

ANNUAL QUALITY ASSURANCE REPORT
(2017-18)



Belapur Education Society's

ARTS AND COMMERCE COLLEGE
BELAPUR

TAL – SHRIRAMPUR, DIST- AHMEDNAGAR, PIN- 413715

TRACKING ID. MHCOGN 26272

Submitted to

National Assessment and Accreditation Council,
(NAAC)

Bengaluru

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Institutions Accredited by NAAC need to submit an Annual self-reviewed progress report i.e. Annual Quality Assurance Report (AQAR) to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the IQAC at the beginning of the Academic year. *The AQAR period would be the Academic Year. July 1, 2017 to June 30, 2018.*

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution: ARTS AND COMMERCE COLLEGE BELAPUR.

- Name of the Head of the institution : **Dr. Bhausaheb Ramchandra Pawar**
- Designation : **Incharge Principal**
- Does the institution function from own campus : **Yes**
- Phone no./Alternate phone no. : **(02422) 244466,243748**
- Mobile no. : **9970255951**
- Registered e-mail : **accbelapur@gmail.com**
- Alternate e-mail : **drpawar2012@gmail.com**
- Address : **At/Post- Belapur, Tal- Shrirampur,
Dist- Ahmednagar, City/Town : Shrirampur
State / UT: Maharashtra**
- Pin Code : **413715**

2. Institutional status:

- Affiliated / Constituent : **Affiliated**
- Type of Institution: Co-education/Men/Women : **Co-education**
- Location : Rural/Semi-urban/Urban : **Rural**
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing
(Please specify) : **Grants-in aid**

- Name of the Affiliating University : **Savitribai Phule Pune University, Pune**
- Name of the IQAC Co-ordinator : **Dr. Pawar Babasaheb Nanasaheb**
- Phone no. : **9822573581**
Alternate phone no.
- Mobile : **7972318441**
- IQAC e-mail address : **accbelapur@gmail.com**
- Alternate Email address : **bnpawar81@gmail.com**

3. Website address: www.accollegebelapur.org

Web-link of the AQAR: (Previous Academic Year): **Not Applicable**

4. Whether Academic Calendar prepared during the year? **2017-18**

Yes/No....., **Yes**. If yes, whether it is uploaded in the Institutional website: **Yes (Annexure II)**

Weblink: www.accollegebelapur.org

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.24	October 2017	from:2017-18 to: 2021-22
2 nd	--	--	--	from: -- to: --
3 rd	--	--	--	from: -- to: --
4 th	--	--	--	from:-- to: --
5 th	--	--	--	from: -- to: --

6. Date of Establishment of IQAC : **28/08/2015**

7. Internal Quality Assurance System

7.1 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
Alumni Meet	15/09/2017	22
Parent meet	15/09/2017	25
Feedback system	June 2018	10 % of total Students
Staff Academy	2017-2018	16

Bridge Courses	1 st July to 14 August 2017	31
HB Checking Camp for girl students	02/08/2017	75
Computer Literacy	08/01/2018 to 22/01/2018	25
	13/02/2018 to 27/02/2018	19

Note: Some Quality Assurance initiatives of the institution are:
(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification
- NBA etc.
- Any other Quality Audit

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
Institution	Scholarship	Govt. of India	2017-18	2075925
Institution	Scholarship	S. P. Pune University	2017-18	50000
Institution	Scholarship	S. P. Pune University	2017-18	48000

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

- upload latest notification of formation of IQAC www.accollegebelapur.org

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website...www.accollegebelapur.org ...(Separate File Attached).

Yes

(Please upload, minutes of meetings and action taken report)

- 11.** Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ☒

If yes, mention the amount : -- Year : --

- 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.

- 13.** Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year 2017-18

Plan of Action	Achievements/Outcomes
NAAC Accreditation	NAAC Accredited with 'B' Grade
Dress Code for Students	Successfully implemented
Library – Reading hall and Barcode facility	Improve the seating capacity in reading hall, Registered 100% books with Barcode
Develop research Culture	Various faculties published research papers in UGC listed Journals and arranged guest lecture.
Arrange alumni and Parents meets	Successfully arrange meets
Feedback system	Teacher, Students, Alumni and over all evaluation feedback forms are analyzed
Gymkhana – To motivate students participate in various games	Various students are selected in Zonal, University and state level
Woman empowerment	HB check up camp, HIV & AIDS awareness lecture arranged successfully
To start Certificate course	'Basic Computer skill' – Certificate course completed

- 14.** Whether the AQAR was placed before statutory body? Yes /No: **Yes**

Name of the statutory body: College Development Committee

Date of meeting(s): 29/11/2018

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: Yes

Date: 9, 10 Oct. 2017

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2017-18

Date of Submission: 17/01/2018

17. Does the Institution have Management Information System?

Yes ☒ No

If yes, give a brief description and a list of modules currently operational.
(Maximum 500 words)

The institution has management information system and its progress report has been submitted to AISHE of the S. P. Pune University, Pune on 17 January 2018. The Certificate has been issued to the institution and its number is AISHE-C-41316-2017. This includes the staff and the academic information as follows:

- 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.
- Enrolment of physically handicap students: One Orthopedically impaired student is enrolled in the institution.
- Minority students enrolment: There are 12 male and 7 female students are from Muslim community. 2 male and 1 female from the Jain and 1 male from Christian community.
- Student availing facility of scholarship/ free ship: The total numbers of students availing GOI scholarship are 255. The total number of students availing EBC scholarship is 389.
- Availability of study materials at higher education's library: The numbers of books are 6756 and periodicals are 37. Maps, theses, specimen copies of books, linguaphones, CDs and other materials are available in the library.
- Physical education information.
- Students examination details : The total number of students appeared for exam in 2017-18 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 2017-18

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Basic Computer Literacy Course	--	8/1/2018 to 22/1/2018, 13/2/2018 to 27/2/2018	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 2017-18

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
--	--	--	--

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	UG	PG	Date of implementation of CBCS / Elective Course	UG	PG
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			System		
--	--	--	--	--	--
Already adopted (mention the year) 2017-18					
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year 2017-18					
	Certificate		Diploma Courses		
No of Students	44		--		
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	
--		--		--	
1.3.2 Field Projects / Internships under taken during the year					
Project/Programme Title			No. of students enrolled for Field Projects / Internships		
Earn and Learn Scheme			15		
NSS special Camp			75		
Industrial Visit			25		
Bank visit			52		
1.4 Feedback System					
1.4.1 Whether structured feedback received from all the stakeholders.					
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents	
Yes	Yes	No	Yes	No	
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)					
<p>The institution obtains feedback from the students and stakeholders. These are analyzed and utilized for overall development of the institution as:-</p> <ul style="list-style-type: none"> • 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. 					

CRITERION II -TEACHING-LEARNING AND EVALUATION**2.1 Student Enrolment and Profile****2.1.1 Demand Ratio during the year 2017-18**

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B.A	240	188	188
B.Com	132	121	121

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	644	N.A	16	N.A	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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
16	16	LCD, Computer, Laptop, Mobile	02	02	Internet, Wi-Fi, PPT,CD, DVD etc.

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
644	16	40:1

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	03	--	05

2.4.2 Honours and recognitions 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
	1. Dr B. R. Pawar- State Level	I/C Principal	Shikshak Gaurav Puraskar-2018(Saptahik Updeshak Ahemednagar)
			Rajashree Chatrapati Shahu Maharaj Maharashtra Bhushan Puraskar-2017(Milind Sanstha Kendra, Nashik- Shinde Palase)
	2. Dr. B. D. Bachkar- State Level	Assistant Professor	Charmkar Vikas Sangh's Educational Award.
	3. Dr. G. P. Kokate- State Level	Associate Professor	Adarsh Shikshika Gun Gaurav Puraskar-2018(Rajyastar Upkramshil Shikshika Sanstha,Junnar)
	4. Smt. R. S. Unde- International Level	Assistant Professor	Bharat Vidya Ratan Award-2017 (International Business council, Delhi)

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 2017-18				
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
F.Y.	B.A	2017-18	07/04/2018	22/05/2018
S.Y	B.A	2017-18	24/04/2018	19/06/2018
T.Y	B.A	2017-18	25/04/2018	19/06/2018
F.Y	B.Com	2017-18	27/03/2018	22/05/2018
S.Y	B.Com	2017-18	04/04/2018	05/06/2018
T.Y	B.Com	2017-18	05/04/2018	05/06/2018
2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)				
<ol style="list-style-type: none"> 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)				
<p>Academic calendar:- Academic calendar is prepared before the commencement of every academic year. It includes curricular, co-curricular and extracurricular activities.</p> <p>Time Table –</p> <ul style="list-style-type: none"> • 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. • Term-wise separate teaching plans are prepared for each subject. <p>Test and Tutorials –</p> <ul style="list-style-type: none"> • Institution conducts test and tutorials in each term. • Institution arrange Industrial visits and study tours. <p>Examination –</p> <ul style="list-style-type: none"> • 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. <p>While preparing the academic calendar the institution takes into account the co-curricular and extracurricular activities like NSS, Earn And Learn Scheme, celebrations of different days, sport activities etc.</p>				
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) : www.accollegebelapur.org ...(Separate File Attached).

The student performance and learning outcomes are as follows:

Academic programme outcomes:

- Rise in the admission of socially and economically backward students.
- Especially increase in the number of girls students
- The student learn to utilize their potential and energy for the constructive work
- The behaviour of the students become disciplined

The institutional motivation and outcomes:

- Student's knowledge has been enriched and improved
- The faculty members have improved their higher qualifications like Ph. D/M. Phil
- Teaching / learning quality is improved
- Faculty members attended more number of seminars, workshops
- More number of research paper are presented in state/ national/ international levels
- Effective and smooth functioning of teaching learning process
- Improvements in academic results
- Introduced bridge course for classes
- Different projects are imparted to the students

Course outcomes:

- Facilitate student for job/ self employment
- Improve the advanced knowledge and research facility
- Improvement in different skills
- Create confidence among students
- Motivate to start own business

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B.A	T.Y.B.A	54	14	25.92
B.Com	T.Y.B.Com	84	59	70.23

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)

The institution has designed overall evaluation feedback form. At the end of every academic year when the result is declared by the parent university the students are asked to fill up these forms. Maximum 10% students fill up their performance. The results and the details are to be provided at weblink.

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 organizations**

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	--	--	--	--
Minor Projects	--	--	--	--
Interdisciplinary Projects	--	--	--	--
Industry sponsored Projects	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students Research Projects (other than compulsory by the College)	--	--	--	--
International Projects	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	--	--

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(s)
--	--	--

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year 2017-18

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
Sports (Kabaddi)	Mr. Mungse Bhavesh Bansi	S. P. Pune university pune	2017-18	Inter University Winner
	Mr. Jadhav Nivrutti Rajendra	Ahmednagar District Zone	2017-18	Inter Zonal Runner
	Mr. Mungse Bhavesh Bansi	Ahmednagar District Zone	2017-18	Inter Zonal Runner
Sports (Ball Badminton)	Mr. Jadhav Avinash Purushottam	Ahmednagar District Zone	2017-18	Inter Zonal Runner

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

Incubation Centre	Name	Sponsored by
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--	--	--
Name of the Start-up	Nature of Start-up	Date of commencement
--	--	--
3.3 Research Publications and Awards		
3.3.1 Incentive to the teachers who receive recognition/awards		
State	National	International
03	--	01
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)		
Name of the Department	No. of Ph. Ds Awarded	
--	--	
3.3.3 Research Publications in the Journals notified on UGC website during the year 2017-18		
	Department	No. of Publication
National	Marathi	01
	Hindi	01
	Commerce	02
	Commerce	01
	Physical Education	01
International	Commerce	04
	Economics	01
3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year 2017-18		
Department		No. of publication
Marathi (Dr. G. P. Kokate)- Book		01
Marathi (Dr. G. P Kokate)- Chapter in book		01
Commerce (Dr. B. R. Pawar)- Book		01
Physical Education (Mr. V. N. Kale) Paper in International Conference		01
Commerce (Mr. P. D. Deshpande) Paper in National Conference.		01
Economics (Smt. R. S. Unde)- Paper in National Conference.		01
Hindi (Dr. B. D. Bachkar)- Paper in State level Conference		01
3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or Pub Med/ Indian Citation Index		

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations
--	---	--	--	--	--	--

3.3.6 h-index of the Institutional Publications during the year: 2017-18 (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
--	--	--	--	--	--	--

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year : 2017-18

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	05	24	06	04
Presented papers	04	04	02	--
Resource Persons	--	--	03	--

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 co-ordinated such activities	Number of students participated in such activities
NSS Special Camp	Savitribai Phule Pune University and Adopted Village Belapur Kd.	02	75
NSS Regular Activity	Savitribai Phule Pune University	02	150

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year 2017-18

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
--	--	--	--

3.4.3 Students participating in extension activities with Government Organizations, Non-Government Organizations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year 2017-18

Name of the scheme	Organizing unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities

Student Development and /NSS	S. P. Pune University	Swachha Bharat Abhiyan	03	150
NSS	S. P. Pune University	AIDS awareness Day	02	150
Woman empowerment	PHC Belapur	HIV and AIDS Counseling	02	51
Woman empowerment	Sidhivinayak Yuva Manch Belapur	HB checking Camp for girls	02	75
Sports Athletics	Inter college Ahmednagar Zone	Athletics Competition	01	03
Sports Kabaddi	Inter college Ahmednagar Zone	Kabaddi	01	10
Sports Ball badminton	Inter college Ahmednagar Zone	Ball Badminton	01	10

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year 2017-18

Nature of Activity	Participant	Source of financial support	Duration
--	--	--	--

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year 2017-18

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Research	Guideship	R. B. N. B. College Shrirampur Phone, 02422 222347	Since 2008	04
Research	Guideship	C. D. Jain College Shrirampur Phone : 02422 222245	Since 2017	02

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year **2017-18**

Organization	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
--	--	--	--

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
300000	404844

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	2 Acres	--
Class rooms	14	--
Laboratories	01	--
Seminar Halls	01	--
Classrooms with LCD facilities	02	--
Classrooms with Wi-Fi/ LAN	02	--
Seminar halls with ICT facilities	01	--
Video Centre	--	--
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	413679
Others	--	--

4.3 IT Infrastructure**4.3.1 Technology Upgradation (overall)**

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	60	31	01	01	01	05	21	01	-
Added	-	-	-	-	-	-	-	-	-
Total	60	31	01	01	01	05	21	01	-

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

...2... MBPS /GBPS

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
--	--

4.3.4 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
--	--	--	--

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	2017-18

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4012	410290	60	10710	4072	421000
Reference Books	1279	296303	14	7419	1293	303722
e-Books	--	--	--	--	--	--
Journals	23	8480	15	18880	38	27360
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	34	1200	--	--	34	1200
Library automation	01	14000	--	--	1	14000
Weeding (Hard & Soft)	--	--	--	--	--	--
Others (specify)	1411	176963	01	250	1412	177213

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 **2017-18**

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
100000	167494	800000	818523

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) www.accollegebelapur.org

❖ **Laboratory :-** 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 non-use equipments are kept aside.
- Minor and major repairs made by the technician.

❖ **Library: -** 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.
- ❖ **Sport Complex:-** 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 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.

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
Financial support from institution	--	--	--
Financial support from other sources			
a) National (GOI Scholarship)	OBC	103	476460
	OBC FS	01	3580
	SBC	01	4740
	SC	80	503085
	ST	27	173150
	ST FS	02	6895
	VJNT	34	156930
	VJNT FS	06	20290
	SC FS	01	3355
State Government Scholarship	RCSMSSY	202	727440
UGC - S. P. Pune University	Krantijyoti Savitimata Phule Arthsahayya Yojana	10	50000
UGC - S. P. Pune University	Arthik Durbal Ghatak Vidyarthi Arthsahayya Yojana	16	48000
b) International	--	--	--
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 implementation	Number of students enrolled	Agencies involved
Basic computer skills	08 to 22 Jan.2018 &	25	Self
	13 to 27 Feb.2018	19	Self
Bridge course	01 July to 14 August 2017	22	Self

Earn and Learn Scheme	01 April 2017 to 28 Feb. 2018	15	S.P. Pune university
Nirbhay Kanya Abhiyan	01 Feb. 2018 to 03 Feb. 2018	100	S.P. Pune university
Vidhyarthini Vakyimatv Vikas	19 Jan. 2018 to 24 Jan. 2018	93	S.P. Pune university
Vishesh Margdarshan Yojana	01 Jan. 2018 to 20 Jan. 2018	100	S.P. Pune university
Disaster Management	30 Jan. 2018 To 17 Feb. 2018	139	S.P. Pune university
Clean India Programme	15 Jun. 2017 to 30 Apr.2018	150	S.P. Pune university
Yoga	21 June 2017	110	Self

5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year 2017-18

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counseling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-18	Carrier Guidance	12	75	02	02

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year 2017-18

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	15

5.2 Student Progression

5.2.1 Details of campus placement during the year 2017-18

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
--	--	--	--	34	13

5.2.2 Student progression to higher education in percentage during the year 2017-18

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	41	B.A/ B.Com	Arts- 11	R.B.N.B.	M.A

				College, Shrirampur	
			Commerce-30	C.D. Jain College Shrirampur. ACS Rahuri College. ACS Kolhar College. ACS College, Sonai	M.Com/ CS

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	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	--	--
SET	02	172394, 175273
SLET	--	--
GATE	--	--
GMAT	--	--
CAT	--	--
GRE	--	--
TOFEL	--	--
Civil Services	--	--
State Government Services	--	--
Any Other	--	--

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year 2017-18

Activity	Level	Participants
NSS special Camp	College Level	75
Annual Sport Day	Inter class and Inter faculty	150
Convocation Ceremony	University level	28
Cultural Activity	College Level	44

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/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	II Place	Inter collegiate	Kabaddi	--	12016163698	Jadhav

						Nivrutti Rajendra(Team Captain)
	II Place	Inter Zonal	Kabaddi	--	12016163645	Mungase Bhaves Bansi
					12016163698	Jadhav Nivrutti Rajendra
	Winner	Inter University	Kabaddi	--	12016163645	Mungase Bhaves Bansi
	II Place	Inter zonal	Ball Badminton	--	12015159718	Jadhav Avinash Purushottam

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution 2017-18(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 2017-18. 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. B.R. Pawar	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. A.P. Jadhav	Sports Representative
6	Miss. P. A. Kale	F.Y.B.A Class representative
7	Miss. R.S. Gawade	S.Y.B.A Class representative
8	Mr. S.A. Randive	T.Y.B.A Class representative
9	Miss. S. G. Rashinkar	F.Y.B.com Class representative
10	Miss A.D. Gaikwad	S.Y.B.Com Class representative
11	Miss R. D. Bankar	T.Y.B.Com Class representative
12	Mr. P. K. Jadhav	NSS representative
13	Miss. D. S. Javale	Cultural representative
14	Miss. A.M. Girme	Ladies representative(B. A. faculty)
15	Miss. A.D. Gaikwad	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
- Anti-ragging committee
- Anti-sexual committee
- Student redressal committee
- NSS committee
- Gymkhana committee
- Cultural committee
- Canteen committee
- Women empowerment committee
- Anand Bazaar 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.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No

5.3.2 No. Of ~~registered~~ enrolled Alumni:

55

5.3.3 Alumni contribution during the year (in Rupees) :

--

5.3.4 Meetings/activities organized by Alumni Association :

- **Meetings Date: 08/09/2017, 14/11/2017**
- **Alumni Meet: 15/09/2017**

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)

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 socio-economically 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, co-curricular 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 co-ordinator, one member from students council, four members from distinguished fields, one member from alumni are nominated by the management and one member from non-teaching 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/No/Partial:

Yes. The Institution has a management information system. It is partially working.

- The work of the MIS includes scholarships, employee recruitment and pay-roll.
- It collects all the data about the students, staff and library.
- MIS also prepares different reports which are helpful for the management, principal and office for better decisions.

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):

The quality improvement strategies adopted by the institution for each of the following are as follows :

❖ 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, e-

journals to the students.

- The institution conducts 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, e-resources, 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 e-library with facility of reading room.
- 4072 text books, 1293 reference books, 38 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 Wi-Fi 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.

❖ **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:

❖ 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 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 admission are given to the students.

❖ **Examination :-**

The institution conduct test, tutorials and exam in each term:-

- The institution conducts the term end exam at the end of first term.
- Institution also conduct practical and oral exam for different subject as per the norms of annual university exams of Savitribai Phule Pune University Pune.
- The university exams are conducted as per university schedule for B. A. and B. COM. Programmes.

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 2017-18

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017-18	Sri. Kale V. N.	Sports	Arts and Commerce College Lenyadri Junner, Pune	1435
	Dr. Pawar B. N.	Politics	Babuji Avhad College Pathardi	540
	Mr. Kale V. N.	Sports	A. S. C. College Parner	460
	Mr. Nawale S. M.	Psychology	Babuji Avhad College Pathardi	540
	Dr. Bachkar B. D.	Hindi	ACS College Talegaon Dighe	280
	Mr. Kotkar C. N.	History	Babuji Avhad College Pathardi	490
	Mr. Nawale S. N.	Psychology	Loknete Vankatrao Hire Mahavidyalaya Nasik.	586
	Mr. Shahir S. G.	Office Superintendent	Amrutvahini Engineering College Sangamner	240

	Mr. Sadafule V. B.	Economics	PVP College Loni	280	
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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	--	--	--	----	---
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		Date and Duration (from – to)	
Refresher Course		01		28/10/2017 To 17/11/2017	
6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):					
Teaching			Non-teaching		
Permanent		Fulltime	Permanent		Fulltime/temporary
16		16	08		08
6.3.5 Welfare schemes for					
Teaching					
<ul style="list-style-type: none">• PF and Gratuity• Loans from Teacher Co- Operative Society• Rs. 50000 are given as emergency for medical treatment.• Duty leaves are given to faculty members for university examination work, workshops, Seminars, Orientation Course, Refresher Course and Short Term Course.• Medical leaves are given.• Reimbursement of registration fees for paper presentation, Workshops and seminars.					
Non teaching					
<ul style="list-style-type: none">• PF and Gratuity• Loans from Teacher Co- Operative Society• Rs. 50000 are given as emergency for medical treatment• Uniform distribution and washing allowance					
Students					
<ul style="list-style-type: none">• Earn and Learn Scheme is in practice from several years.• Scholarships for students• Group insurance scheme in collaboration with S.P. Pune University Pune• Internet facility, personality development, special guidance scheme, NSS, sport facilities, etc.					
6.4 Financial Management and Resource Mobilization					

6.4.1 Institution conducts internal and external financial audits regularly

(with in 100 words each)

- ❖ 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 2016-17.
- No audit objection was there found.

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 funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
--	--	--

6.4.2 Total corpus fund generated --

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	No	Yes	IQAC
Administrative	No	No	Yes	CDC

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

- Teacher Guidance Scheme.
- Smooth conduction of parents meets.
- The improvement in teacher students' relations and sociability.

6.5.3 Development programs for support staff (at least three)

- Faculty improvement programme
- Different leaves for different programmes
- Facilitates different fees
- Economical needs

6.5.4 Post Accreditation initiative(s) (mention at least three)

- Improvement and development in the library

- Overall development of the gymkhana
- Availability of different certificate courses

6.5.5

- a. Submission of Data for AISHE portal : (Yes /No) **Yes**
 b. Participation in NIRF : (Yes /No) **No**
 c. ISO Certification : (Yes /No) **No**
 d. NBA or any other quality audit : (Yes /No) **No**

6.5.6 Number of Quality Initiatives undertaken during the year 2017-18

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from-----to-----)	Number of participants
2017-18	Alumni meet	15/09/2017	One Day	22
	Parents' meet	15/09/2017	One Day	25
	Feedback System	June 2018	10 Days	10 % of total Students
	Staff Academy	2017-18	08 Days	16
	Bridge Courses	1 July 2017	1 July to 14 August 2017	31
	HB Checking camp for girls students	02/08/2017	One Day	75
	Computer Literacy	08 January 2018	08/01/2018 to 22/01/2018	25
		13 February 2018	13/02/2018 to 27/02/2018	25

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES**7.1 - Institutional Values and Social Responsibilities**

7.1.1 Gender Equity (Number of gender equity promotion program organized by the institution during the year): 2017-18

Title of the program	Period (from-to)	Participants	
		Female	Male
Female feticide oath	02/08/2017	75	--
HB checkups camp	28/08/2017	75	--
Rajasthani Art Demonstration	28/08/2017	73	--
HIV & AIDS Counseling	04/12/2017	53	--
Annual Winter Sports Competition	26/12/2017 to 30/12/2017	78	72
Youth week (Swami Vivekananda Anniversary)	12 to 18 /01/2018	136	24
Special Guidance Scheme	15 to 20/01/2018	76	24
Personality Development	24/01/2018	60	30
Educational Trip	25/01/2018	70	12

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 : 2017-18

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 2017-18

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	--
Provision for lift	No	--
Ramp/ Rails	Yes	--
Braille Software/facilities	No	--
Rest Rooms	Yes	--
Scribes for examination	Yes	--
Special skill development for differently abled students	No	--
Any other similar facility	No	--

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational	Number of initiatives taken to engage with and contribute	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
------	---------------------------------------------	-----------------------------------------------------------	-------------------------------------	------------------------	------------------	--------------------------------------------

	advantages and disadvantages	to local community				
2017-18	02	02	1 st to 31 st July 2017	Tree Plantation	Important of tree plantation	75
			1 st to 15 th August 2017	Swachh Bhart Abhiyan	Cline India Healthy India	150

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Prospectus	21/05/2017	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, anti-ragging 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.
‘Bilvadal’ and ‘Harihar’	22/01/2018	A wall magazine Bilvadal and annual magazine Harihar inculcate creativity among the students of the institution. These magazines provide better opportunities to think, imagine and create new skills among the students. These increase the students writing skills and innovative ideas. These magazines provide the opportunities to publish the students’ creative writing.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
World Environment Day	5 th June 2017	124
World Woman Day	8 th March 2018	75
World Yoga Day	21 st June 2018	110

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five): 2017-18

- 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

Describe at least two institutional best practices 2017-18

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

- 1) 'Ek Gaon Ek Parivar'
- 2) 'Aanand Bazar'

Website : www.accollegebelapur.org

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the weblink of the institution in not more than 500 words www.accollegebelapur.org

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 girls students to the institution.

8. Future Plans of action for next academic year (500 words)

In the academic year 2017-18, 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 University: -**

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.

Name _____

Name

*Signature of the Coordinator, IQAC
Chairperson, IQAC*

Signature of the

Annexure I**Abbreviations:**

AIDS	-	Acquired Immunodeficiency Syndrome
AISHE	-	All India Survey on Higher Education
B. A	-	Bachelor of Arts
B. Com	-	Bachelor of Commerce
B. C. U. D.	-	Board of College and University Development
CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
COP	-	Career Oriented Program
CPE	-	College with Potential for Excellence
CDC	-	College Development Committee
D. A.	-	Dearness Allowances
DPE	-	Department with Potential for Excellence
EBC	-	Economically Backward Class
GATE	-	Graduate Aptitude Test
GOI	-	Government of India
HB	-	Hemoglobin
HIV	-	Human Immunodeficiency Virus
HOI	-	Head of the Institution
LR	-	Ladies Representative

MIS	-	Management Information System
NET	-	National Eligibility Test
NSS	-	National Service Scheme
PEI	-	Physical Education Institution
RCSMSSY	-	Rajshri Chhatrapati Shahu Maharaja Students' Scholarship Yojna
SDC	-	Student Development Council
SET	-	State Eligibility Test
SF	-	Self Financing
S. P.	-	Savitribai Phule
SSS	-	Student Satisfactory Survey
TA.	-	Travelling Allowances
TEI	-	Teacher Education Institution
UG	-	Under Graduate
UGC	-	University Grant Commission

Annexure II**Academic Calendar 2017-18**

Sr. No.	Month	Details of Activities	Period
1	May	* Preparation of Prospectus and Principal address to Staff	01 May to 31 May 2017
2	June / July	* Admission Procedure * Preparation of Academic time table * NSS & Earn and learn Scheme Interview Schedule	01 June to 31 July 2017
* Commencement of I Term 15/06/2017*			
3	August	* Independence Day	15 August, 2017
4	Spt.	* Paper setting of College Term End Exam & Univ. Exam * Schedule of College Term End Exam Form & University Exam Form * Hindi Din	01 Spt. to 30 Spt. 2017
5	Oct.	* College Term End Exam & University Exam * (Conclusion I Term End)	01 Oct. to 18 Oct. 2017
6	Nov.	* Deepawali Vacation	19 Oct. to 12 Nov. 2017
* Commencement of II Term 13/11/2017*			
7	Dec.	* Sports Activities * NSS Special Camp * Alumani & Parents Meeting	01 Dec. to 31 Dec. 2017
8	Jan.	* Schedule of Cultural Activities and Annual Prize Distribution Function * Schedule of Seminars and Workshop * Republic Day 26/01/2018 * Schedule of University Exam Form	01 Jan. to 31 Jan. 2018
9	Feb.	* Savitribai Phule Pune University Foundation Day * Paper setting of University Exam * Marathi Bhasha Din	10 Feb. 2018

10	March.	* Oral and Practical Exam Schedule	01 Mar. to 20 Mar. 2018
		* Commencement of University Annual Exam	From 21-03-2018
		* Savitribai Phule Jayanti * Mahila Din	
11	April.	* Assessment of Library and office * Verification of Assets	April 2018
Conclusion of II Term End 30/04/2018			

Best Practices

1) ‘Ek Gaon Ek Parivar’(One Village One Family)

a) Goal:

- To inculcate the positive approach among the villagers
- To make the villagers more optimistic and rationalistic to face the challenges in real life situations
- ‘Tanta-Mukti’ i.e. to abolish the discrepancies like religions, social, economical and gender and to make the villagers free from disputes and quarrels etc.
- ‘Hagandari Mukh Gaon’ to make the villagers aware about using proper sanitation system
- To make the village eco-friendly

b) The context:

- ‘Samarth Bharat Abhiyan’ the concept and creation of the former Vice Chancellor and the member of planning commission of India Dr. Narendra Jadhav, was effectively implemented by the institution in the adopted village Belapur Kd. In this village, the institution, with the help of **Prasar Bharti (Broad Casting Corporation of India) Sahyadri Vahini** exercised the concept of ‘Ek Gaon Ek Parivar’. The well known faculty member, poetess, orator and author Dr. Gumptha Kokate was nominated as a co-coordinator for this programme. The volunteers, the students and the faculty member from the institution contributed in this campaign
- The farmers in Maharashtra are frustrated because of loss in agriculture due to economical and climatogogical changes. The farmers are in the problems of loans of the money lenders. So they think to commit suicides
- To face such a critical situation all the native people should integrate and solve their problems by helping each other economically and socially
- ‘Ek Gaon Ek Parivar (One village, One Family) self- independent village was our institutional determination for this program

c) Practice:

- ‘Ek Gaon Ek Parivar’ is implemented with the guidance of the coordinator Dr. G. P. Kokate
- The faculty Mr. A. N. Mane worked as a guide in ‘Tanta Mukh Gaon’ at Belapur Kd.

- Dr. G. P. Kokate guides and empowers the self help-Group and woman Empowerment in the village Belapur Kd.
- The NSS volunteers dug soak pits for the sanitation free village under the guidance of village Panchayat and programme officers Mr. A.N. Mane and Mr. S.S. Vidhate



Experts deliver a lecture on agriculture in the Belapur Kd.

- The students of the institution promote the villagers for 'Hagan Dari Mukh Gaon.'
- The Students as well as faculties try their best to keep 'Keshav Govind Ban' the Pilgrimage place clean. They look after the trees by coloring the stems also
- The institution conducts the lectures of the experts in agriculture for the farmers
- The programmes like tree plantation and conservation are arranged in the village



Rally in the Belapur Kd. On environmental Awareness among the Villagers

- Dr. G. P. Kokate promotes the awareness among the students and the woman about the health and female feticide

d) Evidence of success:

- The adopted village Belapur Kd. received the award '**Sant Gadge Baba Gram Swachhata Puraskar**' and also received "**Tanta Mukta Gaon**" award
- The coordinator Dr. Gumptha Kokate, NSS Programme Officer Mr. Ashok Mane interviewed and screened on Durdarshan for '**Ek Gaon Ek Parivar**' on **Durdarshan Prasar Bharti**
- As the results of the program Belapur Kd. is reached up to 85% open sanitation free village from 35%
- Govt. of Maharashtra has declared 'Keshav Govind Ban' at Belapur Kd. as 'B' grade tourist place
- The institutional students become aware of the problems of farmers
- These activities increased the social awareness of the faculties and students
- Through the same efforts, the village Malunja got the award of "Clean Village" by the Govt. of Maharashtra

c) Problems encountered and Resources Required:

- To change the mindset of the villagers
- Orthodox tendencies of the villagers
- Lack of funds to implement and execute scheme for villagers

2) Title of the Practice:

Commerce festival- 'Anand Bazar'

a) Goal:

- To train the students about business skills
- To develop the capacity based interest among students
- To inculcate the marketing and salesmanship skill among the students
- To make available the employability to rural students
- To promote the students for professions which are helpful to society

b) The Context:

- Belapur Education society's 'Arts and Commerce College' is located in rural area. The rural economy is affected and damaged by the frequent drought, uncertainty of agricultural products, low rate for the agricultural products and the fraud policies of the traders. The result is that the youth power is diverted towards the urban area.

- India is made up of village. Mahatma Gandhi asked people to go to village. When the villages will develop, India will develop said Mahatma Gandhi. By taking into consideration this view of Mahatma Gandhi, the institution has tried its best to provide the chances of entrepreneurship to the students at the same locality
- The youth in rural area is shy even today. They find the lack of self confidence in them. To inculcate the professional skills in them and to make them aware of the knowledge of entrepreneurship. The institution promotes them to choose the profession which could be started at local level. While acquiring the knowledge of profession, the students should not forget their responsibilities towards the society. With this view, the institution has implemented the innovative concept of ‘Anand Bazar’

c) Practice:

- The Institution arranges ‘Anand Bazar’ in the month of January in every academic year
- The coordinator of the program elaborates the goal and structure of this programme to the students initially
- It prompts the maximum number of students to actively participate in ‘Anand Bazar’



Food stalls and agriculture products In the Commerce festival ‘Anand Bazar’

- The faculties try to understand what kinds of business the students want to do and then they guide and prompt the students for that particular business
- The stalls are made available in the premises of the institution
- The students sell both types of goods i.e. kitchen food stall and agricultural products
- The stalls of funny games are also arranged by some students
- Students get pleasure and enjoy entrepreneurship from ‘Anand Bazar’ during the

whole day



Maharashtra's spatial food dish 'Puran Poli' Stool

- The meeting of the stall holders is arranged very next day and they share their experience in the meeting
- The difficulties and problems of the students entrepreneurs are discussed and they are told how to overcome these problems
- Best participants of Anand Bazar are facilitated in the annual social gathering and prize distribution function

d) Evidence of success:

- Many students are inspired and motivated by the concept of 'Anand Bazar' and started their own business. Some students have made considerable improvement in their ancestral business and earned name and fame
- Mr. Amit Lukkad and Mr. Pravin Lukkad have expanded their ancestral business of Samadhan papad and Samadhan supari into a large scale industries and earned name and fame in the Maharashtra State
- Mr. Sandip Kale has started a juice bar of sugarcane at his own farm, but later he expanded it largely in to an "Agro Tourism Point" where customers are provided with food, garden and entertainment facilities.
- Some students sell the fruits and vegetables produced from their farms in the weekly market at Belapur, Shrirampur, Padhegaon Malunja and Bherdapur and support their families economically
- Hotel 'Jai Malhar' owned by Mr. Mangesh Gavate is well known for delicious taste in vicinity
- Some students have started tea centers and snack centers in the village Belapur
- Along with the professional skills, the students become aware of their social responsibilities.

e) **Problems encountered and Resources Required:**

- The neutrality/insincerity of student/youth towards hard work
- Youth are less interested in small-scale business
- Time limit for the implementation of the programme 'Anand Bazar'

