivaji University, Kolhapur, the curriculum is framed by Board of Studies (BOS) of University. Our 02 teachers participate in revised syllabus training workshop organised through Shivaji University, Kolhapur. An effective assessment of the current curriculum is done through feedback obtained from faculty, students, subject experts and alumni.

##### 6.3.2 Teaching and Learning

- We have prepared and followed annual teaching plan.
- Faculties are encouraged to update their knowledge by participating and sharing their views in conferences, seminars, short term courses and workshops.

- Conducted industrial visits, Bank visits, study tours etc. and done by various projects by students.
- We organised student seminar, group discussion, open book test, surprize test, project work.
- Every teacher maintain teaching diary.
- Follow mentor – mentee scheme
- We had focus to promote innovative and skill based teaching methodologies.
- Teachers use interactive and direct method with the students while teaching in the classrooms

### 6.3.3 Examination and Evaluation

- The college has conducted semester examinations as per the directions by Shivaji University, Kolhapur.
- The college has effective mechanisms in place to ensure transparency in examination and evaluation process.
- As per University norms, the college established Central Assessment Programme (CAP) of 1<sup>st</sup> year degree students.
- We successfully conducted Central Assessment Programme (CAP) of B.A. II & III year semester examination.
- The college faculty involved in University examinations paper setting, paper assessment, paper moderation time to time.
- The evaluations of PG exam have been done on the basis of credit system.
- For the internal evaluation the college has conducted unit tests, open book test, surprise test etc. The faculty evaluates these papers and student counselling is carried out for academically poor students.

### 6.3.4 Research and Development

- The management and principal motivate and encourage developing to research among faculty and postgraduate students.
- 02 faculty members have been doing Ph.D. in different subjects.
- The faculty have participated in various conferences, seminars and presented research papers.
- The faculty have published research papers in various reputed ISSN, ISBN Journals.
- Motivate the Postgraduate students to do research project.



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

- For Development and enrichment of our central library, institute provides fund by purchasing of books, journals, magazines and e-depository items from college grants.
- Library is computerised. There are 2 computers with internet access. These computers are equipped with software's.
- The Reading room facility is made available for all students and faculty.
- Total 15566 text and reference books are made available in Library. Library also provides newspapers, magazines and periodicals.
- The staff and students have access to technology and information retrieval on current and relevant issues.
- The ICT facility is available in the institution for academic and administrative process.
- Total 24 computers made available with internet access in computer lab.
- The physical requirement of the college is taken care by the College Development Committee under the guidance of the Management.
- Consumer Store, Canteen and Parking Facility is available in the college campus.

### 6.3.6 Human Resource Management

- The college has established statutory and non-statutory committees for academic and administrative purposes. These committees work under the guidance of principal and assisted by chairman and members of the committee.
- The institute operates feedback mechanism from students, teachers and alumni.
- In the beginning of the academic year principal distributes college level committees and IQAC done by academic calendar.
- All curricular, co-curricular and extracurricular activities have been done under the IQAC .
- Organise alumni meeting and get support and suggestions from them.
- The institute develops student's leadership through NCC, NSS and Sports.

### 6.3.7 Faculty and Staff Recruitment

- Our regular staff of teaching and non-teaching is appointed as per the statutes of State Government, UGC and Shivaji University, Kolhapur.
- As per Norms of UGC, Advertisements inviting prescribed applications from eligible candidates are published in leading newspapers, University News and [www.unishivaji.ac.in](http://www.unishivaji.ac.in). Then eligible are

applicants called for an interview. In the recruitment process the government rules and procedure is followed strictly.

- Our management did not appoint any regular staff of teaching and non-teaching in the academic year 2016-17

### 6.3.8 Industry Interaction / Collaboration

- Visited to CI MRD Institute with 10 students of B. Com III for Job Fair on 9<sup>th</sup> & 10<sup>th</sup> Feb 2017.

### 6.3.9 Admission of Students

- The admission process in our college is purely transparent and objective.
- After the declaration of Maharashtra State Board of Higher Education and University result, the college starts admission process.
- The prospectus gives details of eligibility, norms for admission. It is given to the applicants along with the application form.
- The category wise and merit wise admissions are given as per merit list made by committee by following university and state government reservation rules and policies.

## 6.4 Welfare schemes for

Teaching	<ul style="list-style-type: none"> <li>• Sometimes flexi-timings provided for medical reasons</li> <li>• Maternity leave is sanctioned for ladies staff.</li> <li>• Provide registration fees of faculty for attending conferences, workshop and seminars.</li> <li>• Appreciated and felicitated of any achievement.</li> </ul>
Non-teaching	<ul style="list-style-type: none"> <li>• Provided uniforms from college expenses</li> <li>• Non-teaching staff involved extra duties on holiday</li> <li>• Appreciated and felicitated of any achievement.</li> </ul>
Students	<ul style="list-style-type: none"> <li>• Economically poor students are provided a facility to pay their fees in two instalments</li> <li>• Help offered for Students aid fund (S. A. Fund) for economically poor students</li> <li>• Financial help is provided to needy students by teaching staff</li> <li>• Provide computer lab facility with internet facility.</li> <li>• Prize are give to meritorious students by teaching staff</li> <li>• Department of Psychology to provide students counselling and career guidance to enhance their employability.</li> </ul>

6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done

Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	Yes	Yes
Administrative	No	No	Yes	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?

Shivaji University, Kolhapur has introduced online system of question papers. Our college has separate Central Assessment Programme Centre for 1<sup>st</sup> year examinations. At present University conduct semester pattern for all UG and PG examinations.

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

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6.11 Activities and support from the Alumni Association

Our college organise alumni meetings time to time. We invite them for the functions like Prize Distribution, College Annual Gathering etc. It is a good opportunity for us to have an interaction with them. The alumni of our college contribute by providing their expertise. Some alumni are invited as a resource person to deliver a lecture. Some alumni adopted economically poor student for 1 year and provide all necessary educational material.

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

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#### 6.13 Development programmes for support staff

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|---|
| <ul style="list-style-type: none"><li>• Promoting participate different workshops organised by university and various colleges.</li><li>• Promoting teaching faculty for orientation and refreshers.</li><li>• Promoting faculty for quality improvement.</li></ul> |
|---|

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

- |  |
|--|
| <ul style="list-style-type: none"><li>• Frequent cleaning of campus through all college students by help of NSS and NCC unit.</li><li>• Tree planation for green campus</li><li>• Pot plantation</li><li>• There is active participation of our management secretary in maintaining eco-friendly campus.</li><li>• College has planned for Rainwater Harvesting.</li></ul> |
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### **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.

- |   |
|---|
| <ul style="list-style-type: none"><li>• Organise 10 days Yoga Training Camp</li><li>• Celebrated Women’s Day</li><li>• Organised lectures on Women Empowerment and Lows.</li><li>• Organised Educational Literacy Rally on 6<sup>th</sup> September 2016.</li><li>• Celebrated Rakshabandhan Festival with S.T. Bus stand employees.</li><li>• Teachers and students of our college participated in environment cleanness programme</li></ul> |
|---|

- Organised 7 days special NSS camp at Kanadvadi village for increasing extension activities.
- Active participation of NCC and NSS students in social activities.
- Participated students and teachers actively in Sadbhavana Rally under the implementation of National Voter Awareness Programme.
- Extensive use of ICT
- Cultural department conducted student centric activities like elocution competition, Rangoli competition, Singing Competition etc.
- Wallpaper presentation

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

- As per our plan tree plantation of college campus, Dandoba Hill and Kanadvadi village was done successfully.
- One day workshop on Women Sexual Harassment, Prevention act 2013 was organised on 23 Feb 2017.
- Organised workshop on Personality Development on 2 August 2016
- Successfully organised 10 days Yaga Camp.
- Two one day workshops were organised under the lead college scheme.
- Annual college magazine 'Abhinav' is published in time.
- Continuation of MPSC classes
- Released Sukanya Wall papers on various topics
- A number of faculties actively participated in seminar, conferences, workshops and presented research papers
- Organised college level annual sport competition
- We celebrated Welcome Day, Republic Day, Teachers Day, Yaga Day, Gurupornima, Childrens Day, Hindi Day, Mental Health Day, Marathi Rajbhasha Din, Vachan Prerana Din, Sankrit Day, NSS Day, Intercollegiate elocution competition, Birth and death anniversaries of national leaders, Sadbhavana Rally, Sadi Day, Mahahadaga, Rakshabandhan, Womens Day and Sports Day in this year.
- We organised 7 Days NSS Special Camp at village Kanadvadi, 10 days Yoga training camp, Intercollegiate Elocution Competition, Sports Week, Vardhapan Din, Annual Prize

Distribution and Gathering.

- One day workshop on NET-SET Preparation for M.A/M.Com students was organised on 27<sup>th</sup> February 2017.
- Department-wise study tours and field visits were organised.
- Feedback mechanism is implemented.

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

- Matoshri Purskar
- Shri. Arvindrao Marathe Inter-collegiate Elocution Competitions

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

7.4 Contribution to environmental awareness / protection

- Conducted socio-economic survey in the village of Kanadwadi
- Tree plantation at Dandoba Hill, College campus and Kanadwadi village.
- Participated in environment awareness rallies
- Organization of guest lecture on “Environment and Human life”.

7.5 Whether environmental audit was conducted?

Yes

No

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

Strengths:

- Muslim, Rural, Working Class students
- NCC Unit for only girls
- Good infrastructure
- Best performance in sports
- Computer lab with internet facility
- Good academic results – Rankers, Scholarships
- Gymkhana with fully equipment

- Competitive Examination Coaching Center
- College under 2 (f) and 12 (b)
- Study center of Yashwantrao Chavan Maharashtra Open University, Nashik (Y.C.M.O.U).
- NSS and NCC are best support services
- The department of English, Marathi, Hindi, Economics and Commerce are strong departments, while P.G. departments are having good potential. Good record of rankers.
- Course of Interview Techniques

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#### Weaknesses:

- Ratio of Refreshers, Faculty Enhance Programme, Major and Minor research project is not satisfactory.
- Number of functional MoU, Collaboration and linkages is not satisfactory.
- The Center of Competitive Examination needs to be improved.
- The cultural department is needs to be strengthened.

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#### Opportunities:

- To introduce skill development courses
- To increase the student strength of Competitive Examination Coaching Class
- To register alumni association
- To motivate the M.A., M.Com students for facing the NET-SET examination.
- To establish Career Guidance and Counselling Centre separately.

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#### Challenges to the College/ Threats:

- To increase extra-curricular activities
- To maintain the standard in higher education
- Library can be fully computerised
- To develop the research work by faculty and students
- To create and maintain good infrastructure

- Challenge of innovative teaching and skill development education
- To start skill based short term courses
- Challenge of motivating students to placement
- Challenge of upgrade college website

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

- Construction of New Class Rooms
- To introduce a systematic feedback system for college development
- To promote students for placement
- To organise workshops on different subjects
- To organise department-wise study tours
- To participate with full preparation in Youth Festival
- To motivate students and teachers to prepare research papers with in their respective subjects
- To motivate the students to participate in social issues and awareness programmes
- To participate and take efforts to achieve success in Avishkar Research Festival of Shivaji University, Kolhapur.
- To create an awareness under environment conservation through different environmental activities
- Organise NSS special camp in the month of December
- Organise College Annual Gathering and prize distribution ceremony in the month of January
- To implement innovative method in teaching and learning process
- To celebrate birth and death anniversaries of national leaders and great personalities as well as different festivals
- To arrange guest lectures for students on various subjects
- Organise inter-collegiate Elocution Completions on 12 February 2018
- To organise annual sports competitions at college level
- To organise 10 days Yoga Training Camp



- To display wallpapers, arrange group discussions
- Plan to establish Career Guidance and Counselling Cell separately
- Tree plantation of different areas

*Name Mrs. Madhuri U. Deshmukh*

*Name Shri. Raju P. Zhadbuke*

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*Signature of the Coordinator, IQAC*

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*Signature of the Chairperson, IQAC*

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Abhinav Shikshan Mandal's  
**Kanya Mahavidyalaya, Miraj**  
**Academic Calendar 2016-17**

<b>First Term</b> : 15/06/2016 to 27/10/2016			
<b>Diwali Vacation</b> : 28/10/2016 to 17/11/2016			
<b>Second Term</b> : 18/11/2016 to 28/04/2017			
June	July	August	September
<ul style="list-style-type: none"> <li>➤ Commencement of first term</li> <li>➤ Commencement of Admissions</li> <li>➤ Staff Meeting/ I.Q.A.C. Meeting</li> <li>➤ International Yoga Day (21<sup>st</sup> June)</li> <li>➤ 10 Days Yoga Training Camp (21<sup>st</sup> to 29<sup>th</sup> June)</li> <li>➤ Chatrapati Shahu Jayanti (26 June)</li> </ul>	<ul style="list-style-type: none"> <li>➤ Classroom teaching being with provisional time table</li> <li>➤ Submission of Annual teaching Plans</li> <li>➤ Guru Purnima</li> <li>➤ Tree plantation at Kanadwadi village</li> <li>➤ Lecture on Kulguru Kalidas</li> <li>➤ Lokmanya Tilak Jayanti (23 July)</li> <li>➤ Lecture on Indian Monetary system</li> <li>➤ Educational Tour</li> </ul>	<ul style="list-style-type: none"> <li>➤ Classroom teaching being with final time table</li> <li>➤ Annabhau Sathe Jayanti (1 Aug)</li> <li>➤ Elocution competitions on Lokmanya Tilak and Annabhau Sathe</li> <li>➤ Left hander Day</li> <li>➤ Independence Day</li> <li>➤ Rakshabandhan with Miraj Bus Stand drivers &amp; conductors</li> <li>➤ Sadbhavana Din rally</li> <li>➤ National Sports Day</li> </ul>	<ul style="list-style-type: none"> <li>➤ Selection of teams and individual for Zonal and Inter zonal Sports Competitions</li> <li>➤ Teachers Day</li> <li>➤ Preparation of Youth festival activities</li> <li>➤ Literacy Day rally</li> <li>➤ College Anniversary Day</li> <li>➤ Cleanliness of college campus</li> <li>➤ Hindi day</li> <li>➤ Hindi Dept. Wallpaper</li> <li>➤ N.S.S. Day</li> <li>➤ Lecture on Women Safety</li> </ul>
October	November	December	January
<ul style="list-style-type: none"> <li>➤ Unit tests</li> <li>➤ Gandhi Jayanti &amp; Cleanliness Program</li> <li>➤ Hadaga, Sari Day</li> <li>➤ Mental Health day</li> <li>➤ Psychology Dept. Wallpaper</li> <li>➤ Reading Inspiration Day</li> <li>➤ Field Visits</li> <li>➤ Seminar of B.A.III &amp; B.Com III students</li> </ul>	<ul style="list-style-type: none"> <li>➤ Commencement of second term on 18 Nov.</li> <li>➤ Indian Constitution Day</li> <li>➤ Meetings of all committees for co-curricular &amp; Extra Curricular Activities</li> <li>➤ Collection of articles from the students for college magazine</li> </ul>	<ul style="list-style-type: none"> <li>➤ Bhumipujan of extension building</li> <li>➤ 7 days N.S.S. Special Camp at adopted village Kanadwadi</li> <li>➤ Dr. Babasaheb Ambedkar Death Anniversary</li> <li>➤ Staff meeting for preparation Annual Gathering</li> </ul>	<ul style="list-style-type: none"> <li>➤ Savitribai Fule Jayanti (3<sup>rd</sup> Jan)</li> <li>➤ Vivekanad Jayanti</li> <li>➤ Annual Sports Competitions</li> <li>➤ Various Competitions</li> <li>➤ Prize Distribution Ceremony and Annual Gathering</li> <li>➤ Sanskrit Dept. Wallpaper</li> </ul>

<ul style="list-style-type: none"> <li>➤ Lead college workshop</li> <li>➤ University Oct/Nov Examinations</li> <li>➤ Diwali Vacation starts from 28<sup>th</sup> Oct.</li> </ul>			<ul style="list-style-type: none"> <li>➤ Republic day</li> <li>➤ Lead College Workshop</li> <li>➤ Unit tests for 3<sup>rd</sup> year student</li> </ul>
<b>February</b>	<b>March</b>	<b>April</b>	<b>May</b>
<ul style="list-style-type: none"> <li>➤ Birthday of Shri. Aravinrao Marathe (Chairman of Regulatory Body, The New Miraj Education Society)</li> <li>➤ Intercollegiate Elocution Competitions</li> <li>➤ Publication of Wallpaper</li> <li>➤ Workshop on Preparation of NET/SET</li> <li>➤ Workshop on Sexual Harassment &amp; its prevention</li> <li>➤ Filling of feedback forms by students</li> <li>➤ Group discussion, Open Book Tests</li> </ul>	<ul style="list-style-type: none"> <li>➤ International Women's Day</li> <li>➤ Departmental Study Tours &amp; Visits</li> <li>➤ Farewell of B.A.III/B.Com III/ M.A.II/M.Com II students</li> <li>➤ Submission of Syllabus completion reports by teachers</li> <li>➤ University March/April Examinations starts</li> </ul>	<ul style="list-style-type: none"> <li>➤ Dr. Babasaheb Ambedkar Jayanti</li> <li>➤ Shivaji Maharaj jayanti</li> <li>➤ University Examinations</li> <li>➤ Feedback Analysis</li> <li>➤ Summer vacation starts from 29<sup>th</sup> April</li> <li>➤ Submission of Teachers Dairy</li> </ul>	<ul style="list-style-type: none"> <li>➤ Celebration of Maharashtra Day</li> <li>➤ Summer Vacation</li> <li>➤ University Examinations</li> <li>➤ Preparation of College Prospectus</li> </ul>

## Best Practices 2016-17

### I

#### 1. Title of the practice

Matoshri Purskar (Award)

#### 2. Goal

The goal of this practice is to appreciate the achievement of our alumni. Similarly the appreciation of such alumni ultimately becomes the motive of inspiration for the current students to achieve something in their future life and build their career. One more intention is to establish a bond between the alumni and the current students.

#### 3. The content

Matoshri Purskar was declared and sponsored by the Late Principal, Mr. B.K.Vaidya after his mother, Matoshri Smt. Mhalasabai Khanderao Vaidya in 2010 - 11 to felicitate the alumni of the college. One of the past students who have achieved success in her life is felicitated for her contribution in academic, social, political or professional fields.

#### 4. The Practice

The committee suggests various names and presents information about their achievements and after discussion selects one of them. This award is given in Annual Prize distribution ceremony at the hands of the chief guest. The nature of this award is a sari and memento.

#### 5. Evidence and Success

The first award winner was Mrs. Vatsala Vanjari- Khade who works as a teacher who achieved The Maharashtra State Government Ideal Teacher Award. In the coming years Mrs. Yashodhara Godbole, Asst. Police Commissioner, New Mumbai, Prof. Dr. Mrs. Medini Anjanikar, Prof. Dr. Sunita Rathod, Mrs. Usha Chavan-Patil, Asst. Deputy Commissioner, Dept. Of Charity Commissioner etc., achieved this award. The Award for cultural achievement is given to Miss. Shilpa Maindargi, who in spite of being blind by birth, built her career in classical dancing and received various awards.

As per our expectation, Prof. Dr. Medini Anjanikar started the practice of adopting one student who is economically needy and sponsors all the expenses from the first year to last year of graduation of that student.

## **6. Problems encountered and resources required**

We didn't find any problems in implementation of the above practice. We become successful in implementing this practice.

# Best Practices 2016-17

## II

### 1. Title of the practice

Shri. Arvindrao Marathe Inter-collegiate Elocution Competition

### 2. Goal

This competition is held to motivate the elocutive skills of the students from various areas of Shivaji University, Kolhapur as well as to provide the platform for the academic discussion on various current topics and problems.

### 3. The content

Mr. Arvindrao Marathe who is a renowned industrialist in Miraj and the motivational force of our institution is also the president of our Governing Council. The occasion of his birth anniversary, 12<sup>th</sup> February, is celebrated organising Shri. Arvindrao Marathe Inter-Collegiate Elocution Competition. This competition was started in the academic year 2011-12.

### 4. The Practice

This competition was started from the academic year 2011-12. Every year the committee is formed to organise the competition. The committee held meetings from time to time to plan the working. It discusses and confirms the topics. Then the pamphlets are designed and all the efforts are taken that these pamphlets should be reached to all the colleges under the affiliation of Shivaji University, Kolhapur. All the information regarding topics, date, time, etc. is given in the pamphlet. Similarly social media, print media and personal contacts are also used to increase the number of participants. The awards are given in the form of cash amount to the first three achievers in the prize distribution ceremony on the same day evening.

### 5. Evidence and Success

In the initial years we faced certain difficulties concerning the participation but now this practice is well establish and we get positive and enthusiastic response. Generally about 50 students participate in the competition every year.

### 6. Problems encountered and resources required

We have problems to increase the number of participants but we try to increase it using all the resources.

## **Feedback Analysis System**

### **A) Feedback from students**

The college has very effective feedback mechanism for collecting and analyzing feedbacks from students. Feedbacks of teaching learning curriculum are taken regularly. Evaluation of Teachers by students was carried out for both Art's and Commerce faculty. Committee has prepared an evaluation form which includes general attitude related and subject knowledge related questions. This feedback works as guideline for updating teaching learning techniques and organizing skill development programmes. All faculties take efforts to interact with students in ordered to know their problems and difficulties regarding the syllabus.

Considering the analysis of teachers, Principal gave oral instructions to the concerned teachers to improve their performance. Principal gave guidelines to make teaching process more student-friendly and include extra-curricular activities for overall development of students.

### **B) Feedback from the Alumni**

Feedbacks from the alumni are taken and their suggestions are incorporated with responsible heads. Moreover one member from alumni is included in the development committee and their suggestions are taken into consideration.

### **C) Feedback from the Experts**

The feedbacks of experts about teaching-learning process are taken and their suggestions about new ideas and concepts are incorporated in practice.