

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

## Part – A

### 1. Details of the Institution

1.1 Name of the Institution

K. N. Bhise Arts and Commerce College, Kurduwadi

1.2 Address Line 1

Barshi Road,

Address Line 2

Kurduwadi

City/Town

Kurduwadi

State

Maharashtra

Pin Code

413208

Institution e-mail address

knbacck@yahoo.co.in

Contact Nos.

9423333144/9822125017

Name of the Head of the Institution:

Prin. Dr. Patil R.R.

Tel. No. with STD Code:

02183 223245

Mobile:

9423333144

Name of the IQAC Co-ordinator:

Mrs. Pol A.P.

Mobile:

9422125017

IQAC e-mail address:

iqacknbacck@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN11582

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

EC/65/RAR/40 dated 25 Oct. 2013

1.5 Website address:

www.knbacck.com

Web-link of the AQAR:

<http://knbacck.com/Uploads/AQAR-KNBACCK-2014-15.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B	7045	2004	Five years
2	2 <sup>nd</sup> Cycle	B	2190	2013	Five Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

05/07/2005

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

2014-15

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 2013/14 (01/05/2015)
- ii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iii. AQAR \_\_\_\_\_ (DD/MM/YYYY)
- iv. AQAR \_\_\_\_\_ (DD/MM/YYYY)

1.10 Institutional Status

University  State  Central  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

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

Solapur University, Solapur

1.12 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University	<input type="text" value="---"/>		
University with Potential for Excellence	<input type="text" value="---"/>	UGC-CPE	<input type="text" value="---"/>
DST Star Scheme	<input type="text" value="---"/>	UGC-CE	<input type="text" value="---"/>
UGC-Special Assistance Programme	<input type="text" value="---"/>	DST-FIST	<input type="text" value="---"/>
UGC-Innovative PG programmes	<input type="text" value="---"/>	Any other ( <i>Specify</i> )	<input type="text" value="---"/>
UGC-COP Programmes	<input type="text" value="---"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="08"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held :	04

2.11 No. of meetings with various stakeholders: No.  Faculty

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

The planning for the academic year is done in the beginning of the year. Academic and administrative Calendars are prepared. Orientation program was arranged for newly admitted students. Teachers are encouraged to use innovative and modern methods of teaching. The overall performance of the college was reviewed through analysis of feedbacks from students and examination results.

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. To encourage research activities  2. To conduct workshops and Seminars 3. To start Research Centres 4. Encourage students to personality development, Skills and research	1. Two Minor research projects from UGC sanctioned.  2. Proposals are sent to UGC  3. Two research centres have been sanctioned

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body    Yes        No   

Management        Syndicate        Any other body     LMC

Provide the details of the action taken

To encourage research activities-Teachers are deputed for seminar, Conferences and workshops. They are sent for completing refresher and orientation courses. They are also motivated to pursue research and All faculties registered for Ph.D. Two MRPs from U.G.C. are sanctioned. The College also sent proposal to organize national Conference to UGC Two departments i.e. Geography and Economics have been sanctioned as Research centers of Solapur University. The Eights students have taken admission for Ph.D. in the college.

## 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	02	-	-	-
PG	-	-	-	-
UG	03	00	00	00
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>03</b>	<b>00</b>	<b>00</b>	<b>00</b>
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

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

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	-

##### 1.3 Feedback from stakeholders\* Alumni

*(On all aspects)*

Mode of feedback : Online

Parents

Employers

Students



Annual

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.

The college does not frame the syllabus. It is framed by University.

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

NO

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	23	16	05	00	00

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	17	00	00	00	00	00	10	00	27

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

04

33

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	06	10	02
Presented papers	06	10	02
Resource Persons	-	-	-

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

The faculty members use ICT and other e-techniques in teaching and learning.

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

180



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

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 03

2.10 Average percentage of attendance of students >75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	651	6.91	23.04	53.76	7.68	91.39
B.Com.	83	6.02	32.29	47.05	5.88	91.24
B.Sc.	288	13.88	34.72	27.77	6.94	83.31

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

Encouragement through lectures by resource persons of ICT use in Teaching Learning process

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	09
Faculty exchange programme	00
Staff training conducted by the university	01
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	05
Others	00

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	19	08	-	-
Technical Staff	05	02	-	-

**Criterion – III**

**3. Research, Consultancy and Extension**

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

Lectures of research Scholars on Research Methodology
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3.2 Details regarding major projects: Nil

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

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	03	03	-
Outlay in Rs. Lakhs	-	140000	570000	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	02	05	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	03	-	-

3.5 Details on Impact factor of publications:

Range  Average  index  Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	02	U.G.C.	570000	125000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	02	-	570000	125000

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  FIST   
DPE  DBT Scheme/funds

3.9 For colleges  
Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

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  State level   
National level  International level

3.23 No. of Awards won in NSS:

University level  State level   
National level  International level

3.24 No. of Awards won in NCC:

University level  State level   
National level  International level

3.25 No. of Extension activities organized

University forum  College forum   
NCC  NSS  Any other

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

- Awareness for voting
- Leprosy Rally
- AIDS Awareness
- Anti-tobacco rally
- Swachata Abhiyan

## 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	10 acre	-	-	-
Class rooms	24	-	-	24
Laboratories	11	03	Institute And U.G.C.	14
Seminar Halls	01	-	-	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	04	-	Institute	04
Value of the equipment purchased during the year (Rs. in Lakhs)	40000	-	Institute	40000
Chemicals	111716	-	Institute	111716

#### 4.2 Computerization of administration and library

Yes

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18459	286071	294	28630	18753	314701
Reference Books	3279	427198	-	-	3279	427198
e-Books	-	-	80000	5000	80000	5000
Journals	27	6700				
e-Journals	3828	5000			3828	5000
Digital Database	-	-				
CD & Video	14	1675	02	150	16	1825
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	25	01	04	-	-	04	08	-
Added	-	-	-	-	-	-	-	-
Total	25	01	02	-	-	04	08	-

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

YES, Library/ Office

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

i) ICT

407400/-

ii) Campus Infrastructure and facilities

173000/-

iii) Equipments

290000/-

iv) Others

610000

**Total:**

1480400/-

## Criterion – V

### 5. Student Support and Progression

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

Book Banking Scheme, Grievance Redressal Cell, Career Guidance Cell, Spoken English Course, Students Council, N.C.C. /N.S.S.

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

The college Organizes various programmes for overall development of the students.

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

UG	PG	Ph. D.	Others
1212	-	08	-

(b) No. of students outside the state

00

(c) No. of international students

00

Men

No	%
712	

Women

No	%
508	

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
358	116	03	114	-	1177	628	217	07	360	-	1212



Demand ratio: 1:25

Dropout % : 0.75

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

Special Classes, Personal Guidance, Support- Book Facility,  
M. P.S.C. , Banking etc.

No. of students beneficiaries

11

5.5 No. of students qualified in these examinations

NET	-	SET/SLET	00	GATE	-	CAT	-
IAS/IPS etc	-	State PSC	02	UPSC	01	Others	-

5.6 Details of student counselling and career guidance

There is career guidance cell in the college.

No. of students benefitted

50

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
-	-	-	-

5.8 Details of gender sensitization programmes

Jagar Janivacha Abhiyan, Savitribai Phule Birth Anniversary,  
Woman's Day

## 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	-	-
Financial support from government	513	525138
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

## Criterion – VI

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

6.1 State the Vision and Mission of the institution

**Vision:**

- ❖ To inculcate among students dignity of labour, creativity and ethical approach to life.
- ❖ Women empowerment by creating sense of awakening about equal opportunity to them.
- ❖ To build up national character through personality development of male and female students.
- ❖ To inculcate broad understanding of life.

**Mission:**

- ❖ Building up socially productive, healthy, optimistic and disciplined civilians.
- ❖ To help students to acquire comprehensive competitive Skills and Talents.
- ❖ To develop ethical values and concern of Environment.
- ❖ Establishing continuous intellectual activity and response to changes.

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

Promote faculty members for designing syllabus

6.3.2 Teaching and Learning

Use ICT for teaching and learning

6.3.3 Examination and Evaluation

Terminal Examination, Tutorial/ Seminars/ Group Discussion

6.3.4 Research and Development

Lectures organised for teachers and students

6.3.5 Library, ICT and physical infrastructure / instrumentation

Reading room facility, laboratories, English Language Lab.

6.3.6 Human Resource Management

Decentralization of the administration. Maximum use of the talent of the faculties for the development of the college

6.3.7 Faculty and Staff recruitment

As per the State and University and UGC regulations.

6.3.8 Industry Interaction / Collaboration

MoU with Sugar Industry

6.3.9 Admission of Students

Admission Committee, Personal Guidance, orientation about the college and available subjects in the college, College Website etc.

6.4 Welfare schemes for - Insurance Facility, Medical Facility

Teaching	21300
Non teaching	-
Students	3505

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done

Yes  No

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

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

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?

Flying Squad, External Supervisor, CAP

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

NIL

6.11 Activities and support from the Alumni Association

Get-together, Meetings, Active Participation, new suggestions academic and career oriented etc

6.12 Activities and support from the Parent – Teacher Association

Get-together, Meetings.

6.13 Development programmes for support staff

To encourage and relieve support staff to attend training programmes. Faculty improvement Programmes.

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

Green Audit, Environmental Awareness, Projects, tree plantation, gardens etc

## **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.

Students' centred counselling for boys and girls, Reading Room Facility, Parking Facility for the students, Spoken English Course, dress code etc.

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

To encourage research activities-Teachers are deputed for seminar, conferences and workshops. As planned regarding the Research Centres, the college got sanction for two research centres. Regarding MRP, Two Minor Research Projects have been sanctioned by the UGC.

Free and frank educational atmosphere for boys and girls

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

Best Practices – 1. Decentralization in Administration  
2. Best Practices II Gender Sensitization

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

7.4 Contribution to environmental awareness / protection

Green Audit, No Vehicle Day, Avoid use of Plastic Bags

7.5 Whether environmental audit was conducted? Yes

No

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

S: Well Qualified Staff  
W –Mixed quality of Students.  
O – To send students in State and Central Administration through MPSC  
and UPSC examinations.  
T – Transforming rural students to meet global challenges.

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

Focus on more research and extension activities  
To organize National Seminars/Conferences, Proposals for MRP, Gym  
Give more exposure to the students

Name : Mrs. Pol A.P. (H.O.D. Dept. Of English)

Name: Prin. Dr. R.R. Patil

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

# Academic Calendar

2014-2015

## June

1. 5 June World Environment Day
2. 15-30 June- Admission Process
3. 17 June Term Beginning Meeting/ IQAC Meeting
4. 20 June Death Anniversary of LATE K. N. Bhise (Malak), Founder of MTSPM
5. Enrolment of NCC
6. NCC Camp

## July

1. 1 July teaching Starts
2. 11 July Celebration of World Population Day
3. 25-30 July Inauguration of Departmental Associations
4. 22 July Celebration of Guru Pornima
5. Selection NCC Cadets/ Medical check up
6. NCC Subject Selection
7. NCC Camp
8. Enrolment of Sports Students

## August

1. 1 August-University Foundation Day
2. 7 August-Essay Competition
3. 15 August-Celebration of Independence Day
4. 21 August-Celebration of Raksha Bandhan
5. 29 August- Sports Day
6. Lectures for teachers on Research Methodology
7. Inauguration of Competitive Examination Cell
8. Election of Student's Council
9. Training programme of NCC
10. Inter-collegiate Matches/Practice
11. Enrolment of NSS Volunteers
12. Tree Plantation (NSS)

## September

1. 5 September- Celebration of Teachers Day
2. 14 September-Hindi Day
3. 16 September-Celebration of Ozone Day



4. 22 September-Bhaurao Patil Birth Anniversary
5. Wallpapers Competitions
6. Elocutions Competitions
7. Training Programme
8. NCC Camp

### **October**

1. 2 October Gandhi & Lal Bahadur Shastri Birth Anniversary
2. Test-Preparation for University Examinations
3. Training Programme NCC (Cont.)
4. NCC Practical University

### **November**

1. IQAC First Term End Meeting
2. University Examination
3. Diwali Vacation

### **December**

1. IQAC Second Term Beginning Meeting
2. 1 December AIDS Awareness Day
3. 6 December Dr. B.R.Ambedkar Death Anniversary
4. 16 December- Shahu Maharaj Death Anniversary
5. 20 December-Sant Gadge Baba Death Anniversary
6. 23 December-Celebration of Farmers Day
7. Poster Presentation
8. Poem Recital Competition
9. All India Participation (Gymkhana)
10. NSS Camp
11. Training Programme NCC (Cont.)
12. NCC Camp

### **January**

1. 3 January- Savatribai Phule Birth Anniversary
2. Swami Vivekanand Birth Anniversary
3. 17 Jan-Louis Pasteur & Robert Koch Anniversary "State Level Micro-Biology Quiz Contest"
4. 23 January Netaji Subhash Chandr Bose Birth Anniversary
5. 26 January-Republic Day
6. Study Tours
7. Lecture for Girl students
8. Lecture for Staff Members
9. NSS Camp
10. Blood Donation Camp

## **February**

1. 17 Feb-World Suryanamaskar Day
2. 19 Feb-Shivaji Maharaj Birth Anniversary
3. 27 Feb-Marathi Rajbhasha Day
4. Annual Prize Distribution Function
5. 28 Feb-National Science Day
6. Compulsory Physical Examination
7. NCC "B" Certificate Examination

## **March**

1. 8 March- World Women's Day
2. Savatirbai Phule Death Anniversary
3. Yashvantro Chavan Birth anniversary
4. 15 March-World Consumer Day
5. Tests- Preparatation for University Examination
6. NCC B.A.I & II Pratical University Examination

## **April**

1. Mahatma Phule Birth Anniversary
2. 14 April- Dr.Ambedkar Birth Anniversary
3. 30 April- IQAC Term End Meeting

## **May**

1. 1 May Celebration of Maharashtra Day
2. Vacation up to 20 June

## **ANNEXURE III**

### **Best Practices - 1**

#### **Decentralization in Administration**

##### **Goals**

The College has adopted the decentralized administrative system with a view to provide a strong and broad base to the administration incorporating different segments that are associated with the College in anticipation to attain the following goals.

- ❖ To utilize the abilities, talent, skills and experience of human resource for the development of the Institution.
- ❖ To provide opportunities to juniors to grow and to have self development for higher position so that a team of competent managers for administering the functions of the Institution is built..
- ❖ To handle the various aspects of administrative problems and to workout the feasible solutions.
- ❖ The conflicting and the contradicting issues could be resolved through a debate and could reach a mutually consented resolution.
- ❖ This is a mechanism innovated to resolve any challenge or issues positively to the maximum extend without prejudice to the interest of the Institution.
- ❖ The decentralization system also helps in continuously monitoring the effective and transparent functioning of the Institution.
- ❖ The system enables to identify the abilities and competency of different individuals particularly faculty whose expertise can be enhanced through further extension programs.

##### **Practice**

###### **Decentralized system is very suitable**

The very structure of the administration of the Management itself is decentralized in the form of hierarchical structure to ensure democratic governance of various Institutions for attaining the best results.

At the institutional level the college also devolved a decentralized administrative structure to defuse administrative responsibilities by involving the staff both teaching and non teaching and also the students for the better functioning of the Institution. The administration is

decentralized by delegating various responsibilities through several committees. Each committee is accountable for the job entrusted.

### **Functioning of the Committees**

Altogether there are committees to handle various curricular, co-curricular and extra curricular activities of the college. The Principal is the ex-officio chairperson of all the committees. He monitors the progress of action plan through review meetings. Each committee wise coordinator prepares and submits their annual plan which is discussed in IQAC and staff meetings. Essential changes, remedial measures, suggestions and modifications are done. Through Student Council students are represented in many committees as a member or volunteer. Their opinion and suggestions are considered by the college. Faculties have constant interaction with the students thus a hierarchical structure of planning and implementation in administration is followed

- ❖ The Success of the system resulted in turning out leadership quality, personality development and performance competency of the students.
- ❖ Healthy competition among the staff and the students with performance orientation to reach their own targets in their respective Committees.
- ❖ Progressive increase in University examination results, improved academic performance.

## **Best Practices II**

### **Gender Sensitization**

#### **Goals**

The College has taken responsibility to create gender sensitization to increase the sensitivity of people at large towards women and their problems with following goals:

- ❖ To bring a definite orientation in the thinking, practices and approach of students concerning gender issues so that stereo type mindset of men and women about their unequal entities can be changed.
- ❖ To make the socio-cultural climate that discourages gender biased practices and promotes rational behaviour and response on the part of men and women.
- ❖ To encompass gender values, needs and aspirations so that outdated discriminatory practices can be eliminated
- ❖ To educate the students about the power relation between men and women in society.
- ❖ To create self confidence, self dignity and self respect among girl students.

#### **Practice**

This practice is put into operation by educating and encouraging girl students to participate in all activities. College arranges many extension and outreach activities through NSS, NCC and Women Cell to create gender sensitization and to inculcate sense of responsibility in students. Prominent feminists, activists and other social workers are invited to the College to address students on gender sensitivity and to interact with them.

- ❖ The Institution conducted many lectures on themes like Domestic Violence, Female Foeticide, Dowry harassment, literacy among women and so on.
- ❖ Elocution, Debate and essay writing competitions are also conducted to create a definite orientation in the thinking, practices and approach of students concerning gender issues
- ❖ Boy students are also counselled to give due respect and equal treatment to their fellow girl students. Boys are also equally encouraged to participate in feminist activities organised by the College
- ❖ The Library is enriched with valuable reference books related to women issues.
- ❖ Women's Grievance Cell is constituted in the College for the immediate redressal of women's grievances.