

SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

**RAYAT SHIKSHAN SANSTA'S SOU. MANGALTAI
RAMCHANDRA JAGATAP MAHILA MAHAVIDYALAYA**

**AT-POST-UMBRAJ, TAL. KARAD, DIST. SATARA
415109**

www.mrjcollegeumbraj.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Sou. Mangaltai Ramchandra Jagtap Mahila Mahavidyalaya, Umbraj was established in June 1989 by one of the premier educational institutions in Maharashtra, Rayat Shikshan Sanstha, Satara which is founded by the great visionary educationist Padambhushan Dr. Karmaveer Bhaurao Patil in 1919. The college is situated in the rural village Umbraj on the union of three rivers. It is a developing town on the National highway No-4 (Pune-Bengaluru). It is 90 k.m. away from Kolhapur and 135 k. m. away from Pune. The college is affiliated to Shivaji University, Kolhapur. It is a Grant-in-aid funding college and it is a college for women. The college has UGC's 2(F) and 12(B) recognition from 15/12/2006. The college has been accredited by NAAC with C+ in Feb. 2004 in first cycle and reaccredited with B CGPA 2.27 in Sep. 2011.

Vision

- **Vision-**

To provide educational facilities to women of the hilly and rural area for the development and social change.

Mission

- **Mission of the College-**

1) *To impart liberal and vocational education*

2) *To provide education to the to the girl students from remote places, hilly and rural areas.*

3) *To inculcate values like social equality, fraternity and self-help.*

4) *To promote the acquisition of the knowledge and to offer*

opportunities for upgrading the skills in all fields of human endeavor.

5) *To enrich and maintain the quality and standards of Education, by*

providing adequate resources.

6) *To promote the education to enable the students to accept the*

challenges of new era.

7) *To sensitise the students to the dignity of labour.*

- **Goals-**

- 1) *To develop overall personality of students.*
- 2) *To impart the knowledge among the students of new generation.*
- 3) *To prepare the students to be responsible and creative citizen of the country.*

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- **Strengths**

1. Single gender Women's College.
2. 10 Short term courses.
3. Sound and supportive management.
4. Qualified and experienced faculty
5. Adequate infrastructure.

Institutional Weakness

- **Weaknesses**

1. First generation learners.
2. Poor financial background of students.
3. Girls from Marathi medium schools.
4. Rural area.
5. No revenue through consultancy.
6. Only UG courses.
7. Single program B.A.

Institutional Opportunity

- **Opportunities**

1. To start courses like B.Com / B. Sc.
2. Scope for initiating P. G. courses
3. To strengthen research culture
4. To start gender specific short term courses.

Institutional Challenge

- **Challenges**

1. Introduction of professional courses
2. Establish industry-college linkages
3. To strengthen the research culture.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

- **Curricular aspects.**

The college being affiliated to Shivaji University Kolhapur, academic flexibility is subject to university norms. However, our faculty members are closely associated with curriculum design. It is a matter of pride that some of faculty are associated in various capacities with university.

The institute and its faculty do the planning of curriculum and its implementation. The college is a single faculty Arts College. The college offers maximum flexibility to its students in pursuing the programme within the frame work of the rules and regulations made by university.

The IQAC of the college obtains feedback from students.

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Teaching-learning and Evaluation

◦ Teaching–Learning and Evaluation.

The college puts to considerable emphasis on teaching-learning activity.

Admissions to courses are given according to the university/Government rules.

The college has undertaken some steps to bring in a variety of strategies to strengthen teaching–learning processes, such as technology support, student centric approach and continues feedback.

The college has qualified and competent faculty, selected as per the rules and procedures laid down by the government and the university.

The university conducts the final evaluation but the college has initiated internal evaluative process.

The performance of the student is noteworthy in examination.

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Research, Innovations and Extension

◦ Research, innovations and extension.-

The college has promoted research by constituting a Research Committee, providing necessary assistance and infrastructure. Research promotion is done through research publication in International and national journals, student's projects. 3 faculty members are recognized as Ph. D. guides and 1 as M. Phil guide. 10 Minor Research Projects of UGC are completed by the faculty members.

The college offers consultancy services to the neighborhood community free of cost.

The college remains always on the forefront in the field of regular extension activities and outreach programmes through N.S.S. unit.

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Infrastructure and Learning Resources

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The college has an adequate infrastructure. Master plan of the college is visionary and comprehensive. The college has a library with computer facility. The e-library facility is available to the staff and students. The maintenance committee takes the care of the needs.

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Student Support and Progression

◦ Student support and progression

Student is the primary stakeholder of college. The college tries to realize its vision and mission centering on students empowerment. The college provides all important support to the underprivileged, poor students. Scholarships and other concessions are available to the students. The value added, skill based short term courses are conducted by the college. The Alumni Association is contributing to the growth and development of the institution. The college encourages the students to participate in extracurricular activities. The college has sport facilities. The placement cell is active for the placements of students. Some students are placed in various sectors. In the sports the students bagged the medals on university, National and state levels.

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Governance, Leadership and Management

◦ Governance, Leadership and Management.

The college is run by Rayat Shikshan Sanstha, Satara. Sanstha has framed its own constitution. The college plans carefully and executes rigorously its academic, administrative and developmental programmes in tune with the Vision and Mission through management's active involvement. Its organizational structure ensures decentralization of powers and responsibilities. The IQAC brings perfect co-ordination and harmony among all organs and mechanism of the institution. All the stakeholders are taken into confidence in perspective planning and implementing process. The administration of the college has been decentralized under the headship of the principal of the college through different functional committees.

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Institutional Values and Best Practices

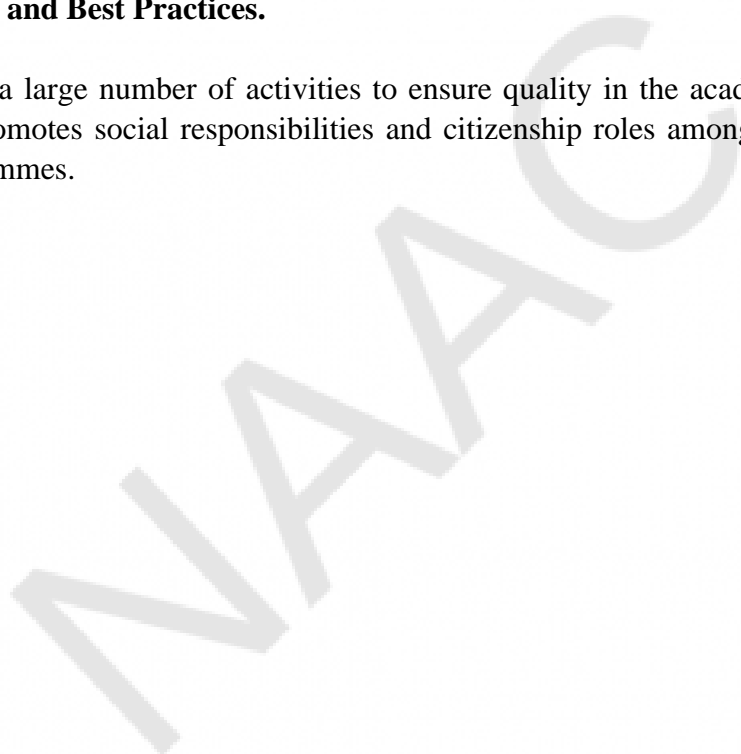
- **Institutional values and Best Practices.**

The IQAC carried out a large number of activities to ensure quality in the academic and administrative systems. The institution promotes social responsibilities and citizenship roles among students by organizing community oriented programmes.

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2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Rayat Shikshan Sansta's Sou. Mangaltai Ramchandra Jagatap Mahila Mahavidyalaya
Address	At-Post-Umbraj, Tal. Karad, Dist. Satara
City	Umbraj
State	Maharashtra
Pin	415109
Website	www.mrjcollegeumbraj.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Jagdale Kailas Babanrao	02164-264235	9823608254	02164-21642 64235	rssmmuks@yahoo. co.in
IQAC Coordinator	Malge Manohar Laxman	02164-264535	9421141868	02164-21642 35	mlmalge99@gmail .com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	For Women
By Shift	Regular Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details

Date of establishment of the college	15-06-1989
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University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Shivaji University	View Document

Details of UGC recognition

Under Section	Date
2f of UGC	15-12-2006
12B of UGC	15-12-2006

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	At-Post-Umbraj, Tal. Karad, Dist. Satara	Rural	1.34	2724.69

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,Marathi	36	HSC	Marathi	24	13
UG	BA,English	36	HSC	English	24	18
UG	BA,Hindi	36	HSC	Hindi	24	13
UG	BA,Sociology	36	HSC	Marathi	24	15
UG	BA,History	36	HSC	Marathi	24	18

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				5				11			
Recruited	0	0	0	0	5	0	0	5	5	6	0	11
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	5	0	0	5
Yet to Recruit				3
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	5	0	0	0	1	0	6
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	5	4	0	9

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
		0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	0	0	0	0	0
	Female	264	0	0	0	264
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years						
Programme		Year 1	Year 2	Year 3	Year 4	
SC	Male	0	0	0	0	
	Female	25	14	19	33	
	Others	0	0	0	0	
ST	Male	0	0	0	0	
	Female	1	1	0	0	
	Others	0	0	0	0	
OBC	Male	0	0	0	0	
	Female	36	37	20	24	
	Others	0	0	0	0	
General	Male	0	0	0	0	
	Female	243	227	264	213	
	Others	0	0	0	0	
Others	Male	0	0	0	0	
	Female	25	20	26	38	
	Others	0	0	0	0	
Total		330	299	329	308	

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 1

Number of self-financed Programmes offered by college

Response : 10

Number of new programmes introduced in the college during the last five years

Response :

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
291	308	329	298	330

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
180	180	180	180	180

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
77	72	68	63	78

Total number of outgoing / final year students

Response : 358

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	15	14	14	12

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	15	14	14	12

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
16	16	16	16	16

Total experience of full-time teachers**Response : 1183.12****Number of full time teachers worked in the institution during the last 5 years****Response : 70****3.4 Institution****Total number of classrooms and seminar halls****Response : 9****Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)**

2016-17	2015-16	2014-15	2013-14	2012-13
79882	40118	51524	1.50338	72668

Number of computers**Response : 50**

Unit cost of education including the salary component(INR in Lakhs)

Response : 75579

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 3105

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The institution does the effective delivery of curriculum through well planned and documented process. The college is affiliated to Shivaji University, Kolhapur, so the institution observes the curriculum of university. The university publishes the curriculum on its website and this website is a free access to all the stakeholders. Besides this, the institution on its level also implemented effective curriculum delivery. In the prospectus of the college, the paper number and the titles of the papers are given. The prospectus is compulsory to the students. The college has its own website and on the website the institution uploads the curriculum and the website is a free access to the stakeholders. In the college library, the copies of curriculum are kept for the usage of students and faculty. Last year the college has advertised the curriculum on pamphlets and it was distributed in the vicinity of Umbraj. In spite of this the faculty of the college orally implemented the curriculum in the classroom. At the beginning of the semester the faculty prepares the plan of curriculum and this plan is orally given to the student and one copy of plan is given to the concerned committee and to the respective department. At the beginning of semester the faculty of concerned subject orally provides details of curriculum and circulates the curriculum among the students. At the welcome function the Principal of the college also gives details regarding to the structure of curriculum. In this way, the college implemented effectively curriculum.

The short term courses run by college have MOU with Shivaji University's Department of Adult and Continuing Education and Extension Work. The department publishes its curriculum in booklet form and makes it available to all the stakeholders in the publication department of Shivaji University, Kolhapur. The college runs Balwadi Teacher Training short term course, Fashion Designing short term course and currently in this academic year we have initiated short term course Yoga with the affiliation of Shivaji University, Kolhapur. The teachers in their interaction in classroom also orally give the idea of curriculum to the students. To the remaining short term courses the faculty of college and the trainers design the curriculum to the course. The curriculum is given in the beginning of short term course in the class.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 8

1.1.2.1 Number of certificate/diploma programs introduced year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	1	0	6

File Description	Document
Details of the certificate/Diploma programs	View Document

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 15.13

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	3	1	1

File Description	Document
Any additional information	View Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 5

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 100

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
291	308	329	298	330

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

The institution integrates cross cutting issues related to gender, environment, human values and professional ethics. The college is affiliated to Shivaji University Kolhapur so the college follows the curriculum designed by Shivaji University, Kolhapur. The faculty of the college gives the suggestions and insists on it, to incorporate these issues in curriculum. The BOS of the university designed the curriculum taking into consideration the suggestions by the faculty.

The college itself cultivates these values through the organizing various activities in the college. The environmental issues and climate is handled with the programs like tree plantations in the college campus and also in the adopted village by the NSS. The campaign of clean and green is also implemented in the college and this is done through the extension activity of NSS. The college itself has solar energy project through this the college saves the traditional fuel and ultimately saves the ruin of environment, the awareness of these environmental issues are created among the students and faculty. The Shivaji University Kolhapur has prescribed environmental study as the compulsory subject to the B.A. Part-II, through this students takes the much more environmental awareness.

Human values are the core issues in the human life. The human values are on the edge of vanish, so

deliberately human values are cultivated among the students through the activities conducted by college. The college has Career Oriented Course in Foundation course of 'Human Rights' on the assistance of UGC. The college and its cultural committee give keen attention towards the celebration of great Indian leaders' birth anniversaries. The college celebrated various days like world population day, blood donation, teacher day, exhibitions, Rakshabandhan festival with the students of Ashram Shala. Every day under the guidance of physical education director before the beginning of routine work of teaching learning, the national anthem is sung by students. Through the NSS unit the students take the Armed Flags. The volunteer of NSS and college students help the blind Sanstha through the donation.

The college cultivates professional ethics among the students through the short-term courses such as Foundation Course in Human Rights, Balwadi Teachers Training course and eight more short term courses. The students of the college take the experience of professional ethics through the celebration of teacher's day. On this particular day the student performs the role from principal to peon the total management of that day is with the students.

Along with this the core values are taught through the various curriculum programs as the interdisciplinary subjects like History of Social Reform in India / Social Reformers of Maharashtra, Public Administration and Democracy, Elections and Good Governance.

File Description	Document
Any Additional Information	View Document
Link for Additional Information	View Document

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 8

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 8

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document

1.3.3 Percentage of students undertaking field projects / internships

Response: 85.23

1.3.3.1 Number of students undertaking field projects or internships

Response: 225

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: A. Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document

1.4.2 Feedback processes of the institution may be classified as follows:

A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: B. Feedback collected, analysed and action has been taken

File Description	Document
Any additional information	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 86.44

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
291	308	329	298	330

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
360	360	360	360	360

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 46.33

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
98	95	65	72	87

File Description	Document
Institutional data in prescribed format	View Document

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Yes, the institution assesses the learning levels of the students at the beginning of academic year by the teachers during the class room interaction by knowing their scores in previous examinations, socio-economic status and aptitude. The diagnostic test is conducted. Through scores in previous examination, diagnostic exam and internal exam the institute identifies the slow learners and advanced learners. Taking into consideration the performance of the students in the previous university and internal examination the advanced learners are identified. Such students are motivated to read advanced reference books. They are asked to solve the model question papers and after their response they are given special guidance to perform better in the future examination. They are given advanced topics and necessary assistance. The students are deputed to attend seminars / workshops conducted in their respective areas and thus they get exposure to advanced areas in the subjects. They are also encouraged to take part in various competitions like Avishkar, Quiz, elocution, debate. Our parent institution organizes poster competition and research paper competition. The college encourages the students to participate in poster & research paper competition. Some of our talented students participated in poster presentation competition. The rank holder students are felicitated by the college offering cash prizes every year on the birth anniversary of founder of Sanstha, *Padmabhushan Dr. Karmaveer Bhaurao Patil*.

For the slow learners and backward class students the college makes special efforts. The college attempts to bridge the gap between the students through the Remedial coaching. The college has the separate Remedial coaching committee. The committee works under the guidance of principal. The average score students and backward class students are enrolled in the Remedial course. The committee prepares time table and it is communicated to the students and teachers. The faculty of college engages such class. The committee organizes guest lectures. The personal counseling is also given to the students as per their needs. The committee keeps the records of students. The committee takes into consideration students previous years marks and marks after the coaching. In this way the slow learners and backward class students are brought near to the advanced learners. Tangible improvement is observed.

2.2.2 Student - Full time teacher ratio**Response:** 16.5

File Description	Document
Institutional data in prescribed format	View Document

2.2.3 Percentage of differently abled students (Divyangjan) on rolls**Response:** 0**2.2.3.1 Number of differently abled students on rolls**

File Description	Document
Institutional data in prescribed format	View Document

2.3 Teaching- Learning Process**2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences****Response:**

The college uses various students' centric methods in the teaching- learning process. Various efforts are made to make learning more students centric by focusing on specific learning outcomes for all courses and making it more participatory and interactive. The learning is made more participatory and socialistic by organizing activities like group discussions and posters. Some department of college organize field visits. The students of Sociology department visited the sugar factory and primitive areas. The students of Economics visited to the banks, industry (MIDC, Tasawade). The students of History department visited to the historical museum of Aundh Sansthan. The students of Geography had taken the survey of down-trodden society (Gosavi society) near the slum area of college. Some of our faculty conducts home assignment. The seminar of the final year students is conducted regularly. The tests and preliminary exams are conducted. The faculty does the evaluation and suggestions are given to correct the mistakes and to improve performance. The projects are completed by the students of all the departments. The college has annual magazine 'Triveni'. Students write articles in the annual magazine of college Triveni. It encourages creative talent among the students. Wall papers has been prepared & published by language departments on various occasions. The English department has the wall paper untitled Chorus. The Literary forum has been established to enrich the knowledge base of students in their respective subject areas. The book review contest & reading session is organized every year on 9th August on the birth anniversary of Rangnathan, poetry recitation contest organized on various occasions. Mock interview session is kept which provides skill & technique to face interview. The college provides ICT facilities and training of its usage to the teachers. The college has nine LCD projectors. The faculty prepares PPT slides and uses in the classes. The PPT slides also kept in the library for the free access to the students. The faculty of the college prepared Question Bank and it is used in the class and also kept in the library for free access to the students. The parent institute, Rayat Shikshan Sanstha has taken innovative step of launching the PPT slide Bank on its Website and it is open to all students and also teachers. As a teaching –learning experience to

the students, the college celebrates Teachers Day on 5th September. On this day the total management to conduct the college is managed by students. The Students perform the roll from principal to peon.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 87.5

2.3.2.1 Number of teachers using ICT

Response: 14

File Description	Document
List of teachers (using ICT for teaching)	View Document

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 16.5

2.3.3.1 Number of mentors

Response: 16

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	View Document

2.3.4 Innovation and creativity in teaching-learning

Response:

The faculties have adopted the innovative teaching approaches, methods by using ICT, interactive teaching by conducting group discussion, Quiz, projects, seminars & employing evaluation methods using unit test, home assignment, book review & preliminary exam at the end of semester. The college has provided internet and Wi-Fi facility, LCDs, educational CDS, e-books and journals to the faculty.

The department of English has language lab with modern audio equipment. The college organizes training programme on the use of ICT. The department of sociology has COC in foundation course in Human Rights. The moot court facility is made available. The eminent persons from judiciary are invited as guest lecturer to deliver lectures. All the faculty prepares Question Bank on each and every unit. The soft copy is uploaded on the college website. The hard copy is also kept in the library for the free access to students. The parent institute Rayat Shikshan Sanstha through Vidya Prabodhini telecast programmes & lectures of eminent persons on competitive exam. These telecast are made available to the students. The faculty of Geography uses module cloud which is available on NET for the purpose of teaching-learning. The B.A-III students' seminars are conducted by concerned subject faculty of the department. The marks

given are out of 10. The given marks are communicated to the university. The project works of students on the related subject are completed in the concerned subject faculty of the department. To the project works also offered marks out 10 and communicated to university. The B.A part –II students do the project work on environmental study. To this project works the grades are assigned to the students.

According to one innovative approach of groups of students and teachers are formed on WhatsApp group. The students share their confusion and difficulties on WhatsApp.

As quality initiative and enhancement college facilitates the teachers to attend training programmes, workshops by giving duty leaves and in some extent financial assistance.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 88.75

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 27.68

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	5	3	2

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 73.95

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years**Response:** 1.25

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description**Document**

e-copies of award letters (scanned or soft copy)

[View Document](#)

Institutional data in prescribed format

[View Document](#)**2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description**Document**

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level****Response:**

The college is affiliated to Shivaji University Kolhapur. The university has introduced semester pattern from 2012. The examinations of part-I are conducted by the college on behalf of the university. Only the question papers and answer books are provided by the university .The answer books are evaluated at the

college level by the faculties of the college in the Central Assessment Programme. The Central Assessment Programme Director is appointed by the Principal. The committee prepares mark-sheets. The marks are communicated to the university and the university declares the results.

The examinations of the part-II and III are conducted by the university. The answer books are evaluated at the Central Assessment Programme centers. The Central Assessment Programme centers are on district levels, the faculty participates in Central Assessment Programme to assessment and moderation work.

In addition to the reforms initiated by the university, the college has implemented various strategies to evaluate the performance of the students through tests, home assignment, tour report, field visits, seminars, project works.

B.A.-III term work is conducted by the college. Ten marks are allocated to seminars for fifth semester and ten marks project work for semester sixth. The marks are communicated to university. The passing to the both university exam and term work is compulsory. B.A. part II the Environmental Studies is compulsory subject and it has annual pattern. The passing head is also divided in both University examination and internal examination, i.e. project works.

The college conducts preliminary exam before the university semester exam. The concerned teachers set the question paper on the model structure of university question paper. The concerned subject teacher does the evaluation and marks are communicated to examination department of our college.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The institution has a mechanism of internal assessment which is transparent and robust. At the beginning of academic year the work distribution is done. The meeting of staff takes place under the guidance of Principal. The work distribution of various committees is done including examination committee. The examination committee works throughout the year which sees exam related work.

The Chairman of examination committee organizes meeting with faculty. The committee chalk out the schedule of examinations conducted in the academic year. The schedule is also given in the academic calendar of college.

The time-table of preliminary examination is declared in advance. The examination committee conducts the examinations. The faculty members sets the question papers. The paper setting is on the guidelines of university question paper. The assessment is done by the concerned subject teacher. The mark sheets are prepared. As an important transparency measure, assessed answer papers are shown to the students. The mistakes they are committed are shown to them. The corrections of mistakes are done. The suggestions are given to improve. The outcome of this effort is reflected in scores of the final semester examination. The students score better in the examinations. The preliminary examinations are conducted twice in the year. First preliminary examination is before the first, third and fifth semester. Second preliminary examination is before the second, fourth and sixth semester. The departments conduct tests on the completed units. The tests papers are assessed and performance is shown to students. The suggestions are given to improve. Some concepts are again cleared. The test papers are given to students for

preparation. The examination committee conveys the dates of seminars to the students in advance. The faculty gives topics to the seminars to the students. The seminars are conducted in the class-rooms. The mark-sheets are submitted to examination committee by the faculty. The examination committee conveys the marks to university examination department on online. The same procedure is followed to project-woks in the sixth semester. To the B.A-II class the project-work is taken once in the year. Topics for project-works is given to student in advance. The examination committee conveys the dates of submission of project works. The presentation of project-works by students is conducted in class-room. The faculty members submits the result to examination committee. The examination committee conveys the results to examination department of university on online.

The semester examination of B.A.-I is conducted by examination committee of college on the behalf of university examination department. The university examination department provides question papers. The college examination committee smoothly conducts the examinations. The Central Assessesment Program is organized in the college by examination committee. The faculty of the college assesses the answer books in the CAP. The marks are communicated to examination department of university on online. This takes place twice in the academic year. If any grievance of student is there, this communicated to university. On the demand of student the photocopy of answer book is provided to students after completing formalities of university.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

There is a mechanism for redressal of grievances with reference to evaluation both at the college and university levels. Examination related grievances for UG part-I are solved at the college level and for the part-II and III is forwarded to the university. The mechanism for the redressal of the grievance is as per the university rules. At the university level, there is a Grievance Redressal Committee. If any student feels that the score given to him/her is not just then he or she can apply for the Photostat copy of the assessed answer-book. The students gets assessed answer book from the university exam department. The student can take the opinion of other teacher and approach the university authority or college for re-evaluation. In this way the grievances related in the scores of marks are solved. The internal evaluation is completed by the examination committee. The examination committee pays the attention towards the grievance of students. The results are declared and in case of any grievance, the examination committee solves the grievances of students. This is a time bound and transparent.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

Yes, the college adheres to the academic calendar for the conduct of Continuous Internal Evaluation (CIE). At the beginning of academic year in the meeting of staff, Principal distributes the work and composes the committees. The examination committee prepares the academic calendar. The academic calendar has also the programme to conduct CIE. The dates of internal examination are given in the academic calendar. The dates of preliminary examinations are in advance of 15 days to 20 days before the

commencement of semester examinations. Every department in their academic calendar mentions the dates of test. According to the dates mentioned by departments the examination committee takes the dates of test examination. The dates of seminar, term work and project term works are mentioned in the academic calendar. The term work of seminar and project work are conducted. The dates are mentioned in the academic calendar approximately and later it is confirmed after the dates of university. The university informs the dates of term works in advance. The examination department gives specific time to conduct the term work. The faculty submits the marks online to the exam department of university. Online copy of mark sheet is submitted to examination department of college.

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 on website and communicated to teachers and students

Response:

Yes, the college has clearly stated program outcomes, program specific outcomes and course outcomes displayed on website and communicated to teachers and students. The student and staff are made aware of these through the college website, the college notice boards and prospectus. They are also addressed in the various activities such as guest/expert lectures, study-tours, the principal's address to the students in the beginning of academic year, and the meetings of principal with the stakeholders. The faculty in class lectures does the orientation of students regarding the outcomes of program.

PROGRAM OUTCOMES, PROGRAM SPECIFIC OUTCOMES AND COURSE OUTCOMES

PROGRAMME OUTCOMES

Bachelor of Arts (B.A.)

After completion of the B. A. programme, the students will be able:

- To understand knowledge in the field of humanities and Language.
- To be cultured and good citizen of India.
- To get employment opportunity.
- To understand fundamental values of Indian Constitution.
- To use communication and soft skills.
- To be socially, Politically, Economically and culturally conscious.
- To make overall personality development of the learners.

PROGRAMME SPECIFIC OUTCOMES

1. English

After completion of the programme, the students will be able:

- To understand variety of forms of literature.

- To know major literary writers, genres and periods.
- To make critical appreciation of English literature.
- To use communication skills in English.
- To understand the relationship between culture, history, and texts.
- To understand basic concepts in linguistics and their usage.

2. Hindi

After completion of the programme, the students will be able:

- To understand the history of Hindi literature and its various forms.
- To understand and appreciate literature in Hindi.
- To make use of Hindi in daily life.
- To understand the depth of language.
- To develop communication skills in formal and informal Hindi.
- To propagate Hindi as a national language.

3. Marathi

After completion of the programme, the students will be able:

- To understand Marathi literature.
- To understand the creative process and nature of literature.
- To get interest in reading Marathi literature.
- To develop communication skills in formal and informal Marathi.
- To understand importance of language and propagate the language.

4. History

After completion of the programme, the students will be able:

- To study the history of various countries in the world.

- To study and interpret history objectively.
- To understand the change and impact of the revolutionary events.
- To understand the events of Indian freedom struggle and contribution of the freedom fighters to the making of modern India.
- To realize the role of social reform movements in the development of modern India.

5. Sociology

After completion of the programme, the students will be able:

- To understand and analyze social problems.
- To be sensitive to the contemporary Indian social issues.
- To understand various social processes and the theoretical perspectives.
- To believe in social equality.
- To undertake research work in sociology.
- To suggest solutions on social problems.
- To understanding profiles of rural and tribal communities.

6. Geography

After completion of the programme, the students will be able:

- To understand the physical setup of the world.
- To get acquainted with the relationship between human activities and physical resources.
- To relate the global level situation to the local level.
- To be good planners and environmental conservators.
- To understand natural and manmade disasters and their management.
- To acquire scientific temperament and respect diversity in the world.

7. Psychology

After completion of the programme, the students will be able:

- Understand key concepts, principles and overarching themes in Psychology.

- Develop knowledge of psychology's content domains.
- Understand application of psychology.
- Engage in innovative and integrative thinking, problem solving and decision
- To develop self-identity through self-analysis
- To develop effective personality through verbal and non- verbal communication.

8. Economics

After completion of the programme, the students will be able:

- To understand the behavior of Indian and world economy.
- To analyses macro-economic policies including fiscal and monetary policies of India.
- To determine economic variables including inflation, unemployment, poverty, GDP, Balance of payments using statistical methods.
- To understand the behavior of financial and money markets and perform cost benefit analysis for making investments.

COURSE OUTCOMES

1. Teacher Training Course in Balwadi

After completion of the course, the students will be able:

- To understand child psychology.
- To understand school management.
- To develop creativity among the children.
- To develop overall personality of children.

2. Certificate Course in Beautician

After completion of the course, the students will be able:

- To understand concepts of beauty.
- To get employment.
- Personality development.

- Professional skills to start self business.

3. Certificate Course in Cookery

After completion of the course, the students will be able:

- To understand food culture.
- To understand the delicate use of utensils.
- To identify various hygienic cooking techniques.
- To develop the team spirit.

4. Certificate Course in Karate

After completion of the course, the students will be able:

- Self-defense.
- Personality Development.

5. Certificate Course in Spoken English

After completion of the course, the students will be able:

- To study the accepted pronunciation of English sounds by using speech organs correctly.
- To identify their flaws in English pronunciation and speak effectively by rectifying them.
- To use English in various life situations.
- To use communicative grammar in English.
- To face interviews effectively and grab job opportunities.

6. Certificate Course in Office Automation

After completion of the course, the students will be able:

- To acquire computer literacy.
- To learn various computer applications like MS Office, Word Excel, Power Point, etc.
- To use advanced computer applications in day-to-day work.
- To seek job opportunities in the field of IT like data processing, BPO, Call Centers, etc.

7. Foundation Course in Human Rights

After completion of the course, the students will be able:

- To understand the principles of human rights and law.
- To improve ability of analytically thinking.
- To develop professional ethics.

8. Certificate Course in Fashion Designing

After completion of the course, the students will be able:

- To develop skills in fashion designing.
- To understand the fashion industry and its component parts.
- To understand the ethics of cultural and global influences on contemporary fashion.
- To develop creative potential and personal style.
- To get benefits of government schemes.

9. Certificate Course in Basic Yoga

After completion of the course, the students will be able:

- To acquire basic knowledge of Yoga at physical and mental level.
- To understand the tradition of Yoga studies in India.
- To use Yoga for their personal physical and mental health.
- To understand the importance of Indian Yoga culture.
- To propagate Yoga for community health.
- To start their career as Yoga teacher or instructor.

10. Diploma Course in Housekeeping

After completion of the course, the students will be able:

- To identify scope of deployment as per requirement.
- To develop skills of housekeeper.
- To understand career in the housekeeping department.

- To cultivate hospitality.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

Yes, the institution evaluates the program outcomes, program specific out-comes and course outcomes. The college analysis the progress and performance of the students in the internal and university examinations. The Head of institution in staff meeting discusses the result and if the result is less than university then the reasons are identified and the solutions to improve the results is discussed. If the results of any department or faculty are worse or less than university to such a faculty the written explanation is asked. The explanation given by the faculty is forwarded to Sanstha. The Sanstha takes appropriate action on it which helps to improve the performance. The results are communicated to the students and Parent institution Rayat Shikshan Sanstha. The final year results show the outcomes attainment of program.

The final years results of students.

class	Academic year	Passing Percentage%
B. A.III	2012-13	88.63
	2013-14	82.89
	2014-15	81.82
	2015-16	91.13
	2016-17	85.55

The U. G pass out students goes to higher education, P. G and other courses. The following table shows the progression U. G to P. G. The pass out students goes to further education to M. A, M.B.A, M.S.W, L.L.B, B.Ed., B.B.A, B C.A

Academic Year	Appeared students	Pass students	Progression U. G to P. G
2012-13	88	78	43
2013-14	76	63	27
2014-15	83	68	42
2015-16	79	72	31
2016-17	90	77	32

The placement of the students shows the outcome of the course. The placement cell of the college collects the information of placed students in various jobs in various sectors. The placements show the scope of course. Our students are placed in various jobs, such as in civil services, in the field of education, in defense services, in banking sector and private sectors.

The short term courses conducted by college is a supplementary to the degree course; it is a value added and skill development courses to the students. The students get placements in government sectors and also in the private sectors after completing short term courses. The students can develop their own firm after completing short term courses. Some of our students started their own firm of Beauty Parlor, Fashion Designing and Cookery. The Spoken English course helps to develop the spoken skill among the students. It develops the communication skills among the students. Now days the communication is important, it helps to secure the jobs in corporate sector. Some of our students are selected in corporate sector. The short term course in Cookery helps to get the job in the hotel and tourism sector to the students. Now a days self-protection has become essential. Therefore Karate short term course provides protection to the students. The yoga short term course provides the healthy life to girl students. The students become self-reliant. This is the outcome of short term courses.

After all the attainment of outcome of program is that, well educated citizens are created. The patriotism, love to nation and society is cultivated among the students.

2.6.3 Average pass percentage of Students

Response: 85.56

2.6.3.1 Total number of final year students who passed the university examination

Response: 77

2.6.3.2 Total number of final year students who appeared for the examination

Response: 90

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	View Document

NAAC

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0.14

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 10

File Description

Document

List of research projects and funding details

[View Document](#)

Supporting document from Funding Agency

[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

The institution is the branch of Rayat Shikshan Sanstha which was established with the motto education to all. The target is education to the weaker sections of society. The college is also firm on this motto, the

college is in the hilly and rural area, and the students are from the economically weaker sections of society. To provide assistance to the students, college implements the schemes to the students to transfer knowledge through this scheme. The college provides the various schemes of scholarships. The B. C cell committee is active in the college. It looks in the matter of scholarships. The Government of India (GOI) scholarship to SC/ST students, the scholarship of Government of Maharashtra to NT and OBC category students. The Student Aid Fund is used to help the needy and poor students. Beside this, faculty personally helps the students. The purpose behind it is the student should not remain away from the knowledge.

The college runs the **'Earn and Learn scheme'** to support students. On a small scale the college and its earn and learn scheme committee enrolls the needy students in the scheme. The students enrolled in the scheme works in the library after their classes. In this way the college attempts to transfer the knowledge to the students.

The college conducts the Remedial Coaching for students. In this Remedial Coaching classes the lower scoring students and backward class students are admitted. The attempt is to minimize the knowledge gap between the high score students and low score students. The institute has the **'Student Adoption Scheme'** The faculty adopts the students. The faculty keeps all the details of the students with emphasis on the curriculum. The faculty gives guidance to the students especially of curriculum. The attempt is to transfer the knowledge. The institution has created these initiatives for creation and transfer of knowledge.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 2

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	2	0

File Description	Document
Report of the event	View Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: Yes

File Description	Document
e- copies of the letters of awards	View Document
List of Awardees and Award details	View Document

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.49

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	4	13	9	6

File Description	Document
List of research papers by title, author, department, name and year of publication	View Document

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.8

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	15	14	8	12

File Description	Document
List books and chapters in edited volumes / books published	View Document

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

The college has made Contribution to Society and environment by making a worthwhile participation to promote institution neighborhood community major emphasis is given on student engagement, service and orientation and holistic development of students contributing to good citizenship. The faculty members are given responsibilities to engage students in the community development programmers.

The college organized rallies in the village. The “*Sadhabhavana Rally*” organized to create brotherhood and healthy atmosphere in the society. The “*Lek- Wachava Abhiyan Rally*” organized in the village and adapted village in co-operation of villagers. The decreasing gender ratio is the burning issue in the society’. To create awareness in the society the rally is organized. The staff and students were participated in the rally. The Roll model women players (posters) of India were the centre of attraction. Every year the NSS camp is organized in the adopted village. The 50 students and staff participated in the camp; the camp brings students nearer to the villagers. Various activities are conducted in the adopted village. In the co-operation of villagers the village is cleaned. Mother Child Health Check-up camp was organized in the collaboration of doctors of Primary Health Centre Umbraj. 212 women and children were taken the advantage of camp. Animal health programme camp was conducted. H.B and blood group determination camp was also organized in the adopted village 145 villagers were benefited.

Rally:-

In the last five year the institution organized the rallies on social issues in which the NSS volunteers and staff along with the citizens of the village were participated.

1. *Sadhabhavana Rally.*
2. *Lek ladaki Abhiyan*
3. *Poster Rally*
4. *Rally Against Dowary*

Street Play: -

On the issue of gender equality the street play of girls were performed in the village. 100 students and teachers were participated.

Tree Plantation:-

To create environmental awareness among students and villagers, the college and the NSS unit has

undertaken the tree plantation programs in the college campus and adopted village in the last five years.

Clean Village program:-

The college has done the “Swachha Bharat Abhiyan” to clean village. The campaign is conducted in the college campus, Mahatma Gandhi High-School and Jr. College campus, in adopted village and Umbraj village and Primary Health Centre Umbraj.

Health Check-up camp:-

Health check-up camp of citizens of village and Animal health check-up camp was organized in the adopted village.

In the adopted village the ‘Haldi-Kunku’ function, eradication of superstitious beliefs programme organized every year. “Maharajswa Abhiyan” was organized in the year 2013-14 in the collaboration with Govt. of Maharashtra. The parent and alumni meet was organized in the college twice in the year. ‘Triveni Sahitya Samelan’ was organized in the village, Umbraj in collaboration of villagers and college students.

In this way the college does the holistic development of students by these extension activities in the neighborhood community.

3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 4

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	0	0

File Description

Document

e-copy of the award letters

[View Document](#)

Number of awards for extension activities in last 5 years

[View Document](#)

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 16

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	3	3	4

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 64.69

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
225	200	175	190	212

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 4

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	1	1	1	1

File Description	Document
Copies of collaboration	View Document
Number of Collaborative activities for research, faculty etc.	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 5

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	1	1	1	0

File Description	Document
Details of functional MoUs with institutions of national, international importance, other universities etc. during the last five years	View Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has an adequate facilities for teaching learning viz, ICT enabled Classrooms, Laboratories, Library and Reading Room, Language Lab, Seminar Hall etc.

The college has effective management and administration of the parent institute Rayat Shikshan Sanstha, Satara. Under the guidance of management adequate, comprehensive infrastructure and effective learning resources are made available for the students. There are ICT enabled 9 classrooms and auditorium availed for the students with sufficient lighting arrangement, sound system, glass boards and proper ventilation. To enhance the academic quality, the college has 9 LCD Projectors. Through the LCD projector teachers have been teaching with PPT, CD's. The parent institute telecast the important programs related to competitive exams.

The college activities are administered under the Principal's guidance. The Principal's cabin is well equipped with update ICT equipment, which is located at the ground floor of the main building. Library has good number of reading collection with encyclopedia, dictionary, reference books, text books, e-books, e-journals, periodicals, journals and newspapers. The total number of the collection in the library is 10833 books in which there are 2704 text books, 8129 reference books. The library also provides more than 3135000 e-books and more than 6000 e-journals through INFLIBNET NLIST.

The gymkhana has the essential sports tools, which are made available to the students and staff.

Teachers are facilitated with 7 computers in staffroom with broadband internet networking. Moreover there are two spacious computer laboratories with computer and language learning software established to help students to enhance their linguistic competency and computer knowledge. There is one spacious auditorium used as a seminar hall almost all regular and required facilities are availed for the students, which makes the teaching learning process advantageous and healthy.

Students with physical disabilities are facilitated with-

-Ramp

-No queue system in office and Library.

-Writers and extra time allowed during Examinations according to the rules and regulations of University.

-Writer in examination on student demand

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga

centre etc. and cultural activities**Response:**

- **SPORTS FACILITIES.**

‘Sport’ is essential and unavoidable part of teaching learning process and student’s life. The institute provides almost all possible sport facilities. The College has its own playground and Gymkhana keeping in view the overall personality development of the students. The college takes keen interest in organizing sports, games and extra-curricular activities.

To promote sports and games college provides most of the infrastructural facilities and indoor games such as Carom, Chess, and Yoga etc. To make the girls strong and able to self-defense karate and Boxing teaching facility is provided.

For outdoor games facilities as Volleyball, Kabaddi, Kho-Kho, and Athletics for students. The college has equipment like Nets, Balls, Timers and Volley Ball Poles. For Kho-Kho practice there is ground, Kho-Kho pole, and measuring tape are availed to the students. Consumables like T-Shirts, Shoes, Stockings, Balls, Javelin, are provided from college as per the requirements of players during the intercollegiate and other sport activities. To motivate the players incentives like tracksuits are provided accordingly.

The college has equipment of Gymnasium (fitness zone) containing modern equipment. The area comprises near about 18X60 sq. ft. Gym contains exercise machines such as standing calf, Abdominal Board with ladder, Elliptical cross Trainer, EB-22 Exercise cycle, Twister Disk Leg Prets etc. which are especially useful to maintain health of women. Detail List of equipment is enclosed. The Gym is open to all students from 7.00 am. to 1.00 p.m.

Indoor Games information

	Name of the Game	Equipment’s quantity	Available Area (In Feet)
1	Carom	02 set	15 X 15
2	Chess	04 set	15 X 15
4	Boxing	11 kits	37 X 35
Total		17	

Outdoor Games information

Sr. No	Types of game	Available Area	Year of Establishment	User Rate(L 5 Years)
1	Volleyball	18m.x 9 m	1989	16.86
2	Kabaddi	12m.x8m	1989	19.81
3	Kho-kho	27m.x16m	1989	15.13
4	Athletics	Long Jump, Short Pul., Discus Throw, Javelin Throw	1989	8.19

Indoor sports

Sr.No.	Types of game	Available Area	Year of Establishment	User Rate (Last 5 Years)
1	Carom	15x15	1989	7.40
2	Chess	15x15	1989	7.56
3	Gymnasium	(18 X 14) X 3	2012	77.89

Available Gymnasiums Equipment

Sr. No.	Gymnasium Equipment	Area (in feet)
1	Leg Pull Down 60wt	18 X 60
2	Bicep Triceps Pulley	
3	Bench / Shoulder Press	
4	Peek deck Reverse Fly Wt. 60	
5	Leg Curl Extension	
6	Standing Calf	
7	Leg Press 60 wt	
8	Adjustable dumbbells bar	
9	Weight Bar 5 ft	
10	Weight Bar 3.5 ft	
11	EZ bar	
12	Multiple Bar	
13	Heap Dips Chain Up	
14	Hyper extension Slant	

15	Abdominal Board with ladder
16	Just Fit Treadmill
17	Dumbbells Bench
18	Fuel 4.0 Elliptical Cross Trainer
19	EB—22 Exercise Cycle
20	Twister disk
21	Dumbbells Qty. 23

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 13.97

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
01.06000	00.92000	00.93600	01.05000	01.77000

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

- Name of the ILMS software: “*Libreria*” Software developed by MKCL, Pune
- Nature of automation: *Partially*
- Version: *Version: 2.0.3715.28728*

Parent institution has purchased library management software namely “Libreria”. The college pays Rs. 12000 annual maintenance contract (AMC). It’s *version* is 2.0.3715.28728 with cloud base, which facilitates automated book circulation, book accessioning, user administration, generation of all types of reports, barcode and library user card. The software provides web OPAC facility, through this facility student and staff can get remote access of library holdings. The automation of library is partial, it is near about 80% collection and the manual system is applied for remaining 20% collection.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

1. Institution Report-

Name of the Books	Publication	Authors Name	Total Copies	Year
‘Karmjyoti’	D.P. Mahavidyalaya, Karjat	Principal, D.P. Mahavidyalaya, Karjat	1	2015-16
‘Karmjyoti’	D.P. Mahavidyalaya, Karjat	Principal, D.P. Mahavidyalaya, Karjat	1	2016-17
‘Sadguru’	S.G.M. College, Karad	Principal, S.G.M. College, Karad	1	2012-13
‘Sadguru’	S.G.M. College, Karad	Principal, S.G.M. College, Karad	1	2013-14
‘Sadguru’	S.G.M. College, Karad	Principal, S.G.M. College, Karad	1	2014-15
‘Sadguru’	S.G.M. College, Karad	Principal, S.G.M. College, Karad	1	2015-16
‘Sadguru’	S.G.M. College, Karad	Principal, S.G.M. College, Karad	1	2016-17
‘Purti’	R.B.N.B. Mahavidyalay, Shrirampur.	Principal, R.B.N.B. Mahavidyalay,	1	2015-16

		Shrirampur.			
'Triveni'	Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	Principal Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	10	2013-14	
'Triveni'	Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	Principal Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	10	2014-15	
'Triveni'	Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	Principal Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	10	2015-16	
'Triveni'	Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	Principal Sou. M. R. Jagtap Mahila Mahavidyalaya, Umbraj.	10	2016-17	
Varshik Ahaval	Rayat Shikshan Sanstha, Satara.	Rayat Shikshan Sanstha, Satara.	1	2012-13	
Varshik Ahaval	Rayat Shikshan Sanstha, Satara.	Rayat Shikshan Sanstha, Satara.	1	2013-14	

Self Study Report of Rayat Shikshan Sansta's Sou. Mangaltai Ramchandra Jagatap Mahila Mahavidyalaya

Varshik Ahval	Rayat Shikshan Sanstha, Satara.	Rayat Shikshan Sanstha, Satara.	1	2014-15
Varshik Ahval	Rayat Shikshan Sanstha, Satara.	Rayat Shikshan Sanstha, Satara.	1	2015-16
Varshik Ahval	Rayat Shikshan Sanstha, Satara.	Rayat Shikshan Sanstha, Satara.	1	2016-17
Varshik Ahval	The Rayat Sevak Co-op, Bank Ltd., Satara	Chairman, The Rayat Sevak Co-op, Bank Ltd., Satara	1	2012-13
Varshik Ahval	The Rayat Sevak Co-op, Bank Ltd., Satara	Chairman, The Rayat Sevak Co-op, Bank Ltd., Satara	1	2013-14
Varshik Ahval	The Rayat Sevak Co-op, Bank Ltd., Satara	Chairman, The Rayat Sevak Co-op, Bank Ltd., Satara	1	2014-15
Varshik Ahval	The Rayat Sevak Co-op, Bank Ltd., Satara	Chairman, The Rayat Sevak Co-op, Bank Ltd., Satara	1	2015-16
Varshik Ahval	The Rayat Sevak Co-op, Bank Ltd., Satara	Chairman, The Rayat Sevak Co-op, Bank Ltd., Satara	1	2016-17
'Sanskriti'	A.S.C. College, Mokhada Dist. Thane	Principal, A.S.C. College, Mokhada Dist. Thane	1	2013-14
'Sanskriti'	A.S.C. College, Mokhada Dist. Thane	Principal, A.S.C. College, Mokhada Dist. Thane	1	2015-16
'Sanskriti'	A.S.C. College, Mokhada Dist. Thane	Principal, A.S.C. College, Mokhada Dist. Thane	1	2016-17
'Prerana'	Mahatma Phule A.C.S. College, Panvel	Principal, Mahatma Phule A.C.S. College, Panvel	1	2014-15
'Maharshi'	A.C. College, Madha, Dist. Solapur	Principal, A.C. College, Madha, Dist. Solapur	1	2012-13
'Rayatganga'	Abasaheb Marathe Ars and New Commerce Science	Principal,	1	2016-17

	College, Rajapur, Dist. Ratnagiri	Abasaheb Marathe Ars and New Commerce Science College, Rajapur, Dist. Ratnagiri			
'Chaturashtra'	Rayat Shikshan Sanstha, Satara	Chairman, Rayat Shikshan Sanstha, Satara	2	2015-16	
'Zep'	K.C. Mahavidhyalay, Talmavle.	Principal, K.C. Mahavidhyalay, Talmavle	1	2013-14	
'Sangam'	V.C. College, Karad	Principal, V.C. College, Karad	1	2015-16	

MAAC

2. Shivaji University Report-

Name of the Books	Publication	Authors	Total Copies	Year
Annual Report	Registrar, S.U., Kolhapur	S.U., Kolhapur	1	2012-13
Annual Report	Registrar, S.U., Kolhapur	S.U., Kolhapur	1	2013-14
Bharatratna Dr. Babasaheb Ambedkar Gourav Granth	Director, BCUD, S.U., Kolhapur	S.U., Kolhapur	1	2015-16

4.2.3 Does the institution have the following:

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B. Any 3 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	View Document

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 1.27

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00.78334	00.40824	02.00060	00.48406	02.65690

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Details of remote access to e-resources of the library	View Document

4.2.6 Percentage per day usage of library by teachers and students

Response: 16.43

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 46

File Description	Document
Details of library usage by teachers and students	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

1. Wi-Fi
2. Broadband
3. Antivirus software
4. Libreria

- **Wi-Fi:** for Wi-Fi college uses 4G routers from Reliance Jio. It is used in Office, Library and MPSC Center.
- **Broadband:** College has two broadband connections with 1 mbps capacity from BSNL. These two connections are used for Office, Library, Office Automation Lab, MPSC Center and departments such as Marathi, Hindi, English, Sociology, History, Geography, Psychology and Economics.
- **Antivirus software:** The College has fifty computer sets. All computers have antivirus software i.e. Quick Heal and Net Protector for one year. Its update daily automatically via internet.
- **Libreria:** This Libreria software is designed by Maharashtra Knowledge Corporation Limited. (MKCL) which is used in library for *library automation*. It updates automatically by MKCL yearly.

4.3.2 Student - Computer ratio

Response: 5.28

File Description	Document
Student - Computer ratio	View Document

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: 5-20 MBPS	
File Description	Document
Details of available bandwidth of internet connection in the Institution	View Document

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)	
Response: No	
File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years				
Response: 4.98				
4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)				
2016-17	2015-16	2014-15	2013-14	2012-13
0.31190	0.29772	0.39175	0.37422	0.22747
File Description	Document			
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document			

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.	
Response:	
<p>The college has established system and procedures for maintaining and utilizing support facilities, including classrooms, library, sports and computers.</p> <p>Classrooms are maintained by the non-teaching staff. The head of the office distributes the work among</p>	

the non-teaching staff. The division of the work allotted to the staff is done honestly by him/her. The daily sweeping of the classroom is done. The maintenance committee look in the matter of maintenance of the classroom. The office head and the principal of the college gives the surprising visits to the classrooms, the suggestions by the students and teachers are taken into consideration and such type of suggestions are given to the non-teaching staff. The decision of coloring and other matters essential to the classrooms are taken in the maintenance committee time to time.

The college has the ICT technology and it is maintained through the Maintenance Committee. The maintenance of computers and other electronic equipment has been outsourced. The maintenance committee takes the quotations from the agencies and accepts the reasonable quotation to maintain the electronic equipment. The agency looks the maintenance of computers and other equipment. Generally the agency twice in the year supervises and if needed the repairing they do it. The maintenance committee takes the suggestion from the students and teachers and it convey to the agencies. Overall the principal of the college takes the reviews of the condition of equipment in the maintenance committee they also visit to the computer labs. This mechanism of maintenance is established in our college.

Library is the integral part of college so the special maintenance system is established. The library committee of the college takes the reviews of the maintenance of library. To preserve the books without disturbing it the insect prevention insecticide is used. The library attendant and peon look after the maintenance of library. They take care of clean library even if there are complaints by students and staff it kept in the maintenance committee meeting and the solution is find out to do the improvement. The college has adhered the system to keep the maintenance of library.

The sport is the integral part of the student's life. The college provides sport facilities and maintains it. The sport committee is in the college. The physical director is the head of this committee which works under the guidance of principal. The outdoor sport facilities are maintained by the Physical Director, non-teaching staff and the sport students i.e. players, takes the care of outdoor ground. They keep clean, watering it and also marking on the ground. The equipment of the sports are used carefully. If there is damage it is brought forward to the physical director and the physical director makes the appropriate arrangements after the decision of committee. Such type of maintenance policy is also used in case of indoor games. The non-teaching staff under the guidance of Physical Director does the work of maintenance of the sport equipment.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 75.76

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
217	226	265	233	238

File Description

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Document

[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 5.78

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
18	16	25	16	15

File Description

Number of students benefited by scholarships and freeships besides government schemes in last 5 years

Document

[View Document](#)

5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling

- 3. Soft skill development
- 4. Remedial coaching
- 5. Language lab
- 6. Bridge courses
- 7. Yoga and meditation
- 8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: A. 7 or more of the above

File Description	Document
Details of capability enhancement and development schemes	View Document

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 40.7

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
115	140	129	110	140

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	View Document

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 6.82

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	6	6	5

File Description	Document
Details of student placement during the last five years	View Document

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 41.56

5.2.2.1 Number of outgoing students progressing to higher education

Response: 32

File Description	Document
Details of student progression to higher education	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 40

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	3	4	0

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
5	5	3	4	4

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	View Document

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) during the last five years.

Response: 7

5.3.1.1 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 wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
7	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	View Document

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

The Students participation in the academic administrative bodies of the college is very active. The college has student council which is active and functional throughout the academic year. In the last three years the student council was not formed due to the delay in decision by government of Maharashtra. The formation of student council was formed by the selection and it was by the ranker in their previous examination. Before this the system was for the formation of student council was election. The Selection and composition is as per the guidelines of affiliating Shivaji University Kolhapur. The college Student Council committee notifies the students, collects nomination forms, and elects the class representatives and University representative from the elected class representatives. The reservation policies of the Government and University are followed while nominating the students. The process is carried out abiding the rules different sections of Maharashtra University Act 1994.

In the college, the council of student participates and represents in various academic and administrative bodies. College promotes students participation in each aspect and they are included in the following important committees:-

1. *Internal Quality Assurance Cell (IQAC)*
2. *Library committee*
3. *Women's Grievance Redressal committee*
4. *Sexual Harassment Prevention committee*
5. *Discipline and Anti –ragging committee*
6. *National Service Scheme*
7. *Gymkhana*
8. *Cultural committee*

Student council puts student's views. The views and concerns of students forwarded to administration and academic in a diplomatic way. Student council could have a consultative role about sports, library facility and other facilities. Student council provides information to student council committee of the college about the issue. Student council creates positive and healthy atmosphere among other students. From the year 2018-2019 the student council will be constituted through election as per the new Act.

Activities of student council:

The student council shoulders many responsibilities as it is the connecting link between the college administration and students. The council conveys the difficulties to the authorities and suggests changes in some matters. The members take active participation in Youth festival, Gymkhana day and celebration of leader's birth anniversaries and death memories. The students of the college have taken part in many NSS activities like social awareness Rally, Environmental Awareness, clean campus, etc. The most important role they play is as volunteers in NSS, Culture activities, sports events, Gymkhana day, discipline committee and other functions.

They are also involved in all departmental activities. Representative of S. C. are involved in magazine committee. The college magazine '*Triveni*' is published annually to provide platform to the students to show their creativity. The magazine publishes articles, photographs, drawings, cartoons, research articles, poems and many other type of literature of students after proper improvisation and editing.

In addition, there is a wall paper. The editorial board is formed by the participation of students, where special issues are displayed on occasions such as *Independence Day*, *Republic Day*, *Karmaveer Birth Anniversary* etc.

Through the Grievance Redressal Cell, suggestion boxes are available for students at strategic places for conveying their grievances if any. The suggestions are addressed after scrutiny by the redressal cell.

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 17.2

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
19	17	17	16	17

File Description	Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

The Rayat Shikshan Sanstha is progressive, reputed academic institution not only in Maharashtra but also in India. Sou. Mangaltai Ramchandra Jagtap Mahila Mahavidyalaya, Umbraj belongs to the same Sanstha.

The institute decided to arrange gathering ex-students of the college. Most of them came together with the commitment and devotion towards college on January 8, 2013. There was composition of new body of Alumni Association. The new body passed the number of resolutions regarding the physical and academic development of college. They also unanimously expressed their feelings to support the institution. The alumni of the college from the economically weaker section, but the alumni were very firm to give the support in other indicators and from this day the college has experienced the support of alumni and feels very proud of our alumni. The Alumni Association is always ready to express their gratitude various ways for their Mother Institute.

They share each other's experiences. This association has intention to help College. They determined to participate in the development and progress of the institute by organizing different cultural and social activities. If necessary, they will help college by collecting funds and donation for the development of the college. The alumni association of the college by their own inspiration donated donation on alumni bank account in the year 2017-18. Forty five alumni given the membership fees and donation to the alumni association.

The alumni contribute on various occasions such as birth and death anniversary of *Padmbhushan Dr. Karmaveer Bhaurao Patil* and national leaders' National days, cultural program and annual prize distribution. The Alumni has given its active support in the organization of NSS Camp, distribution of books and notebooks for needy students, speeches by experts, tree plantation, and awareness programs etc. 'Save Girl Child' awareness program was organized by the Alumni Association and performed in Mahatma Gandhi Vidyalaya, Umbraj and also in New English School, Charegaon.

The Alumni guide our student on various skills. Their presence on various occasions helps to strengthen the collaboration among the past and present students. The alumni arrange the meets twice in the year. The Alumni Association is the strength of our college.

5.4.2 Alumni contribution during the last five years

<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**Response: 11****5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	3

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision:

To provide the educational facilities to the women of hilly and rural area for the development and social changes.

Mission of College:

To impart higher education to the women from rural area, to awake them educationally, socially, culturally and intellectually and make them economically self-reliant.

◦ *distinctive characteristics as defined by its mission are presented below:*

1. To provide educational facilities to the students from downtrodden and backward classes of society
2. To prepare students for further higher education
3. To inculcate value of social equality, feeling of brotherhood, dignity of labour and self-help
4. To promote higher education to enable the students to accept the challenges of new era
5. To develop overall personality of the students
6. To enrich and maintain the quality and standards of education

The Vision and Mission statement of the college reflects all of these national aspirations and college has oriented all its academic and administrative programs towards the realization of vision and mission statements.

The college plans and executes its entire academic, administrative and developmental program in tune with the vision and mission of the college and the parent institution. In the new academic year new programmes is going to be introduce.

The college follows the principle 'education through self-help' and believes that only education can bring changes in the downtrodden and economically weaker sections of society. The college makes no discrimination in region, religion, caste, creed or class. It also believes in the principle of liberty and fraternity, which foster human democratic values.

The college tries to uplift the downtrodden and socio-economically deprived, which is major bulk of society. It is seen that no one is deprived from education on account of poverty. The college has several free-ships and welfare schemes such as 'Student Aid Fund', 'Earn and Learn Scheme', Initiatives and Prizes are offered to provide student support.

The college strives hard to impart not only curriculum oriented education but also to develop student's personality and make them capable to face the challenges of 21st century. Outreach programs and

extension activities are organized through NSS and extension service departments which aim at community development. These programs inculcate values and promote sense of social responsibilities among students.

The college always keeps in mind the mission statement. In the last five years, the college has started 10 employability oriented courses. This has created an opportunity for students to learn new courses.

The Principal and IQAC chalk out academic as well as administrative development plan taking into consideration the needs and growth of the college. Teachers, students and administrative staff are involved in making the plan and implementing it successfully through different committees.

6.1.2 The institution practices decentralization and participative management

Response:

The parent institute from its establishment adopted the policy of decentralization for the smooth conduct of management. The parent institute involves the last man of society to the man from high position in the management. Under the guidance of parent institute the college works. The Santha has given the freedom and at the same time shoulder responsibilities on the local community and staff. The CDC is a composition of renowned persons from society and this staff. Under the CDC the college works in the leadership of Principal. The IQAC is an important component in the management. Principal shoulders responsibilities on the IQAC unit and in joint responsibility both of these organs of management distributes the responsibilities of work on various committees of the college. As a decentralization, and to smooth conduct, there are committees with power as shown in the denaturalization tree diagram. In this decentralization the students, stakeholders, faculty, Vice-principal, Principal, Office Heads and the supportive staff is involved.

The case study, which is successfully implemented and best example of decentralization is mentioned here.

The college has UGC committee which works under the IQAC and Principal. College has successfully completed the women hostel through this decentralization mechanism.

The UGC committee prepare the plan by the prior permission of parent institute. The plan is estimated by the architect appointed by parent institute, after the permission of parent institute the approved plan completed through the college building committee which is formed according to the norms of UGC. The college building committee works under the CDC and the Principal of the college. The approved plan submitted to UGC through the proper channel. After the sanction of proposal the approved plan again submitted to parent institute for final permission to start the construction of building. Then the building committee under the guidance of Principal forms sub-committees, in this committees all the stakeholders are involved, i.e. Purchase Committee, Supervision Committee etc. thus the work smoothly goes towards completion. UGC committee takes the responsibility of correspondence with UGC and looks in the matters of accounts with the help of office bearer. After the completion of building work the statement of expenditure and utilization certificate submitted to UGC. The audit department of Sanstha, Government do the audits of the transactions. The sole responsibilities goes to the UGC (Western Regional Office, Pune) committee and principal. The resolution regarding to this matter is put in the CDC and taken the approval

of CDC. In this way the institution practices decentralization and participative management.

File Description	Document
Any additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Yes, the perspective plan document is an important component of the college strategy development and deployment process. The institute has framed a distinct quality policy at the beginning of academic year on basis of need of students, curriculum, higher education, result analysis etc. The quality policy is reviewed through Principal's visit and meetings with departments. Academic audit by Rayat Quality Management System also helps in qualitative policy making of institute oriented towards the achieving its objectives. The IQAC has reviewed and revised the quality policy with the help of teaching, non-teaching staff, students, alumni and the other stakeholders of the institute. The institute implemented many more strategic plans successfully out of that promoting research climate and faculty development.

The quality policy is implemented on the following:

- To promote research climate for research attitude development in faculty.
- To provide motivation, encouragement, and appreciation to the teachers for their research contribution
- To provide platform of opportunities to enhance competency level of teachers.
- To provide special infrastructure in forms of library and ICT
- To concentrate on research development of teachers

The quality policies are reviewed during the meetings of the forum of Heads, IQAC, and L.M.C. After review, the 'Quality Policy' is revised as per the changing needs of higher education policies accordingly.

Research climate development for faculty- encouragement and guidance to the faculty to undertake Minor and Major Research Projects, organize National and State level seminars and conferences. The Principal motivate to faculty, to participate and present their research work in academic forum. The Principal takes and guides the faculty of library to enrich the library with latest books, periodicals and research journals.

Faculty development-

The Institute provides various programmes for the Faculty Up-gradation. Management and Principal encourages to faculty members to involve in Research. They also motivate to the faculty to attend the National and International, conferences and present their research paper. The institute to promote the faculty members to get advanced knowledge in research. The Principal and IQAC cell motivates to attend

refresher and orientation courses. Principal motivates the faculty to undertake minor and major research projects. Faculty undertakes Minor research project. All the departments are supported to organize seminars, workshops and other programme. Faculty is encouraged to present their research articles in referred journal. Management and Principal encourage the administrative staff to attend skill up-gradation programmes in other colleges and university. College arranges lectures of eminent academicians for faculty members and gives opportunity to do the interaction with them. The college provides research facilities to faculty for taking research projects of funding agencies including UGC, University and other agencies. The college purchases new books, research journals, periodicals and e-resources for college library and provides learning environment.

The institute has a strategic plan and it successfully implemented with its above mentioned objectives. Teachers are encouraged to attend Orientation, Refresher and workshops. In the last five years the two seminars are organized on the National and State level. **10** minor research projects are completed by the faculty members in the last five years. The faculty members attended and completed **09** orientation courses and **03** refresher courses. In a last five years **89** research papers are published in the peer reviewed journals and proceedings.

File Description	Document
Any additional information	View Document

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

1. Organizational structure of the Parent Institution.

2. Administrative Bodies:

3. College Administration Set up

4. Grievance Redressal Cell

(Please see the attachment)

The Institute is governed by Rayat Shikshan Sanstha. The top management provides adequate teaching and non-teaching staff and takes responsibility for the development of the institute. It also provides general guidelines for quality policy in order to create a conducive learning environment and presents the ethos of academic excellence. The management helps to decide major policies pertaining to academic and infrastructural development. The parent institution has signed MoUs with national and international institutes and industries to facilitate the academic and research competency in colleges. The Parent Institution has a separate audit-section which monitors the internal audit of institute. The Higher Education department is functioning at the parent institution that monitors the academic development of all the institutes. 'Rayat Quality Management System' performs academic audit of the institutes. The College

Development Committee (CDC) takes decisions on general policies for the overall development of the institute and supports it.

The Principal is the academic and administrative head of the Institute and bears the ultimate responsibility for the smooth functioning of the institute. The Principal guides the faculty to prepare teaching plans, the academic and administrative calendars, co-curricular, extra-curricular and cultural activities in the beginning of the academic year. The Principal forms various committees of faculty members, students and non-teaching staff. The Principal maintains good relationships with the stakeholders for the development of the institute. The Principal promotes to faculty for relevant training, workshops, gatherings, meets for the development. The outcome of this, faculty members takes major/minor research projects and participate in workshops, seminars and conferences. The Principal with the help of committee implements effectively the co-curricular, extra-curricular and extension activities. The personal interactions of the Principal with various stakeholders play an important role in the institutional functioning.

IQAC designed and implements participative voluntary system for execution of quality enhancement measures. The faculty members of the institute maintain academic diary in which all academic and research activities along with annual teaching plan are given. In teaching learning process, the faculty use ICT to keep the students in tune with the modern techniques of teaching-learning. They organize and also participate in the workshops, seminars and conferences to update themselves. The faculty is actively involved in decision making and takes initiative for the successful implementation of the academic activity through various committees.

Service Rules:

Rayat Shikshan Sanstha follows Service rules of State Government of Maharashtra, UGC and University.

- To principal, age of superannuation is 65 years in rural area and 62 years in urban area.
- To the teaching staff, age of retirement is 60 years.
- To non-teaching staff (including Library Attendants & Peon), retirement age is 60 years & for clerical section 58 years.

Procedures for Recruitment:

The Rayat Shikshan Sanstha shoulders the entire responsibility of the recruitment procedure. The college communicates the information about the vacant post to the head office. This information is scrutinized by the Sanstha and by taking the permission of State Govt. of Maharashtra, the advertisement is given in newspaper of vacant posts. Recruitment process is completed according to the norms of University, UGC and Government. It is a matter of fact to state that quality and ability are given priority in the selection procedure.

Our Management has tremendous trust and reputation among the society. Job security, transparency and parental care are distinctive aspects of our Management which attract and retain faculty and other staff having desired qualifications, knowledge and skills.

Promotional policies:

Rayat Shikshan Sanstha follows promotional policies of State Government of Maharashtra, UGC and University. Promotion for non-teaching is given as following:

Junior clerk ? Senior clerk ? Head clerk ? Office Supritendent ? Registrar

For teaching staff

Assistant Professor ? Associate Professor ? Professor

Grievance Redressal Cell:

- The cell deals with grievance of students and staff.
- Normal complaints, if any, are received by the faculty and the Principal through personal communication, it discussed and resolved during the meetings.
- Suggestion boxes are placed in the premises. Complaints, if any, they are reviewed by the concerned committee and resolved amicably.
- Grievances are discussed and resolved in meeting of Grievance Redressal cell, if necessary it is discussed in the CDC for proper action.
- Provision of guidance from top Management.

- The institute has a functional Grievance Redressal Cell. A multi-level mechanism is established to address the complaints and grievances in appropriate manner which includes:

File Description	Document
Any additional information	View Document

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination
A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: A. All 5 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document
Screen shots of user interfaces	View Document

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The Principal and IQAC decide academic and administrative development plan as the need and growth of the college, Teacher, Students and Administrative Staff are involved in making the plan and implementing it successfully through different committees. Effectiveness of work is evident through minutes of meetings and implementation of their resolutions.

Local Managing Committee renamed (CDC):

The LMC is constituted as per Maharashtra University Act 1994. LMC of the Institute decides the policies regarding the academic, administrative and infrastructure issues. LMC reviews and guides the Institute for policy statements and fulfilment of mission. The LMC suggests improvements for enhancing the quality of Institute.

Details of the meetings:

The meeting of LMC committee of the college are held at least twice in a year. In LMC meeting, Academic and Administrative Policies are decided. These meetings aim at implementing the policies prepared by College Principal and IQAC regarding the academic and administrative policies.

Principal discusses various issues with HoDs, Faculty Member, Class Representatives and Students, regarding infrastructure, admission procedure, research facilities, discipline, academic improvement, introduction of new courses, skill development programmes etc. The suggestions which received from them are discussed in the LMC meeting. Various activities, programmes and meetings are conducted for the development of college under the guidance of LMC. Infrastructural requirements are find out by building committee and approved by LMC on the basis of students' strength and requirements.

The requirement of faculty proportional to student strength is communicated to Parent Institution. The appropriate steps are taken by Parent Institution to fulfill the requirement. The policy decisions are implemented through various activities through committees.

Resolutions made by LMC and the status of implementation

Sr. No.	Year	Date	Resolutions & Minutes	Status
1	2011-12	29/08/2011	Audits Report Expenditure on NAAC Short Term Course Teacher appointment and payment	Approve Impleme
		25/04/2012	Audits Report	Approve

			Permission for Expenditure	Impleme
			Expenditure on NAAC	
			Proposal for PG, Hindi & English	
			Discussion about Canteen	
2	2012-13	19/09/2012	Audits Report	Approve Impleme
			Hostel building	
			Extension of Library	
			Toilet Repairing work	
		30/03/2013	Audits Report	Approve Impleme
			UGC Grant Utilization	
			Provision of Computer Lab.	
			Hostel building work	
3	2013-14	25/07/2013	Hostel Building Revised	
			Proposal	Approve Impleme
			Changing the name of	
			College	
			Audits Report	
			Financial help from other	
			Institute	
		30/10/2013	Audits Report	Approve Impleme
			Hostel building work	
			Merge Scheme Construction	
			Starting Short Term Course	
			and Teachers payment	
		25/03/2014	Audits Report	Approve Impleme
			Hostel building work	
			completion	

			Merge Scheme Utilization Beauty Parlor Course Started Proposal for Commerce Faculty	
4	2014-15	20/02/2015	Audits Report Hostel building work Permission for Expenditure of Sanction Grant Fulltime Faculty in Psychology College Result	Approve Impleme
5	2015-16	31/10/2015	Audits Report College Result Hostel building work Short Term Course Teachers payment Permission for Expenditure of Sanction Grant for Fashion Designing COC Course Discussion about Fulltime post Faculty	Approve Impleme
		04/01/2016	About Loan Proposal for Commerce Faculty	Approve Impleme
6	2016-17	25/04/2017	Audits Report Permission for Extra Expenditure Permission for Expenditure for Moot court.	Approve Impleme

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The management of Rayat Shikshan Sanstha and Institute has several welfare measures for the well-being of teaching and non-teaching staff.

- The *Rayat Sevak Co-operative Bank* established in 1940 by the parent institution has over 15000 shareholders. The bank provides following loan facilities to the employees :

Rayat Shikshan Sanstha's Welfare Schemes:

Sevak suraksha Insurance

Sr. No.	Name of Scheme	Facility/Amount
1	Insurance Claim	1,00,000/-
Rayat Sevak Co-Op. Bank Ltd. Satara.		
Sr. No.	Name of Scheme	Facility/Amount
2	Surety Loan No.1	15,00,000/-
3	Surety Loan No.2	5,00,000/-
4	Surety Loan No.3	1,50,000/-
5	House Loan	40,00,000/
6	House Mortgage	25,00,000/-
7	Educational Loan	
	1. National Education	10,00,000/-
	2. National Medical Education	30,00,000/-
	3. International Education	30,00,000/-
8	Vehicle Loan	10,00,000/-
9	Gold Loan	3,00,000/-
10	Saving Deposit Overdraft of Loan	1.00.000/-
11	Fixed Deposit Loan	85%
12	Recurring Deposit Facilities	--
13	Kutumb Kalyan Yojana	50,000/-
14	Sevak Welfare Fund	--
15	Sanstha Group Insurance	1,00,000/-
16	Kayam Thev Loan	--
17	Scholarship Prize for Members & Child	--

18	Mayat Sabhasad Nidhi	10,00,000/-
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NAAC

Laxmibai Bahurao Patil Shikshan Uttyojak Co. Op. Pathpedhi Ltd. Satara

Sr. No.	Name of Scheme	Facility/Amount
19	Educational Loan to Members Child	3,00,000/-
20	Member Child Merit Prize	--

Shivaji University, Kolhapur**(Sevak Welfare Insurance Scheme)**

Sr. No.	Name of Scheme	Facility/Amount
21	Insurance Claim	1,00,000/-

Shivaji University Teachers Association

Sr. No.	Name of Scheme	Facility/Amount
22	Teachers Belevant Fund	1,00,000/-

College

Sr. No.	Name of Scheme	Facility/Amount
23	Staff Welfare Scheme	--
24	Sneh Savardhan Nidhi	--

Facility given by institute:

- Availability of employees' staff welfare fund.
- Various leave facilities such as earned, maternity, paternal, medical, surrender leave etc. according to norms of Government of Maharashtra.

All the above mentioned provisions made by college and management help to improve staff well-being and satisfaction. **100%** faculty and staff members are benefited by this welfare schemes.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**Response:** 55.08

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
11	6	3	4	14

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 16.37

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	5	2	1	1

File Description	Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college has made a provision of a separate mechanism for the performance assessment of our faculty through IQAC. It consists of two-tier system that work to bring in efficiency in the work assigned to the staff. Firstly IQAC instructs each and every faculty to submit their self-appraisal form (API) at the end of academic year. The confidential report based on verified factual data is prepared by Principal in consultation with the Head of the department. Secondly takes feedback from students.

Evaluation of faculty by HoD's and Principal is done on the basis of following –

1. Teaching and Learning
2. Co-curricular activities
3. Research contribution
4. Extension activities

For this evaluation –

1. Self-appraisal and academic performance indicator forms are submitted by faculty and scrutinized by IQAC
2. Principal communicates the feed-back received from the students to the faculty concerned and reviews his/her performance at a personal meeting.
3. Principal makes suggestions to faculty and staff for the improvement.
4. They are also appreciated for their distinguished performance assessed by students.
5. Academic diary is maintained by each faculty member.
6. Academic diary, which reflects their overall performance during the academic year.

The performance is reviewed for the qualitative outcome. The motivation, appreciation, and suggestions to the faculty in response to this review help in-improvement in duties, focused teaching, and research.

1. Improvement in the working of the college.
2. Better motivation.
3. More focus on teaching learning process and research.
4. The talent and shortcoming of staff are identified through appraisal reports.

Major Decisions taken

1. Submission of proposal for Minor/ Major research projects is encouraged for permanent faculty.
2. Felicitation of teachers with outstanding performance.
3. Suggestions are communicated to the concerned faculty for improvement orally, in written form and by the Head of the Department.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly**Response:****Accounts are audited regularly with three tier audit system as mentioned below:**

- Internal Audit by the audit department of parent institution is done after every six months.
- The second phase audit is done by the external and competent chartered accountants firm namely M/S. Kirtane & Pandit Association, Pune.
- Annual salary and non-salary audit is conducted by Joint Director verified and approved by Senior Auditor of Higher Education, Kolhapur and finally by Accountant General (A.G.), Mumbai.
- Last Audit was conducted for the financial year ended on 31 March 2017.
- Annual salary and non-salary audit done by senior auditor completed audit up to 2006-2007.
- Annual salary and non-salary audit done by Joint Director verified and approved by Senior Auditor of Higher Education, Kolhapur is completed audit up to 2007-2008 but till date they have not given date for audit.
- Accountant General (A.G.), Mumbai audit completed up to March 2011.

Mechanism for settling audit objection:

After the completion of the college audit by the internal and external competent chartered accountants firm namely M/S. Kirtane & Pandit Association, Pune. They submit their audit report to the Audit Department of Parent Institute. The Parent Institute submit this report to the college for compliances. The audit report is discussed in the Local Management Committee (LMC) of the college. After the discussion with LMC, Principal completed the compliance report and submit to Parent Institute.

Annual salary and non-salary audit done by Joint Director verified and approved by Senior Auditor of Higher Education, Kolhapur. Their compliance report is also completed by the college.

Annual salary and non-salary audit is done by Accountant General (A.G.), Mumbai. Accountant General (A.G.) submit their audit report to the college and their compliance report is also completed by the college. However no major audit objections are noted by Auditing Agencies. The compliance of minor queries is fulfilled.

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)**Response:** 35.99

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00.82206	01.07521	01.27676	30.86120	01.95736

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The budgetary resources are mobilized through various resources such as grant-in-aid, tuition fees, and other fee, donation collected through well-wisher. The resource mobilisation policy and procedures of the Institution are as follow:

- Preparation of the budget by Account section under the guidance of Principal for academic and administrative activities.
- Head of department prepares departmental budget and presents it to the Principal. Steering committee sanctions the budget by considering financial resources and needs of the departments.
- Sanction of budget by LMC and Higher education committee of Parent Institution.
- The utilization of sanctioned budget is monitored by LMC.
- Internal audit by the audit department of Parent Institution.
- College has a purchase committee which looks after quotations and sanction of the quotations by procedure.
- College seeks permission from the Parent Institution for high budget purchase.
- Audit department of Parent Institution monitors entire business of financial permissions and its appropriate utilizations.
- UGC grants were utilized as per UGC guidelines.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

Strategies and processes

Yes, the IQAC has been actively functioning to contribute in the quality assurance strategies and process. The college has entrusted the responsibility of planning, monitoring and executing different activities to the IQAC for quality assurance.

At the beginning of the academic year the IQAC plans the programs, out of that the best examples are research and short term courses.

1. Research:

The IQAC every year in AQAR has been given the preference to research. The IQAC decided to

promote the research culture in the institute. The IQAC with the Principals meeting has been taken the decision to encourage the Head of department and faculty to organise the seminars and workshops, as a result the two department of the college organised the seminars. The IQAC encourages the faculty to publish the research papers in international and national peer viewed magazines. As the outcome of the policy the faculty published 11 international research papers, 30 national research papers and edited chapters. The faculty also published their research papers in state level, regional magazine and proceedings of seminars and workshops. To participate in the seminars and workshops the college provides Duty leave to the faculty. The T.A. is also given to the faculty to participate in the seminars and workshops. The IQAC encourages the faculty to write and publish research paper. Some of the faculty members published their own books. Four faculty members published the books on various issues related to their subject and language. 16 books are published. The IQAC and the Principal of the college also encourage the faculty to undertake Minor and Major Research Projects. As a result some of the faculty members undertaken the Minor Projects on the assistance of UGC; to complete Minor Projects. The college provides essential Duty Leaves to the faculty members. The institute gives free access to the faculty to complete their Minor Research in college library. Proper atmosphere has been created to foster research climate in the college. Beside this the college sends the faculty on deputation to complete their research work in M.Phil. And Ph.D. Some of the faculty members have taken the advantage of this facility. To create the research climate among the students as per the norms of university project works of students has been taken in the college. The IQAC insist on the research angle. To the projects works guidelines are given orally to the faculty members. The faculty members implement these guidelines to complete the project work of students.

2. Short -Term Courses:

Short term courses are the second excellent practice implemented by IQAC. The today's fast world the single certificate is not sufficient and also the plain degree needs value added, skill based course. Taking into consideration the need of time the IQAC of the college decided to run the short term courses. From the academic year 2011-12 the short term courses are conducted in the college. There is the separate committee to look into the short term courses wherever necessary the MOU's are undersigned. The short term courses are optional to the students, according to their interest they choose the short term course. The total enrolled students in the college are enrolled to the short term courses. The output of short term courses is job orientated. Some of our students got the job, some have their own business.

Sr. No.	Name of the short term course	MOU / Affiliation	Year of
1	Certificate course in Balwadi (BTTC)-	Shivaji University Kolhapur	2012-1
2	Certificate course in Beautician-	Dnyandeep Foundation & Godrej Institute, Pune	2013-1
3	Certificate course in Cookery –	Karmveer Vidyaprabhodini (2017-18)	2012-1
4	Certificate course in Karate –	Karmveer Vidyaprabhodini (2017-18)	2012-1
5	Certificate course in Spoken English	Karmveer Vidyaprabhodini (2017-18)	2012-1
6	Certificate course in Office Automation	Karmveer Vidyaprabhodini (2017-18)	2012-1
7	Foundation Course in Human Rights - UGC	--	2014-1
8	Certificate course in fashion Designing-UGC (COC)	Shivaji University Kolhapur	2015-1

9	Certificate course in Basic Yoga	Shivaji University Kolhapur	2017-1
10	Diploma Course in Housekeeping-	BVG & YCMOU	2017-1

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The institution reviews its teaching, learning, process, structures and methodology through periodical intervals. The Principal is at the apex of the institutional mechanism to continuously review the teaching learning process followed by IQAC. The HOD's and the coordinators of various committees support this mechanism.

The mechanism works under the guidance and instructions of IQAC. The mechanism begins with analysis of university results and followed by inspection of the academic diary of the faculty by the Principal every month, observing whether the activities are conducted as per the academic calendar, submission of syllabus completion report at the end of every semester. Meeting with the principal, HoD's and time-table committee in-charge, regarding the regular conducting the class is conducted. The faculty maintains academic dairy conducting the lecture notes of every lecture and it is signed by HoD of the department. The lecture notes of HoD's are signed by the Principal of the college. The faculty conducts tests in the classroom. It is checked and return to the students with some suggestions. There is free access to the students to use question bank which is kept in the library. As per the suggestions by NAAC peer team-use of ICT in teaching learning process is done by faculty members. The faculty uses ICT in teaching process. The institute has made available 8 LCD in the classroom. The faculty prepares PPT on each and every unit of curriculum and teaches with help of PPT's.

The college evaluates the teaching learning process by conducting preliminary examination at the end of semester for that examination committee is formed which works under IQAC. The faculty sets the question papers on the structure of university question paper. The examination committee informs the students regarding to the preliminary examination in advance. The examination is conducted as per the rules and the regulations of university exams. The faculty evaluates the answer books and the result sheet is prepared and the result is communicated to the student. The answer books are shown to the students in

classroom personally to the each and every student by persuading their mistakes. It helps to perform better in the final examination. The IQAC in its meeting with examination committee insist to conduct text and home assignments of students. The examination committee conveys this information to the HOD's and as per unit compilation the faculty conducts the test on the unit. The test answer books are examined by the faculty, the answer books of test are returned to students. It also helps to perform in the final examination. Besides this the institute conducts seminar and projects work. The examination committee conveys the dates of seminar and project to the HoD in advance. The faculty conduct the seminar and projects work at every semester. The marks are given to the students. The given marks are conveyed to examination committee and the examination committee fills these marks on the website of Examination department of University. Like in this way the short-term courses are also conducted the examination at the end of course and the grades are the given to the students. In this way the IQAC chalks out the programs and the institute implement it.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 2.8

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	2	3	2

File Description

Document

Number of quality initiatives by IQAC per year for promoting quality culture

[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above**Response:** B. Any 3 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document
e-copies of the accreditations and certifications	View Document

6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**Response:**

The institute has taken the initiatives in the post accreditation years. The institute has taken into consideration the recommendation for qualitative enhancement by the NAAC peer team. The institution fulfilled most of the recommendations given by the NAAC peer team. The NAAC has suggested short term courses keeping at centre women. In the post accreditation years the institution has started 10 short term courses including yoga, self-defense, cookery, beauty parlor, Balwadi teacher training course, fashion designing, spoken English course, human rights, Office automation and housekeeping. The second suggestion by the NAAC peer team was regarding to the organization of seminar and conferences, guest lectures. The institution has taken the initiatives to organize two seminars in the last five years. The lectures of eminent personalities were arranged for the overall personality development and to the competitive examination and employment skill. The next suggestion by the NAAC was related to the programs and activities like campaign against dowry, save girl child and the participation of women in the governing body. The institution has taken the initiatives to conduct such types of programs. The institution organized "Sadbhavana Rally", "Lek Vachava Abhiyan (Beti Bhachav-Beti Padhav)" rally in the Umbraj town with the cooperation of villagers. The rally had got a good response and the institution was successful in creating awareness among the society regarding to these issue. The NAAC peer team has further suggested the faculty should publish more books and articles in standard peer revired journals. The institution encouraged the faculty to publish books and journals. In the last five years the faculty has published 41 national and international papers in magazines and 16 books besides this, the edited chapters are also published. The next suggestion by peer team was sufficient space for library and computerization. With the assistance of UGC the institution has renewed library. The transaction of library is with the help of technology. Partial computerization of library has done by the institution in the post accreditation period. The institution has been taken initiatives in promoting the research climate in the institution. The faculty members use ICT in teaching learning process.

Sr.No.	Recommendation	Compliance	Value
1.	More Job Oriented Innovative course	Short term, COC and	
2.	PG Course	At the radius of 20 km. PG courses	
3.	Short term course	1. Self Defence 2. Yoga 3. Fashion Designing	

		4. Diploma in House keeping	
4.	Academic Audit in a formal form	1. IQAC/RQMS	
5.	Seminar and conference Organized	1. National Seminar organized by Hi 2. State Seminar organized by Histor	
6.	Women centred programmes and activities	1. Rally against Dowry 2. Female foeticide rally 3. Gender equality Rally 4. Two female faculty members in C 5. Female faculty member in Govern	
7.	Faculty publication	1. 10 Minor Research Project 2. 83 research paper published 3. Edited chapters are published 4. Books Published	
8.	Attempts to get 2f Recognition	1. College has 2F Recognition in 200	
9.	Region specific and socially relevant research project	--	
10.	Sufficient space for Library	1. The institute has raised the built up the specious library with the help of UGC	

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 13

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	3	1	1	4

File Description

Document

List of gender equity promotion programs organized by the institution

[View Document](#)

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

- 1. Safety and Security**
- 2. Counselling**
- 3. Common Room**

Response:

1. Safety and Security
2. Counselling
3. Common Room

1. Safety and security:

According to university rules college has two mandatory committees for safety and security

1. Sexual Harassment Prohibition Committee
2. Anti-ragging Committee

Sexual Harassment prevention Committee has its Planned Structure:

The composition of sexual Harassment Prevention Committee is as per norms of UGC. Principal is the chairperson of the committee, one lady doctor, one legal advisor, physical director of college, all lady staff members and two gents' staff members are the members of this committee.

The institute has organised different activities through these committees:

- **‘Nirbhaya Pathak’:** It is formed by police department having the respected members of society one of our lady staff is member of Nirbhaya Pathak. Police department has visited our college to have open up free communication with girls. This Pathak has displayed and conveyed their important numbers to college girls which are toll free. They gave some important tips of security to the students.
- Our institute is always getting informed by the Police Department regarding their various awareness programs for safety and security of the students and staff. Our college offers ‘Karate Training’ for first year students, to prepare themselves for their safety.

B. Counselling:

Legal Literacy Campaign, Health Awareness Campaign and Counselling Programmes were organised by the institute through the different committees:

A speech by Adv. Suchitra Katkar was organised under legal literacy campaign by using audio visual aids. A speech on ‘Women and Health’ was delivered by Dr. Prajakta Kodgule. Nutrition awareness program for rural women in Bhosalewadi was organised by NSS.

C. Common room:

A common room facility for girls with latrine and toilet is available in the college. The students use this common room facility. In the common room adequate water, drinking water facility, furniture etc are available.

Latrine and toilet facility is available for ladies & gents staff in the college.

Ours is Mahila College in rural area and we have been doing our best attempts to emerge as the best Mahila College in that area, following gender equity.

7.1.3 Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 50

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 2.5

7.1.3.2 Total annual power requirement (in KWH)

Response: 5

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 12

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 0.6

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 5

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5 Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

- **Solid waste management –**

The Institute has solid waste management. This management works under the guidance of office superintendent. The institute has used the ideology best from waste, so the institute has a system of the production of natural fertilizer. We collect all types' of garbage including dried leaves, waste food, waste papers and drop into the structure made to produce natural fertilizer. This natural fertilizer we use to the college campus plantation and to the plantation in the adopted village Bhosalewadi. Plastic waste is taken away by Gram Panchayat garbage carrying vehicle [Ghantagadi]

- **Liquid waste management-**

The institute has underground drainage pipeline system.

- **E-waste management-**

Our parent institute, Rayat Shikshan Sanstha has a system to collect E-waste from all schools, colleges and to sell it to scrap merchant. We collect E-waste of our college and handover it to our Sanstha.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

The institute has decided to do rain water harvesting and to utilize rain water for plants, trees and for other different purposes like; Construction of new buildings, cleanliness of the campus etc. The college building has natural slopes from all sides. The institute has collected rainwater in a big water tank near by the Ladies hostel. Rain water running through all slopes and terraces is collected into the tank. We use this water for trees and plants.

The institute has maintained greenery near by the college buildings there are Coconuts, Mango, Tamarind, Teak trees and other variety of the trees in the college campus. The institute has utilized harvested rain water for watering trees and to maintained greenery.

7.1.7 Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

Some of the students and staff members in our institute use bicycles and public transport. They come from the outskirts of the college, neighbouring villages.

The institute has maintained internal roads in college campus they are pedestrian friendly roads. The college campus is plastic free; we collect plastic garbage and drop into the garbage vehicles run by Grampanchayat.

The institute has green campus with trees like Coconut, Mangoes, Tamarind, Teak and variety of other trees. The institute has already installed the Solar Energy Unit to get Solar Power. The institute has been utilizing the solar energy.

The institute has a system to produce natural fertilizer through solid waste. Rain water harvesting and utilization system is there in the college campus. Harvested rain water is used to watering trees, plants and to maintain greenery, it is also utilized for buildings and cleanliness purpose.

National Service Scheme (NSS) has adopted Bhoslewadi village for service. NSS volunteers have planted trees in Bhoslewadi and they have maintained. These volunteers create awareness among people to build toilets and to utilize them.

The office is partially paperless and we are doing our attempts to make the whole office paperless and

computerized.

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 5.59

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
00.3821	00.1150	00.1000	00.4200	00.1650

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 10

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	2

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	View Document

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 11

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	2	2	2	3

File Description	Document
Details of initiatives taken to engage with local community during the last five years	View Document

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13 Display of core values in the institution and on its website	
Response: Yes	
File Description	Document
Provide URL of website that displays core values	View Document

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations	
Response: Yes	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document

7.1.15 The institution offers a course on Human Values and professional ethics	
Response: Yes	
File Description	Document
Provide link to Courses on Human Values and professional ethics on Institutional website	View Document

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions	
Response: Yes	
File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal	
--	--

harmony and social cohesion as well as for observance of fundamental duties during the last five years**Response:** 14

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**Response:**

Yes, the institute celebrates National Festivals. The Shivaji University, Kolhapur publishes and circulates the list of national festivals, death and birth anniversaries of the great Indian personalities among the affiliated colleges. The institution follows this list and celebrates these days as a national festivals, birth anniversaries and death memories of Indian personalities. 15th August Independence Day & 26th January Republic day are the national festivals of our country and the institution celebrates it with great enthusiasm which incorporates patriotism among the students and citizens. The list of national festivals, death, birth anniversaries and days.

- Constitution Day
- Wachan Prena Din
- Teacher's Day
- Mahatma Gandhi Jayanti
- Bharatratana Dr Babasaheb Ambedkar Jayanti
- Pt. Jahawarlal Nehru Jayanti
- Mahatma Jyotiba Phule Jayanti
- Chhatrapati Shivaji Maharaj Jayanti
- Padambhushan Dr Karmveer Bhaurao Patil Jayanti
- Lokamanya Tilak jayanti
- Swami Vivekanand Jayanti
- Annabhau Sathe Jayanti
- Sadguru Gadage Maharaj Jayanti

These and other birth, death anniversaries, national festivals and days are celebrated in the institution.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**Response:**

Yes, the institute goes through the audits to maintain financial transparency; they are Government Audit

and Sanstha Audit. We have Local Managing Committee renamed CDC, which supervise in financial and academic transparency. The institute has committees like Anti-ragging, Sexual Harassment Prohibition, B.C. Cell, and Grievance Redressal Committee to solve problems and difficulties of the students and staff members to maintain administrative transparency.

Foundation Course in Human Rights Education course helps students and faculties to get aware of Human Rights and Human Values. Human rights awareness campaign was organised under the guidance of the social activists Dr. Bharat Patankar and Gail Omvet on Feb 4th, 2015. The Vice-Chancellor, Shivaji University, Kolhapur Dr. N. J. Pawar has visited and guided the students regarding human values and ethics in the year 2016.

The institute has organised Rallies, Street Plays, Speeches, Campaigns and Counselling Programs to inculcate human values, social responsibilities and gender sensitization in students, faculty and society. "Electoral Literacy, Campaign against Dowary and "Save Girl Child Rally" is remarkable activities organised by the institution.

Preamble, Rules and regulation for students are displayed on the board in the campus, these are also printed in prospectus. Students and teachers pay tribute to the great personalities on their birth anniversaries and death memories.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practices:

1. Title of The Practice: Internal Audit System

- Internal audit inspection is one of the best practices of the institute. It is a regular yearly practice done by Audit Department, Rayat Shikshan Sanstha, Satara.

1. Objectives of the Practice:

- To maintain transparency in financial transaction.
- To maintain regularities in day-to-day regular financial transaction.
- To provide up-to-date financial record as per Sanstha and Government demand.

To follow transparent and open practices in the matters like finance. The institute follows the practices of Internal Audit done by Audit Department, Rayat Shikshan Sanstha, Satara. Government Audit is the regular practice of auditing and supervision followed by the State Government Audit Department, but through the Internal Audit practice, the institute has to achieve the above objectives and principles. 'Transparent Financial Transaction' is the ultimate outcome of this best practice i.e. Internal Audit System.

3. The Context -

Actually, it is challenging to face two audits: Rayat Shikshan Sanstha's Internal Audit twice in a year and Government Annual Audit. It is very difficult to balance audit statement of both audits and to overcome lacunas.

It is also challenging task to present annual budget of the institution including salary, non-salary and fees grants collected and expected expenditure of the institution. The institution needs human resources with proper training in financial transaction and office administration.

4. The Practice:-

Sou Mangaltai Ramachandra Jagtap Mahila Mahavidyalaya, Umbraj, Taluka Karad, District Satara is a grantable, Senior college of Arts Faculty. This college belongs to Rayat Shikshan Sanstha, so it follows all the guidelines of Rayat Shikshan Sanstha regarding Administrations and Finance.

The institution is careful about transparency in financial matters, and Institute is committed to maintain hundred percent transparency in financial transaction.

So, the institution is always ready to go through two types of audit, Rayat Shikshan Sanstha manages audit of the institution twice in the year [Half- yearly audit]. It is an internal or local audit done by Audit Department of Rayat Shikshan Sanstha, Satara. This department demands the figure of total collection of grants under different heads like: salary grants, non-salary grants, other grants, fees, collected fees and expected expenditure and budget of the college.

After inspection of the Sanstha audit, the institute has to do necessary changes and improvements according to the remark given by Audit Department Rayat Shikshan Sanstha Satara. in the month of March or April, government's audit takes place by Hon. Kirtane and Pandit, Chartered Accountant [C.A.], Pune. It is annual and compulsory audit because it is obligatory to send annual audit statement to the D.E. office [Higher Education] till July ending.

The institute may purchase academic equipment, objects and building material only when the list of equipment is getting sanctioned by Local Managing Committee and Rayat Shikshan Sanstha.

The institute has to do annual financial transaction and budget according to the guidelines by the audit department of Rayat Shikshan Sanstha.

5. Evidence of Success:-

Local or Internal Audit is one of the best practices of Rayat Shikshan Sanstha. This audit practice helps college to maintain up-to-date financial record and to present the annual audit Statement to the Director of Education office so, there are less queries by the government. It is an evidence of success of this practice.

Clarity and transparency in the financial transactions increases reliability of the institute in society. Minimisation of audit remarks and improvement done according to the remarks creates atmosphere of financial security.

The institute has maintained financial record of last 5 years. e- Record and hard copies are also available in the office. Local Managing Committee [L.M.C.] and Rayat Shikshan Sanstha's Audit Department are two vigilant bodies to keep check on financial transactions of the institute. So, the institute is quite satisfied with the practice of Internal Audit Practice.

6. Problems Encountered and Resources Required-

Problems-

Need to update reports and financial records.

Office should be totally paperless. A separate window for financial transaction is required.

Orderly placement of e-record, hard copies of essential statement of financial matters may be possible after renovation of the office.

The institute faces the problem of human resources. Non-teaching Staff is inadequate in number.

The head-clerk has to bear an administrative as well as financial responsibilities. Administrative office of the college should be well equipped with E-resources and human resources. Trained non-teaching staff with E-literacy and managerial Skill is today's emergency.

Sanstha and College can organize training workshop for non-teaching staff.

2. Best Practices:

1. Title of the Practice

Effective use of Information and Communication Technology in Teaching-Learning process

2. Objectives of the Practice-

Today's is the age of explosion of knowledge. It became possible only because of worldwide net and spread of Information Technology.

Though the college is situated in rural area but it is nearby Pune-Bangalore Highway. So, the institute has to Juxtapose Global factors in education.

The institute has following objectives to introduce ICT in teaching-learning process:

- To make teaching-learning process more effective and speedy.
- To update knowledge and information.
- To introduce recent trends in study.
- To provoke students to ask questions.
- To save time and energy.
- To make students globally fit to survive and proceed.

3. The Context-

The institute is situated in rural area, surrounded by the slum area. Most of the students come from the economically poor families. Very few among them know the actual use of information technology in the teaching-learning process. The students don't have their own Laptops or Computers. A few of them have completed MS-CIT course.

1. The Practice-

The parent institute, Rayat Shikshan Sanstha has focused the significance of use of ICT in teaching-learning process. So, the colleges belonging to Sanstha are encouraged to use ICT in teaching-learning process.

The institute has two Computer Laboratories with 29 computers.

A short term course, Office Automation (Duration Six Months) is running by the institute. (Strength - 30 students) Most of the students are getting benefit of Computer Laboratories. Free Internet access for students and teachers is there in the library and Computer Laboratories.

The college has CD's, Videos and Documentaries related to different subjects, and issues. All they are collected and stored in the library and distributed according to the demand of the students and teachers. 9 class rooms are equipped with LCD projectors, collection of 32 PPT prepared by the teachers is available in the library and the PPT prepared by Sanstha, e-books and e-Journals are also available to read in the library.

Teachers in the institute teach students with the help of LCD projectors. They have subject PPT with them. All of them are following the above practice in teaching learning process.

5. Evidence of Success-

The institute has adequate ICT facilities for teaching-learning. The separate list is attached.

The institute runs different Short-term Courses including 'Office Automation' (Duration 6 months). This course proved beneficial for college girls. Some of them got part time job due to their training in Office Automation and their cyber literacy. Free Internet access is available for students and teachers to get information related to their subjects and project works. The students of language and literature enjoy Movies, Dramas, Short Films and Documentaries.

Some of the teachers have PPT of Subject with them. PPT helps students to get systematic knowledge of the topic. The list attached indicates the ICT facilities for the teaching-learning in the institution.

6. Problems Encountered and Resources Required

To be equipped with ICT facility is one of the strengths of the institute. Though the institute has adequate ICT facilities, yet, it faces some problems.

Medium of ICT training is English and most of the students are from Marathi medium so, they found it difficult to acquire ICT training in English. The institute has two Computer Laboratories with software. Original software is required to achieve speed and efficiency in ICT. Financially it is not possible for the institute to draw independent license for ICT.

Resources Required

- Training staff
- Bilingual training and study material
- Original software
- License

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

The College has been progressing towards overall development of girl's students which coming from the socially and economically weaker section of rural and hilly area. It may be the first generation who is crossing the threshold. This is the distinctive feature of our college. In this feature of the college the vision, mission and trust of our college reflects, so our college is unique in the vicinity of Umbraj.

Women have an important and unparalleled role to play in the nation's development. The college makes the path to the women to participate in the main flow of education and to prepare themselves self-reliant. In this context, educational Institute fully devoted for the enrichment of women.

Vision of college is to provide the educational facilities to the women of economically and socially backward in the hilly and rural area for the development and social changes. To the economically backward and needy students, college has a "Earn and Learn Scheme" the motto of our Sanstha is "Education Through Self Help". The needy students complete their education through this scheme.

Students are always at the centre of all the college activities. College has distinctive characteristics as defined one of the short term Course. With the regular degree the college furnish arrangement of short term courses which brings the skills, professional skills, professional ethics, job opportunities and self-business. All students are engaged in various courses which run by college. The college runs 10 short term courses. These programmes strengthen the knowledge, communication skills, creative and productive abilities, job proficiencies for their overall personality development. The sole purpose to initiate short term courses is women improvement. Which gives various techniques to learn and earn money. To develop women capacity by empower them in skill-based education.

21 century is an era of Competition, Computer & Technology, Soft Skills, Fashion and these are most important essential factors for students to stand in their life. These skills can be acquire through this short-term courses. The college conducts 10 short term courses on minimum course fees. Especially the college has started employability oriented courses such as Office Automation, Spoken English, Cookery, Fashion Designing, Balwadi Teacher Training Course, Beautician Training Course, Guidance of Competitive Exam, Foundation Course in Human Rights, Karate. This has created an opportunity for the student from rural background to learn new courses. Every student is provided with skill from one short term course in each year. Thus every student acquires skills in minimum 3 courses before the completion of their graduation.

The college gives the opportunity to the graduate students to take the higher education in master's degree like M.A., M.B.A., M.S.W. and also professional degree like law journalism and so on. After completing graduation in our college the girls placed in various jobs in corporate world, Government departments and private administrative bodies and institutes. We feel proud that we are successful to bring our vision and mission in reality.

5. CONCLUSION

Additional Information :

The parent institute, Rayat Shikshan Sanstha is a largest educational institute not only in India but also in Asia continent, having sixteen thousand employers and five lakhs students serving and enjoying education respectively in six hundred seventy four branches of higher education, secondary education and primary education. The Sanstha is reputed and awarded by various awards including Dr. Babasaheb Ambedkar Memorial Award of Central Government twice in the history of Sanstha along with the state government Awards and regional awards for its achievement in education.

The institution submitted the proposal of the course Bachelor of Commerce to the Shivaji University, Kolhapur and likely it will be initiate to the academic year 2018-19. In the current year the institute has started two short term courses.

Concluding Remarks :

The Institute runs under the supportive guidance of Parent Institute. The Institute has been working in the rural and hilly area since 1989. The functioning of the institute is very smooth. The Parent Institute offers it guidance time to time to smooth functioning of the college. The Institute observes the rule and regulations of UGC, Shivaji University, Government of Maharashtra and Parent Institute. The recruitment of staff is the matter of Sanstha, the Sanstha fulfills the requirement of staff. The Institute actively runs under the leadership of Principal. Principal distributes the responsibilities of work rather than the teaching. The IQAC cell plays vital role in the functioning. The Chairman of the committees completes their responsibilities honestly. The Head of Department keeps coordination with Principal and faculty. The non-teaching faculty works under the norms of Shivaji University and Government of Maharashtra. They offers their co-operation in the smooth functioning of the college.

The examination committee conducts internal examination throughout the year. Syllabus prescribed by the University is completed within the time frame. The various activities are conducted including the celebration of great personalities Birth anniversaries and Death memories.

The meeting of the CDC held twice in the year. The attendance of the students is up to the mark i.e. above the 80%. The college working days are above 180 days in an academic year.