



## Yearly Status Report - 2018-2019

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>		ARTS AND COMMERCE COLLEGE BELAPUR
Name of the head of the Institution		Dr. Kokate G P
Designation		Principal (in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		02422243748
Mobile no.		9890844482
Registered Email		accbelapur@gmail.com
Alternate Email		gumphakokate@gmail.com
Address		AHMEDNAGAR ROAD
City/Town		AHMEDNAGAR
State/UT		Maharashtra
Pincode		413715
<b>2. Institutional Status</b>		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Pawar Babasaheb Nanasaheb
Phone no/Alternate Phone no.	02422243748
Mobile no.	9822573581
Registered Email	accbelapur@gmail.com
Alternate Email	bnpawar81@gmail.com

### 3. Website Address

Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.accollegebelapur.in/admin/naac_and_prospects_uploads/AQAR%20Final%202018-19.PDF.pdf">http://www.accollegebelapur.in/admin/naac_and_prospects_uploads/AQAR%20Final%202018-19.PDF.pdf</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	<a href="http://www.accollegebelapur.in/admin/naac_and_prospects_uploads/Academic%20Calendar%202018-19.PDF">http://www.accollegebelapur.in/admin/naac_and_prospects_uploads/Academic%20Calendar%202018-19.PDF</a>

### 5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B	2.24	2017	30-Oct-2017	29-Oct-2022

<b>6. Date of Establishment of IQAC</b>	28-Aug-2015
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### 7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
<b>No Data Entered/Not Applicable!!!</b>		

[View File](#)

**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Institutions	SCHOLARSHIP	S.P.PUNE UNIVERSITY	2019 365	89000
No Files Uploaded !!!				

**9. Whether composition of IQAC as per latest NAAC guidelines:**

No

Upload latest notification of formation of IQAC

No Files Uploaded !!!

**10. Number of IQAC meetings held during the year :**

4

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

**11. Whether IQAC received funding from any of the funding agency to support its activities during the year?**

No

**12. Significant contributions made by IQAC during the current year(maximum five bullets)**

IQAC helps to prepare academic calendar. Motivates to publish books and research papers. Recommends purchasing books, journals to library. Suggest developments in various academic and administrative activities in Institution. IQAC recommends improvements in infrastructural facilities.

No Files Uploaded !!!

**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

Plan of Action	Achivements/Outcomes
No Data Entered/Not Applicable!!!	
<a href="#">View File</a>	

**14. Whether AQAR was placed before statutory body ?**

Yes

Name of Statutory Body	Meeting Date
BELAPUR EDUCATION SOCIETY BELAPUR	23-Nov-2019
<b>15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?</b>	Yes
Date of Visit	09-Oct-2017
<b>16. Whether institutional data submitted to AISHE:</b>	Yes
Year of Submission	2018
Date of Submission	21-Dec-2018
<b>17. Does the Institution have Management Information System ?</b>	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>The institution has management information system and its progress report has been submitted to AISHE of the S. P. Pune University, Pune on 17 December 2019. The Certificate has been issued to the institution and its number is AISHEC413162017. This includes the staff and the academic information as follows:</p> <ul style="list-style-type: none"> <li>• The students are enrolled for various courses in the institution. The intake capacity for first year of B. Com. is 132 and for the second and third year are 120 each. The intake capacity for first year B.A. is 240 and for the second and third year is 120 each. The male, female and category wise list of the enrolled students is available here.</li> <li>• Enrolment of physically handicap students: One Orthopedically impaired student is enrolled in the institution.</li> <li>• Minority students enrolment: There are 07 male and 07 female students are from Muslim community. 01 male and 01 female from the Jain community.</li> <li>• Student availing facility of scholarship/ free ship: The total numbers of students availing GOI scholarship are 257. The total number of students availing EBC scholarship is 225.</li> <li>• Availability of study materials at higher education's library: The numbers of books are 6866 and periodicals are 25. Maps, theses, specimen copies of books, linguaphones,</li> </ul>

CDs and other materials are available in the library. • Physical education information. • Students examination details : The total number of students appeared for exam in 201819 was 538. Among them 241 are boys and 297 are girls. • Details of educational institute. • List of subjects taught in the institute. • Total number of posts approved and filled. • Designation and cast wise approved and filled position. • Subject wise approved and filled position. • Research guides and registered students. • Expenditure status plan of the institution. All the information is uploaded on the site of AISHE regularly and time to time.

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The Savitribai Phule Pune University designs the curriculum and it is strictly implemented by the institution as follows:-

- The institution promotes faculty member to participate in syllabus framing workshops in which they give their valuable suggestions to the board of studies.
- The institution is in touch with the knowledge regarding curriculum and many other activities of the university.
- The parent university communicates all the notifications through its website and e-notification.
- The faculty are also always in touch with the Board of Studies B.C.U.D. and University authorities for the overall development.
- Most of the faculty members contributed to the development of the curriculum.
- All the faculty members regularly participate in the seminars, workshops, conferences and provide valuable suggestions to the Board of Studies.
- Institution has conducted and prepared a time table for bridge courses for the subjects like Accountancy, Mathematics and Statistics, Economics for the students of Commerce.
- The institution ensures that the stated objectives of curriculum are achieved.
- Reviews the syllabus completion report at the end of each term by HOI.
- Analysis of the feedback from the students and stakeholders.
- Conducts academic audit regularly for the completion of the work assignments.
- Also reviews the performance of the students in various examinations.
- Along with the curriculum the institution pays attention to improve soft skills, personality development, communication skills, socialisation and mobilisation of the students.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Basic Computer Skill Programme	0	30/11/2018	90	Students get advanced and update knowledge for employment	Computer skills are developed

## 1.2 – Academic Flexibility

### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
<b>No Data Entered/Not Applicable !!!</b>		
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### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
<b>No Data Entered/Not Applicable !!!</b>		

### 1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	390	0

## 1.3 – Curriculum Enrichment

### 1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>		
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### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
<b>No Data Entered/Not Applicable !!!</b>		
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## 1.4 – Feedback System

### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	No

### 1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
<p>The institution obtains feedback from the students and stakeholders. These are analyzed and utilized for overall development of the institution as: • The institution collects the feedback from the students and stakeholders at the end of academic year. These forms are analysed by the IQAC and HOI. • It analyses and communicates to the faculty members. • The faculty members communicate the improvements to the board of studies personally. • The IQAC suggests the improvements from the study of feedback forms. • The feedback collected from the students and stakeholders prove to be useful for the enrichment of the curriculum. • The institution conducts seminars, workshops and also collects the feedback from the participants for the overall development in future.</p>

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

#### 2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
<b>No Data Entered/Not Applicable !!!</b>				
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### 2.2 – Catering to Student Diversity

#### 2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	607	0	16	0	16

### 2.3 – Teaching - Learning Process

#### 2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
16	16	4	2	2	5
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#### 2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institute publish its adapted prospectus/ handbook annually. The prospects / handbooks contains the following information: • Aims and goals • Rules regarding admission procedure • Course curriculum • Information regarding extracurricular activities • Rules for library • Scholarships and fee concession • Rules regarding examination, passing criteria, discipline. ST bus concession, I Card etc. • Fee structure • List of faculty member with their designation and list of non teaching staff The institution ensure its commitment and accountability through the following: • The institution tries to improve the quality of higher education through opportunity to all students • The rules regarding admission to procedure and course curriculum are clearly stated in the prospectus. • Rules of library information about extracurricular activity and memorial prizes also marks the commitment of institution • Institution provide concession in admission fees to the student from backward classes • Fee structures, rules regarding examination, passing criteria, discipline etc, convey the accountability

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
607	16	1 : 38

### 2.4 – Teacher Profile and Quality

#### 2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	16	3	0	5

#### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National,

International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	File Attached	Associate Professor	5
<a href="#">View File</a>			

## 2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

1. The students can get photocopy of answer sheet according to university rules and regulations. 2. The CC TV surveillance is made available

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar: Academic calendar is prepared before the commencement of every academic year. It includes curricular, cocurricular and extracurricular activities. Time Table - • The Institutional time table committee prepares time table as per the norms of the parent University for the effective implementation of the curriculum. The institution prepares academic time table well in advance which includes lectures and practical. • A separate time table is prepared for bridge courses. • Termwise separate teaching plans are prepared for each subject. Test and Tutorials - • Institution conducts test and tutorials in each term. • Institution arrange Industrial visits and study tours. Examination - • The institution conducts term end examination at the end of the first term. • Institution also conducts practical and oral examination for different subjects as per the norms of S.P. Pune University. • University exams are conducted as per the University schedule for B.A and B.Com programme. While preparing the academic calendar the institution takes into account the cocurricular and extracurricular activities like NSS, Earn And Learn Scheme, celebrations of different days, sport activities etc.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

**No Data Entered/Not Applicable !!!**

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
<b>No Data Entered/Not Applicable !!!</b>					



[View File](#)

## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

**No Data Entered/Not Applicable !!!**

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	No	0	0

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### 3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
<b>No Data Entered/Not Applicable !!!</b>		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
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**No Data Entered/Not Applicable !!!**

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
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**No Data Entered/Not Applicable !!!**

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### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
04	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
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**No Data Entered/Not Applicable !!!**

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
6	7
<a href="#">View File</a>	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
00	00	00	2019	0	0	0
No file uploaded.						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	2019	0	0	0
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
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### 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
<a href="#">View File</a>			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	0
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
<a href="#">View File</a>				

### 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
No Data Entered/Not Applicable !!!			
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### CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

#### 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
100000	50000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
No file uploaded.	

#### 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Library Manager Software	Fully	2015	2018

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
<b>No Data Entered/Not Applicable !!!</b>			
No file uploaded.			

#### 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	60	31	1	1	1	5	6	1	0
Added	0	0	0	0	0	0	0	0	0
<b>Total</b>	<b>60</b>	<b>31</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>5</b>	<b>6</b>	<b>1</b>	<b>0</b>

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

1 MBPS/ GBPS
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4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
<b>No Data Entered/Not Applicable !!!</b>	

#### 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
400000	35000	50000	100000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

<p>? <b>Laboratory</b> : The institution makes sufficient arrangement for the maintenance of the institutional laboratory' • Class fourth staff clean /sweep the laboratory. • Administration office makes financial provision for the maintenance of the equipments. • The nonuse equipments are kept aside. • Minor and major repairs made by the technician. ? <b>Library</b>: The institution have good and well established library. It's maintained as below. • Peons and Earn and Learn students clean the library every day. • The books are kept on the rack properly every day. • Out dated edition/ text book are kept aside. • Minor repairs made by the book binders. • The technical problems are solved by the technician. • The budget for the purchase book is decided by the library advisory committee. • All the electrical equipments are maintained by electrician. ? <b>Sport Complex</b>: Under the supervision of physical director sport complex are maintained. • Gymkhana and ground is clean by the peons regularly. • Minor damages and repairs are made by physical director himself. • For major</p>
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repairs the technician is called. • The budget provision is made from gymkhana committee for the new equipments and hosiery. • The non use equipment is kept as dead stock register every year. ? Computer Lab: Lab technician is maintaining computer lab. • Minor repair and maintenance of the computer is done by the staff. • Major repairs are done by technician. • Budgetary provision is made by the institution. ? Classrooms : • Classrooms are made clean by the peons. • The institution approves financial support. • ICT classrooms are available in the institution and it's maintained by technician. ? Sanitization facility : • Toilets are cleaned by daily wages labour. • The maintenance of overall infrastructure and campus is done with consultancy of the local administration. • For pure drinking water purifier is installed and it's maintained by technician regularly.

<http://www.accollegebelapur.in>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

Name/Title of the scheme	Number of students	Amount in Rupees
<b>No Data Entered/Not Applicable !!!</b>		
<a href="#">View File</a>		

#### 5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
<b>No Data Entered/Not Applicable !!!</b>			
<a href="#">View File</a>			

#### 5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Carrier Guidance	34	60	2	2
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#### 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	30

### 5.2 – Student Progression

#### 5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

00	0	0	00	30	11
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#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

#### 5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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#### 5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
No Data Entered/Not Applicable !!!		
<a href="#">View File</a>		

### 5.3 – Student Participation and Activities

#### 5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
<a href="#">View File</a>						

#### 5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has formed student council. It is constituted according to the Maharashtra University act 1994 sub section 40b. As the student council is constituted according to the Maharashtra university act, the parent university has not asked to form the student council for the academic year 201819. But the institutional level the college has formed the student council for the same academic year. It is as follows: Sr. No. Name Designation 1 Dr. G.P.Kokate Principal - Chairman 2 Mr. S.M. Nawale One lecturer, Nominated by the Principal 3 Mr. V.M. Gaikwad National Service Scheme Program 4 Mr. V.N. Kale Director of Sport and Physical Education 5 Mr. R. D. Navale Sports Representative 6 Miss. S. B.Kale F.Y.B.A Class representative 7 Miss. P. A. Kale S.Y.B.A Class representative 8 Miss. R. G. Barde T.Y.B.A Class representative 9 Miss. K. K. Suryawanshi F.Y.B.com Class representative 10 Miss S. G. Rashinkar S.Y.B.Com Class representative 11 Miss. A. D. Gaikwad T.Y.B.Com Class representative 12 Miss. N. S. Aadhav NSS representative 13 Miss. V. S. Daware Cultural representative 14 Miss. A.M. Girme Ladies representative(B. A. faculty) 15 Miss. P. P. Bankar Ladies representative (B.Com. faculty) Student council helps the institution in the following activities: • To organize and arrange various days. • To conduct various competition. • It plays a vital role in prize distribution ceremony. • It plays a vital role in day today activities. The

institution has various academic and administrative bodies which have student representatives in them. As: • Library advisory committee • Student council • Magazine committee • Antiragging committee • Antisexual committee • Student redressal committee • NSS committee • Gymkhana committee • Cultural committee • Canteen committee • Women empowerment committee • Anand Bazaar committee • Basic Computer Skill Committee • Karate training Committee Benefits of the student council to the institution : • Smooth conduction of the different programme and the activities. • To maintain the disciplinary activities. • Provide manual help. • Student habituated to participate in different programmes voluntarily. • Promotes leadership among them.

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

76

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

• Meetings Date: 27/09/2018, 20/11/2018 • Alumni Meet: 28/11/2018

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words) The institution has decided its clear vision. These are communicated to students, teachers, staff and stake holders. Vision: To provide and facilitate qualitative higher educational opportunities to the socioeconomically backwards and marginalized section of the society. 'Dnyan Mayo Bhava' is our Motto. It is a Sanskrit slogan. It means that what is 'Pure and Pious' is the knowledge. A knowledgeable person can change the lives and conditions of the surrounding people. He can also change the attitudes and directions of the people around him. The education changes the people into well culture personalities. There are practices of decentralization and participative management during the last years. These are fallows: • The institution has six departments. The HOD are themselves responsible persons for their departmental activities. They are given full freedom to make arrangements for curricular, cocurricular and extracurricular activities. Practices of decentralized : • The HOI gives helping hand in monitoring and coordinating the departmental activities. • The HOI, at the beginning of each academic year constitutes the various committees for good governance. This helps him to decentralise the academic and administrative work among the different committees. • The institute has constituted various committees for the decentralisation of the governance. Therefore it is easy to monitor the different activities in the institution. • The chairperson of each committee distributes the responsibilities among the member and communicates through notices, circulars and letters. The chairperson carries out the operations with full freedom. Mission : • To provide quality education to the rural students especially the girls. • To uplift the rural students to the national development. • To facilitate the educational opportunities to socially,

economically and educationally backward students. • To increase the ratio girls in higher education as well as to develop skills among them. Participative Management : The institution has participative management • The institution promotes a culture of participative management with the help of the chairpersons, members of various committees and supporting staff, the head of the departments, members of College Development Committee. The HOI supports different activities. • The College Development Committee includes two member from management, one HOD nominated by Principal, three members from the teachers one member from ladies teacher, IQAC coordinator, one member from students council, four members from distinguished fields, one member from alumni are nominated by the management and one member from nonteaching staff. The HOI functions as the secretary and conducts two meetings in the academic year. • The HOI conducts frequent meetings with teaching and non teaching staff for the implementation of different plans and policies. • Some meetings are also conducted with student council to solve their problems and difficulties. • The HOI also conduct meetings with alumni and parents every year. The feedback from them is taken for the necessary action and improvement of the governance.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

## 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	<p>? Curriculum Development : The institution is affiliated to S. P. Pune University therefore it has little role in developing curriculum. The board of studies in every subject prepares the curriculum. The S. P. Pune University conducts workshop for the curriculum development. The institution provides financial assistance to faculty members for the contribution in syllabus designing workshops. ? Teaching and Learning : The institution appoints qualified and well experienced teachers for teaching. These teachers use traditional as well as modern teaching methods like lectures, group discussion, classroom seminars, tours and industrial visit. • The teacher conducts practical works, project reports, demonstration, test and tutorial for teaching learning. Frequent interactions from the students in the form of question answer, study material, question paper sets are provided to the students. • Power point presentations on some topics from the syllabus, documentary, movies are shown to the students. Some lectures of skilled persons are conducted for the students. • The library provides books, news papers, magazines, articles, other study material, ejournals to the students. • The institution conducts</p>



different bridge courses for interdisciplinary students. The feedback is collected from the students for the evaluation of teaching learning. ? Examination and Evaluation: The institution informs the students and teachers about the examination and evaluation process. The parent university publishes guidelines on its website about examination and evaluation methods as follows - • The S. P. Pune University publishes the details of examination on its website and the institution displays this information on its notice board. • The examination committee informs about all examination to the teachers and students in its meeting. • Instructions regarding examinations are displayed outside the examination hall. • The teachers instruct the students in the class room about test and tutorials, passing criteria and the internal assessment. • The teachers are communicated about the updates of evaluation process at the CAP centre by written notification. • Test, Tutorials, Presentations, assignments and projects are conducted for evaluation and examination of the students. ? Research and Development : The institution promotes research and development activities for the teachers and students as follows : • The institution promotes the faculties for the research work and projects. • The teachers are encouraged to publish research paper in different journals at state, national and international level. • The library provides the books, eBooks, eresources, computer with internet facilities and reprography for the development of the research. • The institution promotes research culture for students through project activities in the subjects like commerce, economics and environmental awareness. • The institutions grants duty leaves, registration fees and TA/DA to the teachers who want to participate in seminars, workshop and conferences at state and national level. • The institution organises state and national level seminar. ? Library, ICT and Physical Infrastructure / Instrumentation : To develop and update facilities in library, ICT and physical

infrastructure and instrumentation, the institution has decided following strategies :

- Well equipped and furnished central library with facility of reading room.
- 4143 text books, 1308 reference books, 62 journals, are purchased.
- ITC based instruments and computer are provided with internet to use OPAC facility in the library.
- Library is open for eight hours a day for near about 275 days.
- The institution provides the physical infrastructure like class room, seminar hall with LCD projector, examination department, commerce lab, departments, staff room, administrative office, meeting hall, cycle stand, two and four wheeler parking.
- Computer lab with WiFi internet facility.
- Gymkhana, NSS department, Hirkani Kaksh, ladies room, health care centre, first aid box, potable water, etc. ?

Human Resource Management : The institutions achieves human resource management as follows:

- Utilize and manages the human resources under the guidance of HOI as per the guidelines of S.P. Pune University Pune and State Government of Maharashtra.
- The update record of lectures of teaching faculty is maintained. The performance of staff is evaluated through self appraisal.
- 

The HOI personally observes the lectures of the faculty. He prepares the confidential report of individual and sends it the management.

- Motivates the faculties for various research activities. It grants the leave for orientation course, refresher course, short term courses and summer/winter school programmes.
- Collects the feedback of students for evaluation. ?

Industry Interaction / Collaboration : The institutions has connection with the industry interaction/ collaboration as follows:

- The institution provides opportunity to the students to interact with industries. It arranges visit to banks market and industries for the understanding of working mechanism and administration of these units.
- The institutions invite the resource persons to interact with teachers and students.
- The institutions organises research oriented guest lecturers for faculty and students.
- The institutions have Collaborate with

Abhinav Karate Sanstha Belapur. • The institutions have Collaborate with Shringar Beauty Parlour Belapur. ? Admission of Students : The institution ensures transparency in the admission process as : • Displays flex board nearby area. • Displays admission notices at nearby junior colleges and institutions has its own website which also make publicity/advertisement. • The prospectuses are given to the eligible candidates. • The institutions displays category wise merit list of the students desirous for the admissions. • The student having their names in the merit list is given admission preferably. • If the seats in the division are vacant the information is displayed on the notice board of the institution. • The college has established special admission committee for counselling the students. • Reservation policies are followed strictly as per S. P. Pune University Pune and Government of Maharashtra.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>? Planning and Development The IQAC plays very important role in the planning and development of the institution. • All action plans for all operations are formulated by IQAC for the development of the institution. • All actions, plans, operations are communicated to the HOI. • The strategies and plans are discussed in the meeting of CDC and communicated to the top management through the HOI. • The management discusses the strategies plan with the HOI, which are finalized and carried out by the different committees. • Proper support is achieved for policy and planning through need analysis and consultation with the stakeholders. ? Administration Belapur Education Society promotes different activities and provides infrastructural facilities to the institution. Its administration runs as follows: • All of the suggestions are decided by IQAC committee. The IQAC gives instructions to HOI. • The HOI calls the meeting of CDC and the most of the decisions are finalized in these meetings. • The HOI arranges the regular meetings with the top management. The favourable decision and</p>

resolution are passed. • The HOI conducts frequent meetings with the chairpersons of different committees and distribute responsibility among the faculties. • The students participate in different committees to work out the plans and policies of the institution. • The administrative office plays vital role for the implementation of the different administrative work. ?

Finance and Accounts : For effective and efficient use of the financial resources the budget and cash flow statement is prepared by the institution and approved by Belapur education society at the outset of every academic year. The institutional mechanism to monitor effective and efficient use of available financial resource is as follows : • Approves the budget and expenditure statement as per the requirement through Belapur Education Society. • The financial resource is available through various scholarships and free ships of OBC, SC, ST, NT, etc. • All the financial resource is managed with the help of CDC and HOI and its internal and external audit is done by a chartered accountant. • Financial audit and accounts are kept update. ?

Student Admission and Support : Students from all the categories including SC/ST/OBC etc. are eligible for the admission. The students who fulfill the basic eligibility for admission are admitted as per the norm of S. P. Pune University Pune. The institution has adopted the following procedure for the admission: • Merit: - The admissions are given to the students by considering their merit the list has been prepared by the institution. • Admissions are given on the basis of merit list. No entrance test and no interview program are available in the institution. • There are no admissions by any other ways. • Donations are not accepted by the institution for the admissions. • Management quota is not available for the admission process. • Category wise and merit wise a

### 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended	Name of the professional body for	Amount of support
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		for which financial support provided	which membership fee is provided	
<b>No Data Entered/Not Applicable !!!</b>				
<a href="#">View File</a>				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
<b>No Data Entered/Not Applicable !!!</b>						
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Short Term (NSS)	1	01/06/2018	10/06/2018	10
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	16	8	8

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
PF, Gratuity, House Loan	PF, Gratuity, House Loan	Earn and Learn Scheme, Insurance, Scholarship

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

<p>? For the proper use of financial resources and funds the institution prepares the annual budget. It is approved by Belapur Education Society. • The financial resources, funds are available through some part of admission fees. • Some funds are available through different scholarships. • The different funds are distributed to different departments prior approval of CDC and HOI. The institutional mechanism for internal and external audit are as follows : • The Institution has a mechanism for internal and external audit the end of every financial year from a charter accountant Mr. B. N. Murkute and company Shrirampur. • The last audit of the institution was done at the end of financial year 20182019. • No audit objection was there found.</p>
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6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government	Funds/ Grnats received in Rs.	Purpose
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funding agencies /individuals		
Nil	0	Nil
No file uploaded.		

6.4.3 – Total corpus fund generated

0
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### 6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	IQAC
Administrative	No	Nil	Yes	CDC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

<ul style="list-style-type: none"> <li>• Teacher Guidance Scheme.</li> <li>• Smooth conduction of parents meets.</li> <li>• The improvement in teacher students' relations and sociability.</li> </ul>
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6.5.3 – Development programmes for support staff (at least three)

<ul style="list-style-type: none"> <li>• Faculty improvement programme</li> <li>• Different leaves for different programmes</li> <li>• Facilitates different fees</li> <li>• Economical needs</li> </ul>
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6.5.4 – Post Accreditation initiative(s) (mention at least three)

<ul style="list-style-type: none"> <li>• Improvement and development in the library</li> <li>• Overall development of the gymkhana</li> <li>• Availability of different certificate courses</li> </ul>
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6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
No Data Entered/Not Applicable !!!					
<a href="#">View File</a>					

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Basic Computer Skill	01/09/2018	30/11/2018	200	40

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources :201819 Institution has not any provision of renewable energy source, but the motto of the institution is 'Save Energy is to Create Energy'. The institution has displayed the boards showing energy conservation slogans and save energy slogans. Institution promotes the use of LED bulb and tube light to save electrical energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	1

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	2	2	31/08/2018	26	Tree Plantation	Important of Tree Plantation	157
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Prospectus	21/05/2018	The institution publishes the prospectus at the beginning of every academic year. Latest and updated information about the admission process and procedure is published in it. The facilities, eligibility criteria, source available, examination pattern, antiragging forms, subject lists, academic calendar, scholarships for the different categories, name of the faculty member with their designation and contact number etc. are published in the prospectus.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Word Yoga Day	21/06/2018	21/06/2018	105

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

- Tree Plantation in College campus
- Complaint box for student
- Frequently arrange the culture and other programme
- Grievance committee
- Teacher guardian scheme
- Parents' meet

## 7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) 'Karate Training Course' 2) 'Aanand Bazar'

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

## 7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The vision of the institution is to provide and facilitate the student's qualitative higher educational opportunities to the socio economically backward and marginalized section of the society, especially the girl students. To fulfill the vision, the institution tries hard as follows:

- It provides the quality education to the rural students especially the girls.
- The institution tries to increase the ratio of girls in higher education from the rural area.
- The institution develops the various skills among them.
- The institution wants to improve the status of the rural girl students through education.
- It helps to achieve academic excellence in higher education.
- It decided to develop overall personality of the girl students. To fulfil this mission and vision the institution provides more facilities like the following.
- It arranges the lectures of eminent scholars to change the attitudes and views of the girls.
- Conducts the different programs for woman empowerment.
- It provides the facilities like more books, internet, e-library, journals etc.
- Conducts class room seminars and group discussion.
- The institution facilitates with more physical facilities.
- The 'Hirkani Kaksh' is made available for those who are married and having the children, so that they could not find inconveniency in the institution.
- The sport department arranges special games and exercise program for them.
- Health check up camps and HB check up camps are arranged for them.
- It pays attention to their socialization and mobilization.
- Conducts the karate classes for the self defence.
- Separate ladies room and toilet facilities are made available for them.
- Arranges different rallies against women exploitation.
- Organizes different sensitization programs to abolish the gender discrepancy.
- The institution conducts various value added and enrichment programs to offer holistic development.
- Inculcate moral and ethical values among them.
- It teaches employable and life skills for better career option.
- Insist on the importance of water conservation, disaster management and environmental awareness.
- The meritorious girls students are awarded in the annual function.
- The girl students are given active participation in student council and various committees.
- As a result, more flow of girl students to the institution.

Provide the weblink of the institution

## 8.Future Plans of Actions for Next Academic Year

In the academic year 201819, the NAAC peer team had visited the institution and



offered 'B' Grade. The peer team had advised some important suggestions to the institution. So the institution has decided the future plan of action as follows:

- ? To facilitate the students with more ICT based class room: The institution has some ICT based class rooms but these are not sufficient as per the strength of the students. The institution is in rural area, so the rural students are more eager to use ICT based facilities and learn more from it. Teaching learning process will be more effective and useful to the students.
- ? To offer the students with more short term certificate courses: The institution has decided to offer the students with more short term courses. The student receives their degrees with the traditional method of study. So the institution is hopeful to offer them the new way to become business oriented person.
- ? Tree plantation movement: The institution is located in the shadow of rain fade area of Sahyadri mountain hills. So in this area the rain fall is not adequate. The people always face the drought situation. There is always lack of potable water and the water for the farming. Keeping this issue in view and the government's call for tree plantation and the institution has decided its view as 'One Graduate One tree'.
- ? To make more improvement and development in the library: The institution has decided to buy more text books, reference book, periodicals, various software for the development in the library facility. The students and stakeholders will free to reading.
- ? To get ISO Certificate: The institution is hopeful to get an ISO certificate for its standardization.
- ? To achieve 12B, 2F certificates from UGC Delhi : The institution has not yet got the 12B 2F certificates for the permanent affiliation as it is facing more problems for the various grants from the UGC.
- ? To start Post Graduate Department: The institution provides the education up to graduation only. The students, especially the girls, do not attend the P. G. centres due to travelling facilities to the P. G. Centres. As a result most of the girl students are far away from higher education.
- ? To set up a Career Guidance Centre: Most of the students face the problem of advanced and innovative techniques in the rural area. The more number of students do not appear for the competitive examination. So the institution has decided to set a centre for career guidance.