

AQAR 2017-18



The Annual Quality Assurance Report (AQAR) of the IQAC Part – A

AQAR for the year 2017-18

1. Details of the Institution

| | |
|--|--|
| 1.1 Name of the Institution | Arts and Commerce College, Phondaghat |
| 1.2 Address Line 1 | Vidyanagar, Ghonsari Road |
| Address Line 2 | Phondaghat. |
| Address Line 3 | Tal: Kankavli Dist: Sindhudurg |
| State | Maharashtra |
| Pin Code | 416601 |
| Institution e-mail address | accp1995@yahoo.com ; |
| Contact Nos. | 02367245060 |
| Name of the Head of the Institution: | Dr. Vasant Sitaram Shekade |
| Tel. No. with STD Code: | 02367245060 |
| Mobile: | 9420178352 |
| Name of the IQAC Co-ordinator: | Prof. Vinodsinh Vilasrao Patil |
| Mobile: | 9421235804 |
| IQAC e-mail address: | iqacaccp2015@yahoo.com |
| 1.3 NAAC Track ID | MHCOGN22284 |
| 1.4 NAAC Executive Committee No. & Date: | |
| 1.5 Website address: | www.phondaghateducation.com |
| Web-link of the AQAR: | www.phondaghateducation.com/AQAR-2017-18 |

1.6 Accreditation Details:

| Sr. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-----------------------|-------|------|-----------------------|-----------------|
| 1 | 1 st Cycle | B | 2.16 | 2016 | 5yrs |
| 2 | 2 nd Cycle | NA | NA | NA | NA |
| 3 | 3 rd Cycle | NA | NA | NA | NA |
| 4 | 4 th Cycle | NA | NA | NA | NA |

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

20th October 2016

1.8 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 2015-16 submitted to NAAC on 18/12/2017
- ii. AQAR 2016-17 submitted to NAAC on 15/05/2018
- iii. AQAR _____ NA _____ (DD/MM/YYYY)
- iv. AQAR _____ NA _____ (DD/MM/YYYY)


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 ☒

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)

NIL

1.11 Name of the Affiliating University (for the Colleges)

University of Mumbai

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

| | | | |
|--|-----|---------------------|-----|
| Autonomy by State/Central Govt. / University | NIL | | |
| University with Potential for Excellence | NIL | UGC-CPE | NIL |
| DST Star Scheme | NIL | UGC-CE | NIL |
| UGC-Special Assistance Programme | NIL | DST-FIST | NIL |
| UGC-Innovative PG programmes | NIL | Any other (Specify) | NIL |
| UGC-COP Programmes | NIL | | |

2. IQAC Composition and Activities (Composed since 2016-17)

| | |
|---|--|
| 2.1 No. of Teachers | 10 |
| 2.2 No. of Administrative/Technical staff | 01 |
| 2.3 No. of Students | 00 |
| 2.4 No. of Management representatives | 03 |
| 2.5 No. of Alumni | 02 |
| 2.6 No. of any other stakeholder and community representatives | 02 |
| 2.7 No. of Employers/ Industrialists | 00 |
| 2.8 No. of other External Experts | 00 |
| 2.9 Total No. of members | 18 |
| 2.10 No. of IQAC meetings held | 01 |
| 2.11 No. of meetings with various stakeholders: | No: 00 Faculty: 00 |
| | Non Teaching Staff: 00 Alumni: 00 Others: 00 |
| 2.12 Has IQAC received any funding from UGC during the year? | No |
| | If yes mention the amount NIL |
| 2.13 Seminars and Conferences (only quality related) | |
| (i) No. of Seminars/Conferences/ Workshops/Symposia organized by IQAC | NIL |



2.14 Significant Activities and contributions made by IQAC

- (i) Prepares co-curricular committees, academic calendar and conducts internal survey and introspection of academic, co-curricular and extra-curricular activities in the College.
- (ii) Conducts the review and recommendations made by the NAAC peer team and keen to implement the recommendations.
- (iii) Encourages the Departments of the college to organize seminar, conferences and symposia and renders active cooperation for the organizations of the events.
- (iv) Encourages the faculty and students of the college to participate actively in the various research activities including pursuing for research degrees such as Ph.D./ M.Phil.
- (v) Conducts periodical review of the documentation in Departments.
- (vi) Promotes curricular and extra- curricular activities on the premises and also encourages students to participate in curricular and extra-curricular activities at Inter-collegiate, Inter-university and National Levels
- (vii) Helps to sensitize students in ecological and environmental problems.
- (viii) Helps the departments of the college to sensitize students about social justice, secularism and gender equality related issues in the society.
- (ix) Promotes faculty and departments of the college to connect the society and to utilize the knowledge of the faculty for the social welfare.
- (x) Conducts the review of the development of the college and plans for the commencement of new courses and projects in the college.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC (Informal Committee) in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year * (2016-17)

| Plan of Action | Achievements |
|---|---|
| Emphasizing the enhancement of the co-curricular and extra-curricular talent among the students. | Participation of the students in certain activities to some extent. |
| Promoting research culture over the campus. | Active participation in the research activities such as projects, by the students and faculty as well. |
| Providing encouragement to the extra-curricular talent of the students focusing especially the cultural talent of the students. | Students are encouraged to participate in sports and cultural activities of the college, university and competition organised by various other social and cultural organisations. |
| Sensitising students about social justice, secularism and gender equality. | Various programmes and workshops are organised under the heads of departments NSS, SPWDC, DLLE to sensitize students about social and gender related issues and to inculcate social and moral values among the student. |
| Infrastructural development keeping pace with the growth of the college. | A significant and continuous infrastructural growth be observed in the college with updating the existing class rooms, library facilities etc. |
| Beginning NCC unit in the college to introduce the defence and discipline culture to the students. | College has finished formalities for commencement of the new NCC Unit and the sanction of proposal is pending by the authority. |
| Connecting the college with the society and to utilise the expertise for the social welfare. | Teachers of the college deliver lectures on various social issues, in social gatherings. |

AQAR 2017-18



2.15 Whether the AQAR was placed in statutory body? Yes No

| | | | | | |
|------------|-----|-----------|----|----------------|----|
| Management | Yes | Syndicate | -- | Any other body | -- |
|------------|-----|-----------|----|----------------|----|

Provide the details of the action taken

AQAR is placed before the Management body. Regular review of the achievements was taken by the authority. Management also provided assistance for planning along with the provision of monitory support, to construct more classrooms.



Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

| Level of the Programme | No. of existing Programmes | No. of programmes added during the year | No. of self-financing programmes | No. of value added / Career Oriented programmes |
|------------------------|----------------------------|---|----------------------------------|---|
| PhD | NIL | NIL | NIL | NIL |
| PG | NIL | NIL | NIL | NIL |
| UG | 02 | NIL | NIL | NIL |
| PG Diploma | NIL | NIL | NIL | NIL |
| Advanced Diploma | NIL | NIL | NIL | NIL |
| Diploma | NIL | NIL | NIL | NIL |
| Certificate | NIL | NIL | NIL | NIL |

| | | | | |
|-------------------|-----|-----|-----|-----|
| Interdisciplinary | NIL | NIL | NIL | NIL |
| Innovative | NIL | NIL | NIL | NIL |

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

CBCS

(ii) Pattern of programmes:

| Pattern | Number of programmes |
|-----------|----------------------|
| Semester | 02 |
| Trimester | NIL |
| Annual | NIL |

1.3 Feedback from stakeholders* Alumni ☐ Parents ☐ Employers ☐ Students ☒ Yes
(On all aspects)

Mode of feedback : Online ☐ Manual ☒ Yes Co-operating schools (for PEI) ☐

*Please provide an analysis of the feedback in the Annexure

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

Yes, Since the college is affiliated to the University of Mumbai, revision and update of syllabi is conducted by the respective Board of Studies of University of Mumbai. However a faculty member of the college is working on the syllabus revision committee appointed by the BOS of the university in subject of Geography.

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

**Criterion – II****2. Teaching, Learning and Evaluation****2.1 Total No. of permanent faculty**

| Total | Assit. Professors | Asso. Professors | Professors | Others |
|-------|-------------------|------------------|------------|------------------------------|
| 10 | 08 | NIL | NIL | 01 Principal 01 Librarian |

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2017-18

| Assi. Professors | | Associate Professors | | Professors | | Others | | Total | |
|------------------|-----|----------------------|-----|------------|-----|--------|-----|-------|-----|
| R | V | R | V | R | V | R | V | R | V |
| NIL | NIL | NIL | NIL | NIL | NIL | NIL | NIL | NIL | NIL |

2.4 No. of Guest and Visiting faculty and Temporary faculty

| | | | | | |
|-------|----|----------|----|-----------|----|
| Guest | 00 | Visiting | 01 | Temporary | 04 |
|-------|----|----------|----|-----------|----|

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|------------------|---------------------|----------------|-------------|
| Attended | 04 | 20 | -- |
| Presented papers | 03 | 14 | -- |
| Resource Persons | -- | 03 | -- |

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

- (i) Traditional Teaching methods with use of ICT in Teaching and Learning.
- (ii) Use of audio-visual aids.
- (iii) Film shows and curriculum related documentaries shows in Marathi, Geography and History Departments.
- (iv) Off Campus teaching learning especially in the Marathi, Geography, Economics and History. Teaching-Learning is conducted on the field level.
- (v) Seminar, group discussions and class tests of the students.

2.7 Total No. of actual teaching days during this academic year 2017-18: 213**2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)**

College practices the evaluation reforms like Tutorials, Unit Tests, etc. Photocopy of answer-book is provided for the students on demand.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: One**2.10 Average percentage of attendance of students**

Eighty Per cent (80%)



2.11 Course/Programme wise distribution of pass percentage:

| Title of the Programme | Total no. of students appeared | Division | | | | |
|------------------------|--------------------------------|---------------|-----|------|-------|--------|
| | | Distinction % | I % | II % | III % | Pass % |
| BA | 49 | -- | 14 | 26 | 16 | 10 |
| BCom | 79 | -- | 08 | 17 | 18 | 05 |

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

1. Review of the Teaching plan at the beginning and completion report at the end of semester from teachers.
2. Student feedback at the midterm and end of semester.
3. Guest lectures for students and faculty members.
4. Periodical tests, tutorials of the students especially students from the final year.

2.13 Initiatives undertaken towards faculty development

| <i>Faculty / Staff Development Programmes</i> | <i>Number of faculty benefitted</i> |
|--|-------------------------------------|
| Refresher courses | -- |
| UGC – Faculty Improvement Programme | -- |
| HRD programmes | -- |
| Orientation programmes | -- |
| Faculty exchange programme | -- |
| Staff training conducted by the university | -- |
| Staff training conducted by other institutions | -- |
| Summer / Winter schools, Workshops, etc. | -- |
| Others (Short Term Course) | 01 |

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 | 06 | 02 | NIL | NIL |
| Technical Staff | NIL | NIL | NIL | NIL |



Criterion – III

3. Research, Consultancy and Extension

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

With the assistance of Research and Development Cell of the college IQAC encourages the faculty to register for M.Phil., Ph.D. and to apply for the Major and Minor Research Projects to the University. Students of the college are also encouraged to participate in various research activities.

Display of notices and brochures on the notice board for students.

Availability of Journals, Periodicals and Reference books in the library.

Active contribution of the students in the Research activities of Geography, Economics and History Departments.

Publication of Annual Magazine 'Viveksindhu' contains literary material of the students.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

| | International | National | Others |
|--------------------------|---------------|----------|--------|
| Peer Review Journals | -- | -- | -- |
| Non-Peer Review Journals | -- | 12 | 01 |
| e-Journals | -- | -- | -- |
| Conference proceedings | -- | -- | -- |

3.5 Details on Impact factor of publications:

| Range | Average | Yes | h-index | Nos. in SCOPUS |
|-------|---------|-----|---------|----------------|
|-------|---------|-----|---------|----------------|

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

| Nature of the Project | Duration Year | Name of the funding Agency | Total grant sanctioned | Received |
|---|---------------|----------------------------|------------------------|----------|
| Major projects | -- | -- | -- | -- |
| Minor Projects | -- | -- | -- | -- |
| Interdisciplinary Projects | -- | -- | -- | -- |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | -- | -- | -- | -- |
| Students research projects (other than compulsory by the University) | -- | -- | -- | -- |
| Any other(Specify) | -- | -- | -- | -- |
| Total | -- | -- | -- | -- |



3.7 No. of books published

| | | | | | |
|------------------|----|----------------------|----|--------------------------|----|
| i) With ISBN No. | 06 | ii) Without ISBN No. | 00 | Chapters in Edited Books | 00 |
|------------------|----|----------------------|----|--------------------------|----|

3.8 No. of University Departments receiving funds from

| | | | | | |
|---------|-----|-----|-----|------------------|-----|
| UGC-SAP | --- | CAS | --- | DST-FIST | --- |
| DPE | --- | | --- | DBT Scheme/funds | --- |

3.9 For colleges

| | | | | | |
|----------|-----|-----------------|-----|-----------------|-----|
| Autonomy | --- | DBT Star Scheme | --- | CE | --- |
| CPE | --- | INSPIRE | --- | Any Other ICSSR | --- |

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

| Level | International | National | State | University | College |
|---------------------|---------------|----------|-------|------------|---------|
| Number | --- | 01 | --- | 01 | --- |
| Sponsoring agencies | --- | | --- | | --- |

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

| | | | | | |
|---------|----|--------------|----|------------------|----|
| Experts | 00 | Chairpersons | 02 | Resource persons | 04 |
|---------|----|--------------|----|------------------|----|

3.13 No. of collaborations: NIL

| | | | | | |
|---------------|----|----------|----|-----------|----|
| 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 College | --- | Total | --- |
|---------------------|-----|----------------------------|-----|-------|-----|

3.16 No. of patents received this year:

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

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

| 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

| | | | |
|----------------------|----|---------------------|----|
| No. Of Ph. D. Guides | 04 | students registered | 08 |
|----------------------|----|---------------------|----|

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): NIL

| | | | | | | | |
|-----|----|-----|----|-----------------|----|-----------|----|
| JRF | -- | SRF | -- | Project Fellows | -- | Any other | -- |
|-----|----|-----|----|-----------------|----|-----------|----|

3.21 No. of students Participated in NSS events:

| | | | |
|------------------|----|---------------------|----|
| University level | 20 | State level | -- |
| National level | 01 | International level | -- |

3.22 No. of students participated in NCC events:

| | | | |
|------------------|----|---------------------|----|
| University level | NA | State level | NA |
| National level | NA | International level | NA |

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 | NA | State level | NA |
| National level | NA | International level | NA |

3.25 No. of Extension activities organized

| | | | |
|------------------|----|---------------|----|
| University Forum | | College Forum | |
| NSS | 10 | DLLE | 06 |
| SPWDC | 03 | MVV | 04 |

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

NSS Unit of the college is active contributor of *Swachchha Bharat Abhiyan*. The volunteers of NSS are always frontiers of the Cleanliness Awareness Campaign in the local society. Hundred volunteers of NSS Unit participated in the *Abhiyan*. Save Electricity mission, Annual Camp, AIDS day, NSS Day are celebrated by the volunteers. 75 volunteers participated in residential camp of 7 days in adopted village. 22 volunteers participated in various District and University level workshops and camps. 1160 plants were planted in Sahyadri ranges.

Career Guidance and Employment Cell of the college has organised courses for the college students as well as local eligible youths which oriented the native community as well as students to the career advancement.

SP Women Development Cell of the college organised lecture on *Empowerment of Women, Atrocities on Women at Home and Workplace* in order to create awareness among women.

Maharashtra Vivekvaahini has organized various awareness programmes: Anti Superstition Awareness programme, Eco-friendly Festivals, Crackers-free Divali festival, etc.

DLLE has organized training programmes and workshops for the students regarding various activities. A lecture on How to Invest Money by Mayur Shah was organised. Students participated in 'Uddan Festival' at Devgad and secured First Rank in poster making competition. A poster display was organized in college campus through Save Sahyadri Mission.

The college publishes Annual Magazine 'Viveksindhu' containing poems, short stories, essays in Marathi, Hindi and English written by the students.

**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 | 4.5 Acres | -- | -- | 4.5 Acres |
| Class rooms | 09 | -- | College | 09 |
| Laboratories / Library | 45 Sq. Mts. | -- | College | 45 SqMts |
| Seminar Halls | 01 | -- | College | 01 |
| No. of important equipments purchased (\geq 1-0 lakh) during the current year. | 22 | | College | 22 |
| Value of the equipment purchased during the year (in Rs.) | -- | | College | -- |
| Others | -- | -- | -- | -- |

4.2 Computerization of administration and library

The administrative work of the college is partially computerized. The examination software is in use to do examination work. Library is also partially computerized.

4.3 Library services:

| | Existing | | Newly added | | Total | |
|------------------------|----------|--------|-------------|-------|-------|--------|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 2650 | 278805 | 210 | 29873 | 2860 | 308678 |
| Reference Books | 1296 | 232922 | 42 | 12390 | 1338 | 245312 |
| e-Books | -- | -- | -- | -- | -- | -- |
| Journals | 27 | 9000 | -- | -- | 17 | 6000 |
| e-Journals | -- | -- | -- | -- | -- | -- |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | 16 | 1014 | -- | -- | 16 | 1014 |
| Others (specify) Books | 2694 | 434955 | 462 | 97202 | 3156 | 532157 |

4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Departments | Others |
|----------|-----------------|---------------|----------|------------------|------------------|--------|-------------|--------|
| Existing | 12 | -- | 04 | -- | -- | 03 | 09 | -- |
| Added | -- | -- | -- | -- | -- | -- | -- | -- |
| Total | 12 | -- | 04 | -- | -- | 03 | 09 | -- |

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

i) Faculty, administrative staff and students are promoted to take formal training of ICT. Most of the staff and students have completed the certificate course of MSCIT and equivalent.

AQAR 2017-18



4.6 Amount spent on maintenance in Rs :

| Particulars | Amount in Rs. |
|--|---------------|
| i) ICT | 25450 |
| ii) Campus Infrastructure and facilities | 16500 |
| iii) Equipments | 7800 |
| iv) Others | -- |
| Total : | 49750 |

**Criterion – V****5. Student Support and Progression****5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

IQAC holds regular discussions on the students' support and feedback to the college activities. The support services are published in prospectus of the college, as well as notices are displayed time to time. Student Welfare committee also gives suggestions to the faculty over student support services and guides students for retrieving various opportunities of scholarships and career advancements with the assistance of the concerned committees.

5.2 Efforts made by the institution for tracking the progression

- (i) Progression is observed and evaluated in the Staff Council Meetings presided by the Principal frequently.
- (ii) Various committees VIZ Attendance, Examination and Discipline monitor the attendance of the students and make them aware about the importance of attendance in the class room and premises.
- (iii) Promotes students to utilize the library facility optimum.
- (iv) Preparation of the students for Competitive examination through Career Guidance Cell.
- (v) Students are encouraged to participate in social activities and national missions through the programmes and drives organised by NSS, SPWDC, DLLE, Maharashtra Vivekvahini and Extension Services.
- (vi) Interaction with students through Group Guidance Scheme.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|-----|-----|--------|--------|
| 389 | --- | --- | --- |

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

| Men | No | % | Women | No | % |
|-----|-----|-------|-------|-----|-------|
| | 244 | 62.72 | | 145 | 37.27 |

| Last Year (2016-17) | | | | | | This Year (2017-18) | | | | | |
|---------------------|----|----|-----|-----------------------|-------|---------------------|----|----|-----|-----------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 200 | 57 | 05 | 175 | 01 | 438 | 189 | 49 | 02 | 148 | 01 | 389 |

| | | | |
|--------------|-----|-----------|--------|
| Demand ratio | 1:1 | Dropout % | 28.49% |
|--------------|-----|-----------|--------|

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

- (i) College runs Career Guidance & Employment Cell, through which students are provided proper coaching for the competitive examinations.
- (ii) The faculty of the college and the external resources guide students for the same. Moreover the lectures are organised frequently.
- (iii) Career Guidance and Employment Cell displays various notices for the students to inform them about various competitive examinations and other employment opportunities.



| | |
|-------------------------------|----|
| No. of students beneficiaries | 09 |
|-------------------------------|----|

5.5 No. of students qualified in these examinations:

| | | | | | | | |
|-------------|-----|-----------|-----|------|-----|--------|-----|
| NET | --- | SET/SLET | --- | GATE | --- | CAT | --- |
| IAS/IPS etc | --- | State PSC | --- | UPSC | --- | Others | 07 |

5.6 Details of student counselling and career guidance

(i) Students Counselling committee offers the counselling to the students regarding their problems. Students are counselled in and outside of the classrooms whenever necessary.
 (iii) Career Guidance and Employment Cell of the college helps students to find right direction to choose the appropriate career for their future.
 (iv) SPWDC of the college helps the girl students to come over the gender related issues.
 (v) Maharashtra Vivekvahini encourages the students to think critically and behave properly. It also promotes them to conserve environment, gender equality, etc.

| | |
|----------------------------|-----|
| No. of students benefitted | All |
|----------------------------|-----|

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 |
| --- | --- | --- | --- |

5.8 Details of gender sensitization programmes

Savitribai Phule Women's Development Cell of the college organizes regular meetings of the female students of the college in order to attend the grievances and problems of the fair-sex.
 WPWDC organized PSI Shital Patil's lecture on 'Awareness of Legal Laws', Dr. Vasant Shekade's speech on 'Savitribai Phule's Life' and Prof. Vinodsinh Patil's lecture on 'Empowerment of Women' for the college students.
 SPWDC, Maharashtra Vivekvahini, DLLE and NSS Unit of the college organize rallies and workshops for the students of the college to create awareness about gender issues and policies.

5.9 Students Activities

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

| | | | | | |
|-------------------------|----|--------------------|----|---------------------|-----|
| State/ University level | 01 | National level NSS | -- | 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

| | No. Of students | Amount in Rs. |
|--|-----------------|---------------|
| Financial support from institution | -- | -- |
| Financial support from government | 115 | 897825 |
| Financial support from other sources | 35 | 189900 |
| Number of students who received International/ National recognitions | 20 | 16000 |

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 |
| Higher Education for students from rural, hilly and economically backward area. |
| Mission |
| To Promote higher education for the students in rural, hilly area and particularly for female students. |
| To generate a sense of self respect, equality and self-development among them. |
| Objectives |
| To aim at character building and personality development of the students through curricular and extra curricular activities. |
| To create the work culture and dignity of labour among the students through NSS and other extra curricular activities. |
| To prepare students for competitive examinations. |

6.2 Does the Institution has a management Information System

Yes, the College emphasizes on the effective implementation of RTI and the transparency of administration. The college has entrusted the responsibility to the Head Clerk. Necessary information regarding administration is available on the college prospectus and website.

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

6.3.1 Curriculum Development

The college follows the directives of the various academic bodies such as BOS of the University. However two faculty member contributes in the curricular developments of the University as members of the Curriculum Development Committee of the University.

6.3.2 Teaching and Learning

- (i) Use of ICT: Use of OHP, LCD Projector, TV, DVD Player etc.
- (ii) Organisation of Seminars in class.
- (iii) Inviting external expertise from the other college, university and various institution.
- (iv) Extra books are given to the students on Gold Card, Borrow card and Identity card.
- (v) Organisation of Study tours and visits at various places.
- (vi) Different approaches are adopted for interactive and effective teaching and learning.

6.3.3 Examination and Evaluation

Being an affiliated college, the college follows the examination and evaluation patterns as per prescribed by the University of Mumbai. Besides, the college makes certain experiments in evaluation by conducting tutorials, projects, orals, presentation, departmental tests in order to monitor the regular curricular development of the students. The answer-sheets of FY and SY classes are assessed through CAP at college.



6.3.4 Research and Development

1. Teachers are promoted to undertake Major and Minor Research projects from funding agencies such as University and ICSSR.
2. The teachers are encouraged to participate in various seminars, conferences and to present research papers.
3. The faculty is encouraged to register for M.Phil. and Ph.D. and to pursue the same.
4. Specially availability of the reference material (books, journals and e material) from the college through college library for an individual research.
5. Students are encouraged to do research at UG level by participating in Avishkar.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- (i) Adequate budget provision for library resources and furniture. Siddhivinayak Book Bank Scheme for all students and BC Book Bank Scheme for BC students. Free access of periodicals and semi-free access of books for students. Ideal Reader Competition to increase reading habit of students. Gold Card Scheme for Special students.
- (ii) Well planned canteen building.
- (iii) Staff Room.

6.3.6 Human Resource Management

Different committees are formed for effective utilization of HR for execution of various activities. The work is assigned as per the qualification and ability of the teacher. The expertise of the Academic Faculty of the college is also available for the social causes. Moreover the faculty of the college is helpful to search the remedies on the social and other problems such as environment, employment and eradication of superstitions of the local society.

6.3.7 Faculty and Staff recruitment

Faculty and Staff recruitment is done as per the norms and guidelines of University of Mumbai, State Government of Maharashtra and University Grants Commission.

6.3.8 Industry Interaction / Collaboration

1. Practical works and visits are conducted in Social Science subjects as prescribed.
2. Experts from the Industries and management are invited to guide the students.

6.3.9 Admission of Students

Online Admission process is conducted through the transparent mechanism and as per the norms, rules and regulations laid down by University of Mumbai and Government of Maharashtra. This includes merit and reservation quota basis. Admission process is coordinated by Admission Committee of the college. Counseling sessions are organized for the parents/guardians and for the new entrants at the first year level students. Students are counseled for the right choice of subjects and briefed on the facilities and the ethos of the college.



6.4 Welfare schemes for

| | |
|--------------|--|
| Teaching | Implementation of all government schemes inclusive of insurance, provident fund etc. Grants of Duty Leave, DA/TA for the staff. |
| Non teaching | Implementation of all government schemes inclusive of insurance, provident fund etc. Grants of Duty Leave, DA/TA for the staff. |
| Students | Students Aid Fund, Concession in fees for poor and needy students, Students Insurance, Various non govt. Scholarships, Installments in fees, TA/DA to participate in various activities. |

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 | No | --- | No | --- |
| Administrative | No | --- | No | --- |

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

| | | | | |
|-------------------|-----|------------|----|--|
| For UG Programmes | Yes | Yes | No | |
| For PG Programmes | Yes | | No | |

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

Since the college is affiliated to the University of Mumbai, it follows the reforms and majors directed by the University. However, University takes regular review of the syllabi as well as examination patterns and makes reformation accordingly.

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

6.11 Activities and support from the Alumni Association

Alumni Association is not formed yet.
But the Alumni of the college helps in various Social and Cultural activities organized in the college.

6.12 Activities and support from the Parent – Teacher Association

The Parent Teacher Association is not formed but each teacher has been assigned the responsibility of students from some villages (Group Guidance Scheme).
The teachers meet the parents of the students at their house to discuss the progress and problems of the students.

6.13 Development programmes for support staff

The Counseling and Yoga Programme were arranged to reduce the stress on staff at workplace.



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

- (i) Campus beautification by designing garden in the premise.
- (ii) Implementation of Green and Clean Campus Programme.
- (iii) Use of plastic is restricted in the campus.
- (iv) Plantation of trees in ecological view.
- (v) Minimum use of paper in administration and teaching. Promotion for e - administration, e learning and ICT in teaching.
- (vi) Save Electricity Campaign by switching off the lights during interval time.



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.

Better communication between students and faculty, students and administration has been encouraged during the year which helped to create friendly and conducive atmosphere over the premises of the college. Continuous efforts have been taken for the social orientation of the students and faculty of the college. Through Extension services like NSS, SPWDC, Maharashtra Vivekvahini and DLLE students are encouraged to participate in the social activities. Frequent efforts are taken to create environmental awareness and awareness of Clean India Campaign among the students with the help of various co-curricular and extra-curricular departments.

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

Continuous T.Y.B.A./B.Com. classes internal evaluation of the students was conducted during the academic year as decided in the beginning of the year. Also students were given proper counselling and guidance for their career in future. College faculty is often enthusiastic to contribute in the research as well as social activities. Students are encouraged to register more participation in extra-curricular and co-curricular activities which helps their thorough development of personality. Keeping the pace with the growing need of the college infrastructure and other facilities of the college are constantly upgraded.

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

Best Practices: I

1. **Title of the Practice:** Gold Card Scheme for Library.

2. **Goal:** 1. To develop competition of learning amongst students.
2. To help rank holders to save the time in the administrative process.
3. To improve the quality of education.

3. **The Context:** Rank holders are issued Gold Cards for library reading by which they get the following benefits also.

1. They get easy access to library, reading room and office.
2. Two books are issued for home reading for maximum two weeks as compared to others students.
3. They are given option to pay fees in instalments, if needed.
4. Students holding Gold Cards are our "Privilege Students".

4) The Practice:

- a) **Costing:** Free.
- b) **Unique practice:** Such type of facility is not given by any other college.
- c) **Constraint /Limitations:** No constraint / limitation

5) **Evidence of success:** Name of the Students whom the Gold Cards are issued.



| S.N. | Student Name | Achievement |
|------|---------------------|----------------------|
| 1 | Chavan Navnath C. | First in S.Y.B.A. |
| 2 | Mondkar Dhnanjay S. | Second in S.Y.B.A. |
| 3 | Parab Bhavika M. | First in S.Y.B.Com. |
| 4 | Sakpal Bharati T. | Second in S.Y.B.Com. |
| 5 | Modi Shubham S. | First in T.Y.B.A. |
| 6 | Malvade Siddhi S. | Second in T.Y.B.A. |
| 7 | Ekavde Pranali P. | First in T.Y.B.Com. |
| 8 | Pinto Klita J. | Second in T.Y.Com. |

Rank holders and student who have excelled in the extracurricular activities are given Gold Library Card. The holder of this Gold Card is given two books for home reading for two weeks as compared to others students who are given one book for one week. They have direct access in the library and in the office i.e. they are given the preference while paying the fees, handling the books and any work related to library and the office. By this practice they will not waste their time.

6. Problems Encountered and Resources Required

The college has not encountered any problem with this innovative practice. The college will increase its range from next year.

7. Notes (Optional)

The students can work hard to achieve success at various levels. They get the feeling of prestige, confidence; and study sincerely.

8. Contact Details

Name of the Principal: Dr. V. S. Shekade.

Name of the Institution: Arts and Commerce College, Phondaghat.

City: Phondaghat Pin - 416601

Work Phone: 02367-245060 Website: www.phondaghateducation.com

Email: accp1995@yahoo.in

Best Practices: II

1. Title of the Practice: English Speaking Course.

2. Goal: 1. To develop English Speaking Skills among the students.

3. The Context: Students are given opportunity to develop their Speaking skills through English Speaking Course, organised in the college. The trainer was from the Department of English in the College. He trained the students not only theoretically but also practically.

4. The Practice: a) Costing: Training is given to students without any fees.

b) Unique practice: This is a unique practice to make the students ready for communication in English. The students were from Junior College of Arts and Commerce, Phondaghat.

c) Constraint /Limitations: After training, the students do not get any opportunity to speak English in the Society.

5. Evidence of success: List of students completed English Speaking Course in 2017-18,

| Name of the student | class |
|----------------------------|-------------|
| Falguni Anil Shirodkar | XI Commerce |
| Akshata Anant Talekar | XI Commerce |
| Akshata Dattaram Sawant | XI Commerce |
| Tanuja Rajendra Teli | XI Commerce |
| Maithili Pandurang Chalake | XI Commerce |
| Kshitija Dilip Dhuri | XI Commerce |
| Shruti Vittal Gurav | XI Commerce |
| Shilpa Pramod Hule | XI Arts |
| Sayali Dipak Lad | XI Arts |

**6. Problems Encountered and Resources Required**

The students are trained but it is difficult for them to speak in English as they are from rural area and no chances for communication in English.

7. Notes (Optional)

The training given to the students is useful to speak in English, when they go to metropolitan cities for the job.

8. Contact Details

Name of the Principal: Dr. V. S. Shekade.

Name of the Institution: Arts and Commerce College, Phondaghat.

City: Phondaghat Pin Code: 416601

Accredited Status: Nil

Work Phone: 02367245060 Website: www.phondaghateducation.com

Email: accp1995@yahoo.in

7.4 Contribution to environmental awareness / protection

Plantation in College Campus- However, attempts are being made to maintain the greeneries of the campus and to preserve the old trees of considerable value that generate fresh air- an action which is highly recommendable for maintaining healthy atmosphere and ecology of an institute, engaged in shaping the minds of the youth with great potentials. The college peon maintains the college surroundings. Trees have been planted all along the boundary wall of the campus.

Environment Conservation Awareness Rally - An effort is taken by the college and the community to create awareness about the environment and keep it clean. Students and the staff enjoy a clean environment.

Tree Awareness Rally - For creating awareness regarding the plantation of trees College students actively conducted and participated in the rally from College to Bus Stand under the motto "Save Trees, Save 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)

Nil

8. Plans of institution for next year

- To complete the construct new classrooms and reading room.

Patil

Signature of the Coordinator, IQAC

Name: Vinodsinh Vilasrao Patil

Signature of the Chairperson, IQAC

Shekade

Name: Dr. Vasant Sitaram Shekade

PRINCIPAL

ARTS & COMMERCE COLLEGE

Phondaghat, Tal. Kanakwadi, Dist. Sindhudurg

**Annexure I****Abbreviations:**

| | | |
|-------|---|---|
| CAS | - | Career Advanced Scheme |
| CAT | - | Common Admission Test |
| CBCS | - | Choice Based Credit System |
| CE | - | Centre for Excellence |
| COP | - | Career Oriented Programme |
| CPE | - | College with Potential for Excellence |
| DLLE | - | Department of Lifelong Learning and Extension |
| DPE | - | Department with Potential for Excellence |
| GATE | - | Graduate Aptitude Test |
| ICSSR | - | Indian Council of Social Science Research |
| IQAC | - | Internal Quality Assurance Cell |
| MPSC | - | Maharashtra Public Service Commission |
| MVV | - | Maharashtra Vivekvahini |
| NCC | - | National Cadet Corps |
| NET | - | National Eligibility Test |
| NSS | - | National Service Scheme |
| PEI | - | Physical Education Institution |
| SAP | - | Special Assistance Programme |
| SF | - | Self Financing |
| SLET | - | State Level Eligibility Test |
| SPWDC | - | Savitribai Phule Women Development Cell |
| TEI | - | Teacher Education Institution |
| UPE | - | University with Potential Excellence |
| UPSC | - | Union Public Service Commission |
