The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year *(for example 2013-14)*

2016-17

1. Details of the Institution

1.1 Name of the Institution

G. S. SCIENCE, ARTS & COMMERCE COLLEGE, KHAMGAON

1.2 Address Line 1

National Highway No.6

Address Line 2

NANDURA ROAD

City/Town

KHAMGAON

State

MAHARASHTRA

Pin Code

444 303

Institution e-mail address

principal@gsck.ac.in gskhamgaonprincipal@gmail.com

Contact Nos.

07263-255200 / 250095 Fax: 07263-253844

Name of the Head of the Institution:

DR. D. S. TALWANKAR

Tel. No. with STD Code:

Mobile:

09823450717

Name of the IQAC Co-ordinator:

DR. H. S. CHANDAK

Mobile:

9420562096 / 9284535181

IQAC e-mail address:

iqac@gsck.ac.in

1.3 **NAAC Track ID**

14947

OR

1.4 **NAAC Executive Committee No. & Date:**

EC/62/RAR/030   05 January 2013

1.5 Website address:

http://www.gsck.ac.in

Web-link of the AQAR:

http://www.gsck.ac.in/PublishDocs/AQAR_2016-17.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B		2003	5 years
2	2nd Cycle	B	2.82	2013	5 years
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   **1/11/2003**

1.8 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 2015-16 submitted to NAAC on 20/10/2016**
>
> **ii. AQAR 2014-15 submitted to NAAC on 29/10/2015**
>
> **iii. AQAR 2013-14 submitted to NAAC on 09/10/2014**
>
> **iv. AQAR 2012-13 submitted to NAAC on 27/06/2013**

1.9 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 [ ]

 1.10 Type of Faculty/Programme

Arts [✓]   Science [✓]   Commerce [✓]   Law [ ]   PEI (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   .

1.11 Name of the Affiliating University *(for the Colleges)*   **S.G. B. Amravati University, Amravati**

1.12 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   **NO**   DST-FIST   **NO**

UGC-Innovative PG programmes   **NO**   Any other (*Specify*)   **NO**

UGC-COP Programmes   **08**

2. IQAC Composition and Activities

2.1 No. of Teachers   07

2.2 No. of Administrative/Technical staff   02

2.3 No. of students   -

2.4 No. of Management representatives   02

2.5 No. of Alumni   03

2.6 No. of any other stakeholder and

   community representatives   -

2.7 No. of Employers/ Industrialists   -

2.8 No. of other External Experts   -

2.9 Total No. of members   11

2.10 No. of IQAC meetings held   04

2.11 No. of meetings with various stakeholders: No. **03** Faculty **02**

Non-Teaching Staff **02** Students **01** Alumni **01** 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. **NIL** International [ ] National [ ] State [ ] Institution Level 3

   (ii) Themes Stress Management , Quality Assurance & Research

2.14 Significant Activities and contributions made by IQAC

- The IQAC has sent a proposal to NAAC in April 2017 for financial assistance for a two day national level seminar. The outcome of this proposal is awaited.

- On the suggestion of IQAC, the college is going to start three self-financed short term courses on Textile Technology, Soil Testing and Tally.

- IQAC conducted academic audit of the college on 29 June 2017 with the help of external and internal experts.

- As per the suggestion of IQAC, the biggest room in the college has been converted into an Audio-Visual Theatre to encourage ICT based teaching-learning.

- An oxygen park has been developed in the campus as suggested by the IQAC.

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
• We will organize an annual intercollegiate debate competition to be sponsored by our vice-president Shri Ashokji Jhunjhnunwala. • We will start web based catalogue searching facility for our library. • Collaborations will be done with industries and other reputed institutions. • MoU will be signed for soft-skill training. • We will conduct Blood Donation and Blood Group Detection Camp on 24th September in the memory of our former president late Advocate Shankarraoji Bobdey.	This event was successfully organized in December 2016. Students from colleges across the state participated in it. The work for web based catalogue searching is nearing completion and will be operative soon. We have signed an agreement for collaboration with GMD Arts & BW Commerce & Science College, Sinnar, Dist: Nasik. More such agreements are in the process. We have signed an MoU with Gurumantra Foundation, Dhule for providing soft-skill training to our students. A Blood Donation and Blood Group Detection Camp on was organized on 24th September, 2016 in the memory of our former president late Advocate Shankarraoji Bobdey. 51 students donated blood in this camp

Attach the Academic Calendar of the year as Annexure.   **Attached as Annexure I**

2.15 Whether the AQAR was placed in statutory body   Yes   No

Management ✓   Syndicate [ ]   Any other ✓   [ ]

Provide the details of the action taken

> The AQAR was placed in the meeting of the Governing Body and the Local Management Committee and the members expressed their satisfaction on the overall progress of the institution. However, the Principal and IQAC were asked to take the necessary steps for improving the results of some of the courses.
>
> The IQAC was asked to organize a NAAC sponsored seminar on quality enhancement in the coming academic session.

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	05	01	-	-
PG	08	-	06	-
UG	05	-	07	-
PG Diploma	01	-	01	01
Advanced Diploma	08	-	08	08
Diploma	08	-	08	08
Certificate	08	01	09	08
Others				
Total	**38**	**01**	**39**	**25**

Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	**07**
Trimester	NIL
Annual	**05**

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* Attached as Annexure II**

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

   NO

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
51	18	33	NIL	NIL

2.2 No. of permanent faculty with Ph.D. | 30 |

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
17	20	33	-	-	-	01	-	51	20

2.4 No. of Guest and Visiting faculty and Temporary faculty | NIL | | NIL | | 92 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	18	02
Presented papers	01	13	01
Resource Persons	NIL	01	01

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

> • We regularly make use of ICT in teaching and learning processes.
>
> •Our faculty members keep themselves abreast with the latest trends and techniques in teaching and learning by attending various professional development programs.

2.7 Total No. of actual teaching days
during this academic year | 182 |

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

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development | 10 |
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students | 78.81 |

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	87		08	14	03	28.74
B.Com.III	214		73	24	20	54.67
B.Sc.III (VI Sem)	194		69	18	49	70.10
B.C.A. III(VI sem)	26		11	03	04	69.23
M.SC.II CS. IV Sem	21		06	04	07	80.95
M.SC. II CHE IVSem	19		09	01	02	63.16
M.SC.II ZOO IV Sem	15		06	02	01	60
M.A. II ECO	21		01	05		28.57
M.A.II ENG	05					00
M.A.II MAR	37				07	18.92
M.A. II HIN	13		03	01	02	46.15
M.COM.IV SEM	38		12			86.84
D.TAX.	33		05	03	01	27.27

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

- IQAC works in close coordination with the Principal and the college administration and gives ideas about the improvements of teaching process with use of ICT.

- IQAC also suggests sources of funding for research / other faculty development initiatives to the concerned departments / faculty members through the Principal.

- Training programmes for Faculty, Staff and Students for their overall competence building are organized / recommended by IQAC.

- Academic Audit was conducted this year by the IQAC.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	2
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	01
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-

Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	47	10	-	-
Technical Staff	-	-	-	-

Criterion – III

3. Research, Consultancy and Extension

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

- On IQAC's suggestion, the college has started giving financial assistance up to Rs. 5000/- to the faculty members who present a paper in national and international conferences. Every faculty member can avail this grant once in an academic year. This grant is given by the college from their own funds entirely.
- IQAC works in close coordination with the Research Committee.
- IQAC circulates information received from various sources about collaborative research.
- IQAC guides young faculty members to undertake various research projects in their field.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	02	-	02
Outlay in Rs. Lakhs	799500	1919300	-	1594590

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs. Lakhs	--	1,30,000	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	37	09	-
Non-Peer Review Journals	01	04	-
e-Journals	05	-	-
Conference proceedings	04	12	01

3.5 Details on Impact factor of publications:

Range | 0-5 | Average | 2.1 | h-index | 35 | Nos. in SCOPUS | 63

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) Raman Post Doc. Fellowship	1 yr	UGC	2513752	2513752
Total	-	-	2513752	2513752

3.7 No. of books published   i) With ISBN No. | 09 | Chapters in Edited Books | NIL |

ii) Without ISBN No. | 02 |

3.8 No. of University Departments receiving funds from

UGC-SAP | NA | CAS | NA | DST-FIST | NA |

DPE | NA | DBT Scheme/funds | NA |

3.9 For colleges   Autonomy | NIL | CPE | NIL | DBT Star Scheme | NIL |

INSPIRE | NIL | CE | NIL | Any Other (specify) | NIL |

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 | 03 |

3.13 No. of collaborations   International | - | National | 02 | Any other | 01 |

3.14 No. of linkages created during this year | 01 |

3.15 Total budget for research for current year in lakhs :

From Funding agency | 5 lakhs | From Management of University/College | 5 lakhs

Total | 10 Lakhs

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	
	Granted	**02***
International	Applied	
	Granted	
Commercialised	Applied	
	Granted	

***Dr. D. M. Nagrik of our Chemistry Dept is the Principal investigator with two other collaborators in both these patents.**

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

Total	International	National	State	University	Dist	College
01	01*					

***= UGC Raman Fellowship for Post-Doctoral research was awarded to Dr Hemant Kumar Chandak of the Department of Chemistry from September 2016 to September 2017.**

3.18 No. of faculty from the Institution
     who are Ph. D. Guides | 12 |
     and students registered under them | 39 |

3.19 No. of Ph.D. awarded by faculty from the Institution | 08 |

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 | 04 | State level | - |

National level | - | International level | - |

3.22 No. of students participated in NCC events:

University level | 06 | State level | 02 |

National level | 02 | 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 | 01 | State level | - |

National level | _ | International level | - |

3.25 No. of Extension activities organized

University forum | - | College forum | - |

NCC | 05 | NSS | 16 | Any other* | 05 |

*= Activities by Women's Empowerment and Entrepreneurship Development Cell

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

Responsibility

- Our College celebrated International Yoga Day on 21st June, 2017. Ms Rajani Dharamkar led the Yoga session.

- Our NCC and NSS Units organized a Blood Donation Camp on the occasion of the birth anniversary of our former President Late Advocate Bhausaheb Bobdey in collaboration with Government Hospital, Khamgaon on 24 September, 2016.

- As per the directions of the Ministry of HRD, New Delhi, a programme called Yaad Karo Kurbani was organized to pay respects to the Freedom Fighters on 14th August, 2016, the eve of the Independence Day.

- As a social responsibility towards downtrodden section of the society, our college started a program called "Manuskichi Bhint [The Wall of Humanity]" wherein neat and clean used clothes and item were collected from the society and distributed to needy ones.

- The college has adopted the village Rahud for a year and keeps organizing many constructive activities there. Following activities of social and national welfare were undertaken at this village in 2016-17:

  o Annual camp of the NSS (Shram Sanskar Shibir) was organized at the adopted village Rahud from 30 December 2016 to 06 January 2017.

  o An orientation and awareness programme for Voters was organized on 02 September, 2016.

  o Nutrition Day was celebrated with the villagers on 06 September, 2016.

  o Blood Group Detection and Haemoglobin testing camp was organized on 20 September, 2016.

  o Our NCC students took part as volunteers in the Pulse Polio Immunization drive of the government on 28th January and 01st April, 2017.

  o Our NCC students also participated in the Rally for Road Safety organized by the Maharashtra Police on 10 April, 2017.

- Women's Empowerment and Entrepreneurship Development Cell of our college regularly organizes various extension activities and activities related to Institutional Social Responsibility. This year, the cell organized following activities:
  - A Short Term Course in Computers, Mobile Communication and Safety for Ladies from 05.08.2016-03.09.2016.
  - Workshop on preparation of Eco-Friendly Bouquet from plastic bags and waste material- 24.09.2016.
  - Microwave Oven Cooking and Baking Workshop- 27-29 September, 2016.
  - Workshop on Cashless Transactions – 08.03.2017.

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	97.68	-	-	97.68
Class rooms	30	4	UGC/Management	34
Laboratories	15	-	UGC/Management	15
Seminar Halls	03	01	Internal	04
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	05	01		06
Value of the equipment purchased during the year (Rs. in Lakhs)	2262836/-	1550828	Management	3813664
Others	-	Rain water Harvesting		-

4.2 Computerization of administration and library

Both the library and the office are computerized. We had started the process for purchasing new software for administrative office and library, but after receiving a directive from the university about new software to be provided by the university, we stopped the process and are awaiting the university to recommend us the said software.

4.3   Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	65124		1037	1,73,731	66340	-
Reference Books	754				745	
e-Books	N-list					
Journals	18		-	37330		
e-Journals	N-list					
Digital Database	-					
CD & Video	197					
Others (specify)	10 Audio Cassettes		179	75,475		

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart -ments	Others
Existing	325	04	01 (10 mbps optical fibre line)	01	-	13	48	11
Added	15	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Total	340	04	01	01	-	13	48	11

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

- One new A/V Theatre and one new digital classroom have been started to promote the use of ICT in teaching.

4.6 Amount spent on maintenance in lakhs :

   i) ICT   414302

  ii) Campus Infrastructure and facilities   3438506

 iii) Equipments   1,58,900

 iv) Others   540953

                                    Total :   4562661

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

On the suggestion of the IQAC, the students have been given the facility of filling various forms online in the college campus itself. This facility is handled by the students and it works for the students. The students involved in filling the form are paid remuneration as a part of the **Earn while You Learn** scheme.

5.2 Efforts made by the institution for tracking the progression

- The college management takes a periodical review of the progress of the institution. Both the Local Management Committee and the Governing Body take a keen interest in the progress of the institution and monitor it closely.
- The IQAC also takes an annual review of the comparative progress made by the institution from the previous session.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2406	561	05	34

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
1029	51.47

Women

No	%
970	48.52

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
686	383	114	1386	09	2569	744	418	121	1537	06	2826

Demand ratio **1.10:01**   Dropout % **16.45 %**

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

- There is a UGC assisted cell for Coaching SC/ST/OBC and Minorities for Entry into Services.
- There is Career and Counselling Cell which also organizes and monitors various activities for the preparation of the students for competitive examinations.

No. of students beneficiaries

1567

5.5 No. of students qualified in these examinations

NET | - | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others (JAM) | 02 |

5.6 Details of student counselling and career guidance

- The Career and Counseling Cell organized a Job Fair in collaboration with the District Employment Office, Buldana on 01 September, 2016.

- A guest lecture on the Career in Armed Forces by Captain Shriram Kadam of the Nisarga Sainik Training Institute, Pune was organized for the students on 27 September,2016.

- A training camp of 3 months for the preparation of Police Recruitment was organized from 02 February, 2017 onwards.

- A workshop on Business and Self-Employment was organized in collaboration with the DIC office, Buldana on 27 February, 2017. 125 students participated.

No. of students benefitted   **1256**

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
03	130	05	NIL

5.8 Details of gender sensitization programmes

- A Short Term Course in Computers, Mobile Communication and Safety for Ladies from 05.08.2016-03.09.2016.
- Orientation for Girls' Security was organized with the help of the Police Department.

5.9 Students Activities

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

State/ University level | 72 | National level | 04 | International level | - |

No. of students participated in cultural events

State/ University level | 30 | National level | - | International level | - |

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

Sports : State/ University level | 04 | 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	16	Rs. 12,000/-
Financial support from government	272	Rs. 6,91,076/-
Financial support from other sources		
Number of students who received International/ National recognitions	02 (INSPIRE Scholarship)	Rs. 1,60,000/-

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 | 10 |

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

Our Vision

To make substantial contribution to the overall growth of the region and the nation at large by providing quality higher education to students from all sections of the society and at the same time instilling high moral and ethical values in them so as to make them mature and responsible citizens of India.

Our Mission

Our mission is to empower the youth of rural and semi-urban area with the best of traditional education and the all-important professional and career oriented skills which are vital in the contemporary global scenario.

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

- We, being the affiliated college, have no powers to develop curriculum. However, some of our faculty members are members of the various Boards of Studies of the university and they contribute significantly to the curriculum development process of their subjects.

6.3.2 Teaching and Learning

- We encourage the faculty members to use ICT more and more in the teaching.
- The academically weak students are encouraged to attend remedial coaching classes for various subjects.
- Unit tests, seminars and terminal examinations are conducted regularly and the concerned teachers give feedback to the students.
- Students are encouraged to participate in various conferences, seminars and quizzes etc. Academic visits and study tours are also arranged.
- Task based and Project Based Learning strategies are adopted to give the students a better learning experience.

6.3.3 Examination and Evaluation

- The institution closely monitors the progress of the students through regular unit tests and internal assessment activities like seminars etc.
- Every year, a college-level preliminary examination is also conducted.

Department of Political Science prepares a question bank every year to help the students prepare for competitive examinations.

6.3.4 Research and Development

- The college encourages the faculty members to undertake research activities.
- Apart from applying to funding agencies like UGC, DST, ICSSR etc., the teachers also present their research in academic conferences.
- The college encourages the faculty and students to attend conferences, seminars etc, by providing funds to them for these events.

6.3.5 Library, ICT and physical infrastructure / instrumentation

See Annexure IV

6.3.6 Human Resource Management

The institution encourages the maximum utilization of human resource and at the same time, also aims at the holistic development of the human resource.

Faculty members are encouraged to improve their knowledge and expertise by attending academic conferences, various courses and trainings etc. Staff members are also trained regularly. It is seen that the faculty and staff should get all the perks they deserve including leave. An attempt is made to improve the overall quality of life led by the faculty, staff and students.

6.3.7 Faculty and Staff recruitment

Every year, after staff justification from the Joint Director's office (State Government), number of vacancies is fixed. After obtaining the necessary permissions from the university and the state government, faculty and staff are recruited as per the procedures and norms led down by the UGC and the State Government.

In 2016-17, we recruited four Assistant Professors of Physics, Mathematics, Zoology and Home-Economics respectively as per the UGC and State Government norms.

6.3.8 Industry Interaction / Collaboration

The career and counselling cell and the alumni association of the college work together and ensure a close collaboration between the college and the industry. Many of our alumni in the industry regularly offer technical expertise, give guest lectures, arrange visits for the students and run campus recruitment drives.

6.3.9 Admission of Students

Admissions are done with complete transparency and all the rules laid down by the university and state government in this regard are strictly followed. All the rules of reservation are followed. Counselling of the students is done before admission. There is a centralized admission process where the entire admission process is completed at one place.

6.4 Welfare schemes for

Teaching	1. Ideal Teacher Award 2. Financial Assistance for participation in academic conferences.
Non-teaching	Ideal Non-Teaching Staff member award
Students	1. Poor Students' Aid Fund 2. Ideal Student Award 3. Best Student Award 4. Fee waivers for needy students.

6.5 Total corpus fund generated   NIL

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	Academic Audit Committee
Administrative	No	-	Yes	Chartered AccountantM/S Umesh Agrawal & Associates

6.8 Does the University/ Autonomous College declares results within 30 days? Not Applicable.

For UG Programmes   Yes -   No -

For PG Programmes   Yes -   No -

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

> **Not Applicable**

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

> **Not Applicable.**

6.11 Activities and support from the Alumni Association

> We organized a grand Alumni Meet on 05 March, 2017. Dr Himmatrao Bawaskar, our alumnus and a renowned Physician and scientist from Mahad (District:Raigad) was the chief guest. Alumni from various parts of the country attended the meet.
>
> There is a separate section of the Alumni Association on the website where students can register as alumni online.
>
> Alumni Association has created a Facebook page of the association and regularly keeps in touch with the alumni through it. A link to that page has been put on the college website.

6.12 Activities and support from the Parent – Teacher Association

> Parent-Teacher Association has been established.
>
> A Parent-Teacher Meet was organized on 05 March, 2017.

6.13 Development programmes for support staff

> We regularly send our support staff for trainings and workshops. This year, IQAC conducted a workshop on IT Skills for them.

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

> - We have installed a solar power panel in the swimming pool of our college. We will install another solar power panel for the main building in the coming academic session.
> - This year, we have done rain water harvesting of a major part of our faculty building.
> - We observe No Vehicle Day on the 1st of every month. All the students and staff do not use motorized vehicles on this day.
> - We regularly undertake tree plantation drives on various occasions like Independence Day and Republic Day 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.

From this year, we have started giving financial assistance to the teachers for attending academic conferences. Priority is given to the students who present papers in international conferences.

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

- After due discussions on AQAR, the college administration expressed satisfaction on the overall progress of the institution and the activities conducted during the year.
- Academic Audit was conducted in June 2017 as a measure for overall quality improvement.

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

- Best Suggestion Award for the staff.
- Ideal Teacher Award and Ideal Non-Teaching Staff Member Award
- Financial Assistance to teachers for attending academic conferences.
- Poor Students Aid Fund
- No-Vehicle Day **(See Annexure III)**

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

7.4 Contribution to environmental awareness / protection

- We regularly contribute our bit to the protection of environment. This year, we have created oxygen parks in our college. We have also developed an open garden for senior citizens.
- Our NSS unit and Nature Club are very active in this regard. They regularly undertake tree plantation drives and projects like watershed construction.
- The NSS unit also organizes lectures, rallies and competitions to create awareness about environment.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

SWOT Analysis of the institution was conducted by IQAC last year at the initiative of our secretary Dr. S. S. Bobdev.

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

- Our IQAC will organize a NAAC sponsored two day National Level Seminar in 2018.
- We will organize a National Level Conference on Impact of Mall Culture on Indian Economy.
- We will start four new self-financed short term courses in Textile Technology, Food Processing, Soil Testing and Tally respectively.
- We will organize a National Level Conference on Indian Economy-Prospects and Future.
- We will install a new 20 KW Solar Power Panel for the main building of our college.
- We will build a new Girls' Common Room and two new toilets for staff.

DR. H. S. CHANDAK

Signature of the Coordinator, IQAC

DR. D. S. TALWANKAR

Signature of the Chairperson, IQAC
Principal
G. S. Sci., Arts & Commerce
College, Khamgaon - 444303.

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