SHRAMJIVI SHIKSHAN PRASARAK MANDAL'S

ADARSH MAHAVIDYALAYA

OMERGA, DIST. OSMANABAD

MAHARASHTRA - 413606

The Annual Quality Assurance Report (AQAR) of
Internal Quality Assurance Cell

2017 - 18

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year *(for example 2013-14)* | 2017-18

1. Details of the Institution

1.1 Name of the Institution | SHRAMJIVI SHIKSHAN PRASARAK MANDAL'S ADARSH MAHAVIDYALAYA, OMERGA

1.2 Address Line 1 | NATIONAL HIGHWAY NO. 09, OMERGA, DIST. OSMANABAD, MAHARASHTRA

Address Line 2 | ---

City/Town | OMERGA

State | MAHARASHTRA

Pin Code | 413606

Institution e-mail address | sspmo01@rediffmail.com

Contact Nos. | 02475- 252401

Name of the Head of the Institution: | Dr. Garud D. P.

Tel. No. with STD Code: | 02475- 252401

Mobile: | 9423072828

Name of the IQAC Co-ordinator: Dr. Mali S. B.

Mobile: 9422558789

IQAC e-mail address: sspmo01@rediffmail.com

1.3 NAAC Track ID (*For ex. MHCOGN 18879*) MHCOGN11070

OR

1.4 NAAC Executive Committee No. & Date:
(*For Example EC/32/A&A/143 dated 3-5-2004.*
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/66/RAR/069

Date- 21 Feb. 2014

1.5 Website address: www.adarshcollege.in

Web-link of the AQAR: http://www.adarshcollege.in/aqar17-18.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	---	2004	2009
2	2nd Cycle	B	2.92	2013	2018
3	3rd Cycle	-	-	-	-

1.7 Date of Establishment of IQAC : **15 / 06 / 2004**

**1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

    i. AQAR 2014-15 submitted to NAAC on   **11-02 -2016**
    ii. AQAR 2015-16 submitted to NAAC on   **31-12 -2018**
    iii. AQAR 2016-17 submitted to NAAC on   **31-12 -2018**

1.9 Institutional Status

University: **State** [√] **Central** [ ] **Deemed** [ ] **Private** [ ]

Affiliated College: **Yes** [√]   **No** [ ]

Constituent College: **Yes** [ ]   **No** [√]

Autonomous college of UGC: **Yes** [ ]   **No** [√]

Regulatory Agency approved Institution:Yes [ ]   **No** [√]

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution: **Co-education** [√] **Men** [ ] **Women** [ ]

                             Urban [ ]   **Rural** [√] **Tribal** [ ]

Financial Status: **Grant-in-aid** [√] **UGC 2(f)** [√] **UGC 12B** [√]

                Grant-in-aid + Self Financing [ ]   **Totally Self-financing** [ ]

1.10 Type of Faculty/Programme

    Arts [√] **Science** [√] **Commerce** [√] **Law** [ ] **PEI (Phys Edu)** [ ]

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

    Others (Specify) | -- |

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

| Dr Babasaheb Ambedkar Marathwada University, Aurangabad (MS) |

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

Autonomy by State/Central Govt. / University   ---

University with Potential for Excellence   ---   **UGC-CPE**   ---

DST Star Scheme   ---   **UGC-CE**   ---

UGC-Special Assistance Programme   ---   **DST-FIST**   ---

UGC-Innovative PG programmes   ---   Any other (*Specify*)   ---

UGC-COP Programmes   --

2. IQAC Composition and Activities

2.1 No. of Teachers   06

2.2 No. of Administrative/Technical staff   03

2.3 No. of students   03

2.4 No. of Management representatives   01

2.5 No. of Alumni   03

2. 6 No. of any other stakeholder and community representatives   02

2.7 No. of Employers/ Industrialists   01

2.8 No. of other External Experts   01

2.9 Total No. of members   20

2.10 No. of IQAC meetings held   4

2.11 No. of meetings with various stakeholders: No. 02 Faculty 10

Non-Teaching Staff 07 **Students** 05 **Alumni** 02 **Others**

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

If yes, mention the amount --

2.13 Seminars and Conferences (only quality related)

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

Total Nos. --- International --- National -- State --- Institution Level 03

(ii) Themes

--

2.14 Significant Activities and contributions made by IQAC

- IQAC has taken initiatives in organization and conduction of various International, National, State level and institutional level conferences / workshops/ seminars.
- IQAC has taken initiatives to strengthen the Centre for Teaching, Learning and Evaluation by conducting various activities and thereby played a significant role in enhancing the quality of education in the college.
- IQAC has played a significant role in enhancing the activities of Centre for guidance of competitive examinations to encourage and guide the students.
- IQAC has given important contribution to analyses teaching – learning feedback from teachers, students and parents.
- Decisions for improving the academic process, the infrastructure, library facilities, and laboratory up-gradations were recommended to Local Managing Committee for the proper implementation.
- IQAC implemented the process of maintaining teaching plan (lecture plans) by each teacher, weekly worksheets and teacher"s diary to continuously monitor and improve teaching learning process.
- Time tables for practical and theory classes are planned by considering the students' convenience especially from the co-ordination point of view.
- IQAC has insisted and encouraged the use of ICT for enhancing the quality of teaching-learning process.
- Recommendation to submit proposals to RUSA and DBT New Delhi under-Star college schemes.
- Encouragement for staff to participate in National / International – conferences/ seminars etc.
- Processing of proposal under CAS for promotion to Professor, Associate Professor and Assistant Professor.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Establishment of Admission committee	Admission committee worked for the admission of the students for different faculties and guided students about different courses and subject combinations available in our college, different scholarships, fees structure, etc.
Principal's address to the students	Students became aware of the discipline, cultural and social activities, evaluation methods, different plans to achieve academic excellence, new courses introduced etc by the college.
Academic diary	Syllabus was completed effectively according to the plan and it helped students for planning of the study and to secure maximum marks in internal as well as university evaluation system.
Academic Calendar	In a time bound manner staff members and students conducted different academic, co-curricular, sports and other activities.
Birth anniversary and Commemoration programme committee	We celebrated birth anniversary and commemoration days of following great Indian leaders and social reformers — Rjarshi Shahu Maharaj, Lokmanya Tilak, Annabhau Sathe, Dr. Sarvapalli Radhakrishnan, Mahatma Gandhi, Lal Bahadur Shastri, Dr. Babasaheb Ambedkar, Shri Chhatrapati Shivaji Maharaj, Mahatma Basaweshwar, Mahatma Phule, Savitribai Phule. These programmes inculcated the ethical values, values of life, social awareness and national integration
NSS advisory committee	Various activities like Cleaning of the college campus, Plantation, Literacy programme, AIDS awareness, Blood donation, Pulse Polio were conducted. Also celebration of Saksharata din, Kranti din, NSS day, Independence Day, Republic day etc is done. Competitions like assay, elocution, Debate, General knowledge etc were organised. Sadbhavna daud, AIDS awareness rally was organised.
Examination committee	Unit tests, Terminal Examination, Preparatory examinations, seminars, group discussions, and Annual examination were conducted. Due to this students are evaluated and well prepared for the annual examination. Through these examinations those students who are weak in studies are isolated and remedial teaching for them was conducted to upgrade them.
Competitive examination and vocational guidance committee	This committee guided to the students for various competitive examinations to foster the process of gaining the general knowledge and to make students aware of question paper pattern of MPSC and UPSC. Some students are placed in different services.

Cultural programme committee	Our college conducted the programmes Debate and Elocution competitions, Essay competitions, Poem reading, Classical music and Participation in Annual Social Gathering. Also students were sent to participate in cultural programmes arranged by other colleges and in Youth festival held at Aurangabad.
Sports Committee	We organized different sports competitions in our college. Also students from our college participated in different intercollegiate and interuniversity sport activities. Numbers of our students have received prizes in such activities.
Library committee	This committee recommended the purchase of text and reference books, journals, periodicals etc according the need of syllabus of various subjects and also monitored the distribution of reading material to the students.
Shramjivi alumni committee	Alumni association meetings were arranged and they suggested about the present need of knowledge and technology which we have tried to communicate with our students.
Publicity committee	This committee made publicity of different activities, programmes, achievements of college and students in various newspapers and kept record of newspaper cuttings, photographs etc.
UGC interface committee	This committee deals with all the letters and circulars, different proposals of UGC. It monitors the proper utilization of grants released by the UGC to our college.
NSS and Social Service Committee	Through the activities of this committee our college conducted different programmes like Blood donation, AIDS awareness, National Pulse Polio Immunization, NSS camp, Superstition eradication, Adult education and literacy, help to poor people to get benefits of different government schemes etc.
Discipline and grievances committee	This committee communicated and worked the rules and regulations of the college for the discipline due to which discipline was maintained.
Motivation of teachers to participate in seminars and conferences and arrangement of educational tours	Teachers from our college participated in Seminars and Workshops. Different departments arranged educational tours to various institutes and research centres.

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

We follow academic calendar of our University.

2.15 Whether the AQAR was placed in statutory body   Yes ☑   No ☐

Management ☑   **Syndicate** ☐ **Any other body** ☐

Provide the details of the action taken

AQAR was placed before and approved by the Management with appreciation.

Part – B
Criterion – I Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	09	-	-	-
PG	06	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	18			

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

- **Elective option for UG level**
- With effect from academic year 2015-16, our university has implemented the Choice Based Credit System to all P.G. courses.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	09
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni ☑√ **Parents** ☑√ **Employers** ☐ **Students** ☑√
(On all aspects)

Mode of feedback   : Online ☐ **Manual** ☑√ **Co-operating schools (for PEI)** ☐

*Please provide an analysis of the feedback in the Annexure

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

The syllabus revision is made by the affiliated University after every three years. The Syllabus of the B.A., B.Sc. B. Com., M.Sc. and M.A. has been changed and certain local requirements have been kept into account in this revised syllabus. Recent updates of every stream have been incorporated by emphasising the advancement up to certain extent in order

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

<h1 align="center">Criterion – II</h1>

<h2 align="center">2. Teaching, Learning and Evaluation</h2>

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
37	21	12	03	01

2.2 No. of permanent faculty with Ph.D.

21

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
---	06	---	---	---	---	---	---	---	06

2.4 No. of Guest and Visiting faculty and Temporary faculty

08   ---   08

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	12	08
Presented	--	03	05
Resource Persons	--	01	01

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

1. Use of animations, eBooks group discussions, class seminars etc.
2. Use of Charts/ Models, audio visual aids/media, surprise test, spot test
3. Seminars by students
4. Visit to research centre and field visits
5. Use of LCD / multimedia / Internet facility for new emerging information
6. Research oriented projects for PG II students.
7. Remedial Classes: Extra lectures for academically weak students, sports students and cultural students.
8. Bridge Course: Bridge Courses on subjects which were not familiar to students were conducted.
9. Language Laboratory: Students having language barrier were identified and given English mentoring.

2.7 Total No. of actual teaching days during this academic year. 185

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

1. Home assignments, Unit tests, Open book tests, Seminars were conducted periodically.
2. Photocopy of assessed answer books and revaluation facility is made available by university
3. MCQ tests are conducted by various departments.

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

i) 02   ii) 06   iii) 00

2.10 Average percentage of attendance of students 85 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Passed	Division				
			Distinction %	I %	II %	III %	Pass %
B.A. I	178	122	22.9	42.6	16.3	18.0	68.53
B.A.II	58	39	25.6	30.7	25.6	17.9	67.24
B.A. III	90	64	23.4	31.2	15.6	29.6	71.11
B. Sc. I	380	302	21.5	43.0	26.4	08.9	79.47
B. Sc. II	290	215	25.5	32.5	24.6	17.2	74.13
B.Sc. III	301	232	24.5	28.4	25.4	21.5	77.07
B.Com. I	194	154	22.0	39.6	29.2	09.0	79.38
B.Com. II	126	109	22.9	31.1	27.5	18.3	86.51
B.Com. III	149	107	26.1	35.5	23.3	14.9	71.81
M.Sc. I Maths	28	28	25.0	46.4	14.2	14.2	100.00
M.Sc. II Maths	34	26	30.7	38.4	15.3	15.3	76.47
M.Sc.I Botany	16	16	18.7	50.0	18.7	12.5	100.00
M.Sc.II Botany	03	02	00.0	50.0	50.0	00.0	66.66
M.Sc.I Zoology	14	14	28.5	50.0	14.2	07.1	100.00
M.Sc.II Zoology	14	11	27.2	45.4	18.1	09.0	78.57
M.Sc.I Comp.	29	29	27.5	37.9	17.2	17.2	100.00
M.Sc.II Comp.	26	20	25.0	40.0	20.0	15.0	76.92
M.Sc. I Micro	16	16	18.7	50.0	18.7	12.5	100.00
M.Sc. II Micro	18	12	16.6	33.3	33.3	16.6	66.66
M.A.I Hist	08	08	25.0	37.5	37.5	00.0	100.00
M.A.II Hist	16	14	28.5	42.8	14.2	14.2	87.50

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

Contribution:

i. Academic Calendar is prepared before the academic term begins for time bound targets and acts as the plan of action that is used for monitoring actual performance at the institutional level.
ii. Time table for regular lectures and practicals is prepared and displayed on the Notice Board.
iii. Academic diary with annual teaching plan is prepared.

Monitoring:

i. To monitor the quality of teaching-learning, inspection of daily academic diary by the Principal and Vice-Principal is carried out regularly.

ii. Principal interacts with HoDs, coordinators and students and takes the feedback in formal and informal way. On the basis of feedback obtained, the monitoring of teaching learning process is done.

i. The teaching-learning process in the college is monitored by the Heads of Departments. The IQAC monitors the different committees formed to execute matters such as Timetables, Examinations, Assessment schedules and Revaluation of answer papers. These committees report directly to the Chairperson of the IQAC (Principal of the College). The IQAC Coordinator is usually involved in meetings concerning these issues.

Evaluation:

i. Academic performance of the students is monitored with the help of result analysis.

ii. Departmental and other activities reports containing information on the activities conducted are collected.

iii. Feedback Forms from students are analyzed and accordingly teachers with poor feedback are given Letter of Caution and are counseled.

iv. Self-Appraisal Forms of teachers are taken and analyzed at the end of every academic year.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	03
Faculty exchange programme	-
Staff training conducted by the university	01
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	06		-	01
Technical Staff	12			03

Criterion – III Research, Consultancy and Extension

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

The IQAC constituted a research committee to monitor and guide the issues of research.
  i.   Faculties are promoted to submit research proposals to various funding agencies like UGC, DST, and DBT.
  ii.   Faculties are encouraged to pursue research-work (Ph.D. and M.Phil) under regular and FDP scheme.
  iii. PG final year students are guided for their research projects.
  iv.   Promote faculty to publish, and present research papers in national and international journals and conferences.
  v.   UGC and University Circulars pertaining to research are communicated to the staff.
  vi.   With the help of the college grants and management support, efforts have been taken to develop research infrastructure like laboratories, advanced equipment's, modern ICT gadgets etc.
  vii. INFLIBINET is made available to the teachers to access research papers.
  viii. Teachers who have completed their Ph.D. are felicitated by the management.
  ix.   Excursion tours are arranged for students.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	-	04
Outlay in Rs. Lakhs	--	--	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	04	12	-
Non-Peer Review Journals	-	-	-
e-Journals	01	01	-
Conference proceedings	00	00	-

3.5 Details on Impact factor of publications:

Range [-]   Average [-]   h-index [-]   Nos. in SCOPUS [-]

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

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

3.7 No. of books published   i) With ISBN No. [00]   **Chapters in Edited** [-]

ii) Without ISBN No. [-]

3.8 No. of University Departments receiving funds from

UGC-SAP [-]   CAS [-]   DST-FIST [-]

DPE [-]   DBT Scheme/funds [-]

3.9 For colleges: Autonomy [-]   CPE [-]   DBT Star Scheme [-]

INSPIRE [-]   CE [-]   Any Other (specify) [-]

3.10 Revenue generated through consultancy [-]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	00	02
Sponsoring agencies	-	-	-	University	-

3.12 No. of faculty served as experts, chairpersons or resource persons `03`

3.13 No. of collaborations: International `-` **National** `-` **Any other** `-`

3.14 No. of linkages created during this year `-`

3.15 Total budget for research for current year in lakhs:

From Funding agency `NIL`   **From Management of University/College** `-`

Total `NIL`

3.16 No. of patents received this year

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

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

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

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them `11`

`10`

3.19 No. of Ph.D. awarded by faculty from the Institution `04`

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF ⎡ - ⎤   SRF ⎡ - ⎤   Project Fellows ⎡ - ⎤   Any other ⎡ - ⎤

3.21 No. of students Participated in NSS events:

University level ⎡ 02 ⎤   State level ⎡ - ⎤

National level ⎡ - ⎤   International level ⎡ - ⎤

3.22 No. of students participated in NCC events:

University level ⎡ - ⎤   State level ⎡ - ⎤

National level ⎡ - ⎤   International level ⎡ - ⎤

3.23 No. of Awards won in NSS:

University level ⎡ 00 ⎤   State level ⎡ - ⎤

National level ⎡ - ⎤   International level ⎡ - ⎤

3.24 No. of Awards won in NCC:

University level ⎡ - ⎤   State level ⎡ - ⎤

National level ⎡ - ⎤   International level ⎡ - ⎤

3.25 No. of Extension activities organized

University forum ⎡ - ⎤   College forum ⎡ 10 ⎤

NCC ⎡ - ⎤   NSS ⎡ 10 ⎤   Any other ⎡ - ⎤

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

i. Blood donation camp
ii. AIDS awareness Rally
iii. NSS Annual Camp in village
iv. Campus cleaning campaign
v. Yoga Shibir

Criterion – IV Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	4 Acre 23 R (183 R) 18483 Sq. mts	--	--	--
Class rooms	32	-	-	-
Laboratories	13	-	-	-
Seminar Halls	01	-	-	-
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	--	08		
Value of the equipment purchased during the year (Rs. in Lakhs)	-	2,45,000	COLLEGE	2,45,000
Others	-	--	--	--

4.2 Computerization of administration and library

Office Administration:
  i. Computerized maintenance of Student Data, General Administration, Admissions, Fees, etc. is done by the office staff.
  ii. Student's data entry connected with MKCL database.
  iii. Use of MKCL software is done through University Portal.
  iv. Government Scholarship is done through Government of Maharashtra portal.
  v. E-based system is available for the Admission, Examination Form filling, Results, Exam Time Table etc

Library

  i. Library Book Database is being maintained.
  ii. Computerized Access to the book database and Internet facilities are available to the students in library.

4.3 Library services:

	Existing		Newly added		Total	
	No.	**Value**	**No.**	**Value**	**No.**	**Value**
Text Books	13,900	32,09,017	05	3000	13905	32,12,017
Reference Books	879	771585	03	600	882	772185
e-Books	121	-	-	-		
Journals	25	155000	-	-	25	155000
e-Journals	05	5000	-	-	-	5000
Digital Database	-	-	-	-	-	-
CD & Video	185	26000	-	-	185	26000
Others (specify)	9778	1121715	-	-	9778	1121715

4.4 Technology up gradation (overall)

	Total Computers	**Computer Labs**	**Internet**	**Browsing Centres**	**Computer Centres**	**Office**	**Depart-ments**	**Others**
Existing	60	02	05	05	02	05	45	10
Added	-	-	-	-	-	-	-	-
Total	60	02	05	05	02	05	45	10

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

Department of Computer Science provides hands on Computers training to teachers and students. Also Department of Language conducts sessions on introduction to Language Lab.

4.6 Amount spent on maintenance in lakhs :

  i) **ICT**   1,58,000

  ii) **Campus Infrastructure and facilities**   10,45,000

  iii) **Equipments**   1,30,000

  iv) **Others**   2,05,000

                     Total :   15,38,000

Criterion – V. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

i. IQAC promotes students AIDS awareness, Blood donation, Tree plantation programme drive for students.
ii. IQAC encourages students to participate in NSS, Sports, Youth festival, Debate and Elocution & Cultural activities organized by various colleges and university.
iii. IQAC provides encouragement to students to attend seminars, conferences and present posters.
iv. Awareness is created about the prizes given to students through different schemes.
v. The IQAC Cell has proposed various initiatives to enhance awareness of the students about various support services such as learning through websites, parent meet, Birth anniversary and Commemoration programme and faculty days available to them by the college. The Major student support services are incorporated in the college prospectus.
vi. Students are informed regularly about getting financial assistance from government and other agencies in the form of Freeships/Scholarships.

5.2 Efforts made by the institution for tracking the progression

Tracking of the progression of the student is done through
i. Unit Tests
ii. Semester End Exam
iii. Oral Exam/Viva-Voce
iv. Seminars
v. Practical Record Books / Project dissertation
vi. Class interaction.
vii. Student feedback on teaching
viii. The Career counseling committee provides necessary guidance to students in the choice of their career.
ix. Self-appraisals for teachers.
x. Suggestion box.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total	Others
1966	243	10	2219	--

(b) **No. of students outside the state**

20

(c) **No. of international students**

NIL

Men	No	%	Women	No	%
	1422	64.08		797	35.91

Last Year								This Year							
General	SC	ST	OBC	Physically Challenged	VJNT	SBC	Total	General	SC	ST	OBC	Physically Challenged	VJNT	SBC	Total
1200	346	34	227	NIL	382	50	2239	1190	342	33	225	NIL	381	48	2219

Demand ratio   2219/3400 = 0.65   Dropout % 748 – 540 = 208 (27.8 %)

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

> i.   Coaching Centre for Competitive Examinations like U.P.S.C. /M.P.S.C. and Bank has been established.
> ii. Library provies books meant for preparation of competitive examination.
> iii. Important announcement regarding various competitive examinations are displayed on notice board and communicated with students.

No. of students beneficiaries   45

5.5 No. of students qualified in these examinations

NET   01   SET/SLET   02   GATE   NIL   CAT   NIL

IAS/IPS etc   NIL   State PSC   00   UPSC   NIL   Others   35

5.6 Details of student counselling and career guidance

> We have career guidance and placement cell which remains in contact with various industries and arranges campus interviews and send biodata of students to them. The placement cell displays advertisements and the students are counseled regarding job opportunities and their preparation. The cell is in contact with service providers. The college runs job oriented courses like Microbiology, Industrial Chemistry, Computer Science, etc.

No. of students benefitted   65

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	50	20	70

5.8 Details of gender sensitization programmes

i. The Women's Development Cell has been continually working upon sensitizing and creating awareness on gender issues.
ii. In a sign of increasing sensitivity to the needs of women, we have purchased Sanitary Napkin Vending & Burning Machine in the women's washroom.
iii. Prevention of Sexual Harassment of Women Employees and Students in Higher Educational Institutions cell has been established.
iv. We organize programs on Female Health problems by inviting doctors from local place.
v. We celebrate International Women's Day, Saree day etc.

5.9 Students Activities

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

State/ University level 24   National level 01   International level --

No. of students participated in cultural events

State/ University level 26   National level --   International level --

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

Sports : State/ University level 03   National level --   International level --

Cultural:

State/ University level 02   National level --   International level --

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	573	36,59,798
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

5.11   Student organised / initiatives

Fairs   : State/ University level | 02 | National level | - | International | - |

Exhibition: State/ University level | 02 | National level | - | International | - |

5.12   No. of social initiatives undertaken by the students | 08 |

5.13 Major grievances of students (if any) redressed:
    No any major grievances

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:
  ➢ To mould students of the institution into well-meaning citizens of the nation through socially committed, intellectually inclined, culture driven and future oriented paradigm of learning.
  ➢ To empower the students to aspire for significantly contributing to the nation's development through socialist and secular strategies of instruction.

Mission:
  ➢ To aspire and strive for excellence in educational arena by improving and motivating the intellectuals and to make them realize the potential for achieving the goals and inculcating values among them and to be the perfect responsible citizen of the country.

6.2 Does the Institution has a management Information System

Management information system for education establishments to manage student data like registering students in courses; documenting grading, transcripts, results of students; building student schedules; tracking student attendance; and managing many other student-related data.

  In our college we maintain students biodata, subjects taken, result in university examination with MIS system of college by using computers and offline and with MIS system of university by using PRN number of student.

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

6.3.1 Curriculum Development

  i.   We follow the curriculum designed by our university but some of our faculties are on board of studies (BOS). They actively participate in development and enrichment of curriculum.

  ii. Teachers participate actively in syllabus framing and in revised curriculum discussion workshops to obtain information and understand the changes.

6.3.2 Teaching and Learning

i. The institution has framed various strategies to enhance the quality improvement in teaching and learning. Each teacher prepares annual teaching plan at the beginning of the academic year.

ii. Academic diary is provided for this purpose and daily teaching and attendance of the student is noted. The analysis of the academic dairy and teaching plan is monitored regularly by the Principal and Vice-principal.

iii. The emphasis is given on enhancement of teaching learning by using conventional as well as modern aids such as, computers, LCD projectors, OHP, charts, specimens, models, power point and smart board.

iv. Evaluation of the students is done by conducting unit tests, tutorials, terminal examination, asking questions and teacher's evaluation is done by the students by providing feedback form to fill opinion about the teacher.

v. Principal considers feedback of the students and gives necessary instructions to the concerned teachers, arranges meetings and discussion is done to enhance teaching-learning process.

vi. Elocution, debate, essay competitions are conducted in the college and students are sent to other colleges for intercollegiate, state and national level competitions.

vii. Department wise association of students are made and functions like welcome to the incoming students and valedictory to outgoing students, new year welcome, educational tours, group discussion, science exhibition, poster presentation, sports competition, etc activities are conducted.

viii. Students are involved in social activities like blood donation, leprosy search, Chikungunya survey, AIDS awareness rally, Adult continuing education rally, national literacy mission rally through social service committee.

ix. Students are encouraged to participate in district, university and state level youth festivals and sports activities.

6.3.3 Examination and Evaluation

Evaluation process is done by conducting unit tests, home assignments, tutorials, orals, presentations, role play, dialogue presentation, terminal examination, project work, university theory and practical examinations. Examination committee keeps records of these examination and record of unit tests and project is kept department wise.The departments also carry out internal assessment based on student test performance and punctuality. The final evaluation of students is done according to the university schedule. Towards the end of each session / semester, theory and practical examinations are conducted by the university and evaluation is carried out. The exam results are declared and score cards are issued by the affiliating university.

Evaluation of teachers is carried out annually by the Principal and also by the students. The teachers can retrospect upon their own performance by receiving appropriate feedback about their strengths and weaknesses. Teachers are assessed by the Principal on their subjects by observing their lecture/ practical sessions etc. The assessment report is presented in written form to the principal. The concerned teacher is guided accordingly.

6.3.4 Research and Development

The college promotes faculty participation in research by providing leave and other amenities. The college encourages the faculty to participate in research activities, conferences, seminars, workshops, etc. by providing duty leave. The teachers who receive Ph.D/M.Phil degree are felicitated openly in the Staff Common Meeting by the College. To initiate in research work, well equipped laboratories are made available, books and all lab-related material is provided on a priority basis, internet facility is made available.

Currently the College has University recognized research guides in 8 subjects Physics, Industrial chemistry, Zoology, Botany, English, Marathi, Hindi and Economics.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Use of advanced technology is encouraged to make library services more effective and convenient.
- All the required equipments as per the syllabus are purchased and made available to the students
- In addition to the instruments prescribed by University, advanced equipment are purchased for promoting research.
- Spacious well ventilated classrooms with fans and lights are provided
- To avoid wastage of time, there is a generator backup system.
- Many class rooms are equipped with Audio Visual projectors.

6.3.6 Human Resource Management

- The college is providing leadership and able administration to carry out various requirements of effective Human Resource management in place.

- Organizes training programme/ workshops/ conferences etc for human resource development and human resource management
- Use of computer technology for HR management is adopted.
- At the end of each academic year, the Management reviews the existing positions and collects requirement for various teaching and non-teaching positions. The management makes appointments through prescribed procedures for teaching and non-teaching staff.
- Additional office staff, Computer operators, Hardware Technicians, Skilled manpower has been recruited as per the demand.
- Additional Non-teaching staff for self-Financed courses recruited as a yearly practice.

6.3.7 Faculty and Staff recruitment

- Recruitment of Teaching and Non-Teaching staff is done as per the UGC, University and Government norms.
- Teaching staff on Clock hour /contract basis as per the need is recruited.

6.3.8 Industry Interaction / Collaboration

- There is a special provision of nominating an industry expert on the BoS in every subject. In the meetings of BoS every BoS member seeks the opinion of Industry expert for quality enhancement.
- Study tour, Industrial visits arranged with industrial plants for observation & Interaction with industrial person.
- We arrange guidance from our ex students working in different pharmaceutical and other industries because number of our students from microbiology, industrial chemistry, chemistry, computer science departments are working in industries.

6.3.9 Admission of Students

- We follow the admission process on the basis of norms laid down by the University of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad.

- We follow all the reservation policies outlined by the Government of Maharashtra.
- Admission is given on the basis of merit list for UG students and on the basis of entrance test conducted by university for PG students.

6.4 Welfare schemes for

Teaching	Credit Co-operative society, Staff welfare fund, Group Insurance Scheme are run in the college
Non teaching	Credit Co-operative society, Staff welfare fund, Group Insurance Scheme are run in the college
Students	Student insurance Scheme is in place. Scholarship schemes such as GOI, EBC, PH, Minority, Primary teacher' ward

6.5 Total corpus fund generated | -- |

6.6 Whether annual financial audit has been done   Yes | √ | No | - |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	ISO	Yes	Principal, IQAC, Management
Administrative	Yes	ISO	Yes	Principal, IQAC, Management

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

  For UG Programmes   Yes | | No | √ |

  For PG Programmes   Yes | | No | √ |

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

> University uses ICT enabled procedure for examination such as
> - Filling of Examination forms by the students
> - Time table
> - Generation of Hall tickets
> - Seating arrangement and presenty-absenty
> - Providing of Question papers
> - Result

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

> Not Applicable

6.11 Activities and support from the Alumni Association

- Alumni Association has been formed
- Alumni association meetings are organized twice in a year as a regular activity.
- Our Alumni has been coordinating with us for placements through the Placement Cell and through Alumni Meets.
- Alumni were invited to take Guest Lectures for our current students.
- Suggestions are received from the Alumni during the Alumni meet.

6.12 Activities and support from the Parent – Teacher Association

We have the committee for Parents- Teacher Association. During this year, we have organised one meeting of Parent-Teacher Association in which the Parents have given their suggestions regarding the usefulness of the course contents. The overall discussion took place on the threads of the overall academic development of their wards, available amenities in the college campus, teaching-learning process, etc. Some of the fruitful suggestions extended by the parents have been taken into account for its successful implementation.

6.13 Development programmes for support staff

- Support staff is trained from time to acquire and update the new skills to enhance their efficiency and quality output.
- Meetings of Lab assistants and lab attendants are conducted for giving guidance on laboratory safety.
- Training activities like campus safety, use of fire extinguisher, lab safeties etc are conducted for their development.
- Computer Literacy programs are organized for support staff in order to upgrade their computer knowledge and technical skills for Administrative office and Examination cell staff.
- Indoor stadium, Gymkhana, swimming tank Facilities are provided for staff.
- We have a Shramajivi Staff Credit Society and Shramajivi Gruhanirman Soceity throuch which we try to assist the needy staff.
- All the staff members have been insured by the Group Insurance scheme.

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

- For the conservation of energy solar lamps and CFL lamps have been used in the campus.
- Our institute has set up solar water heater in the ladies hostel.
- Biodegradable waste from the garden and campus is used for vermi-composting and the compost produced is used as fertilizer in the garden.
- Water conservation, water harvesting and drip irrigation facilities are available in the campus.
- Maximum plantation in the campus has been done.

Criterion – VII Innovations and Best Practices

7.1   Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- We are using digital technology for education and other services. We have Virtual Classroom, Advanced laboratories, Use of ICT in the classrooms.
- Guest lectures on career guidance are organized through various subject associations.
- Blood donation and group detection camp organized by NSS and Microbiology department.
- Participation of students in seminars, poster presentations, and research projects.

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

Please refer 2.15 of Part A for The plan of action chalked out by the IQAC in the beginning of the year towards Quality Enhancement and the **Action Taken Report (ATR)** / outcome achieved by the end of the year.

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

WE HAVE TWO BEST PRACTICES:

1. TO ERADICATE THE STREAM OF SUPERSTITION AND CREATE SCIENTIFIC ATTITUDE AND AWARENESS IN THE SOCIETY.

2. TO CREATE SOCIAL AWARENESS AMONGST THE STUDENTS THROUGH BLOOD DONATION, PULSE POLIO IMMUNIZATION AND SURVEY OF DISEASES.

　　　　We perform different activities under the Superstition Eradication Committee like Experiments based on science, Programme for Youth, Simple Marriages, Snakes and superstition, etc. and under the second best practice we have organised the activities like: Blood donation camp, AIDS Awareness Programme, National Pulse Polio Immunization Programme, National Literacy Programme, etc.

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

7.4 Contribution to environmental awareness / protection

- For the conservation of energy solar lamps and CFL lamps have been used in the campus.
- Our institute has set up solar water heater in the ladies hostel.
- Biodegradable waste from the garden and campus is used for vermi-composting and the compost produced is used as fertilizer in the garden.
- Water conservation, water harvesting and drip irrigation facilities are available in the campus.
- Maximum plantation in the campus has been done.

7.5 Whether environmental audit was conducted?   Yes ☐   No ☑

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

NIL

8. Plans of institution for next year

- Various Competitions to be arranged for the students.
- Campus Interviews to be conducted for the students.
- Different eminent personalities to be invited for the guest lectures.
- MRP proposals to be prepared.
- MoUs to be established.
- To Motivate the faculty to participate in various academic ventures, the Proposals of the UGC to be made, etc.

Name: **DR. MALI S. B.**   *Name:* **PRINCIPAL DR. GARUD D. P**

Principal
Adarsh College, Omerga
Dist. Osmanabad

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*