Konkan Education Society's

DR. C. D. DESHMUKH COMMERCE & SAU. K. G. TAMHANE ARTS COLLEGE

Roha, Dist. Raigad, 402 109, Maharashtra

(Affiliated to University of Mumbai & NAAC accredited B Grade with CGPA of 2.62)

Annual Quality Assurance Report
(AQAR) – 2013-14

Of

Internal Quality Assurance Cell
(IQAC)
The Annual Quality Assurance Report (AQAR) of the IQAC
2013-14

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

> Konkan Education Society's
> **Dr. C. D. Deshmukh Commerce &**
> **Sau. K. G. Tamhane Arts College, Roha**

1.2 Address Line 1

> **Opp. Roha Railway Stn.**

Address Line 2

City/Town

> **Roha**

State

> **Maharashtra**

Pin Code

> **402 109**

Institution e-mail address

> **cdcc2007@gmail.com**

Contact Nos.

> **02194-232448**

Name of the Head of the Institution:

> **Prin. Sudhakar E. Chaudhari**

Tel. No. with STD Code:

> **02194-232448**

Mobile:

> **9850676020**

Name of the IQAC Co-ordinator:

> **Prof. Samrat A. Jadhav**

> **9987156996**

Mobile:

IQAC e-mail address: | cdcciqac2014@gmail.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* | **13962**

1.4 **NAAC Executive Committee No. & Date:** | **EC/58/RAR/079**
   (For Example EC/32/A&A/143 dated 3-5-2004.
   This EC no. is available in the right corner- bottom
   of your institution's Accreditation Certificate)

1.5 Website address: | **www.cddcroha.edu.in**

Web-link of the AQAR: | **Technical deffculity. We will send the Web-link very soon.**

For ex. http://www.ladykeanecollege.edu.in/AQAR2012-13.doc

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA/Institutional Score	Year of Accreditation	Validity Period
1	1st Cycle	**C**	**61.30**	**2004**	**5 Years**
2	2nd Cycle	**B**	**2.62**	**2012**	**5 Years**
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY | **01/04/2004**

1.8 AQAR for the year *(for example 2010-11)* | **2013-14**

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

   i. AQAR **2011-12**   submitted to NAAC on   **(27/06/2012)**
   ii. AQAR **2012-13**   submitted to NAAC on   **(10/07/2013).**

1.10 Institutional Status

University   State $\boxed{Ō}$ Central $\square$ Deemed $\square$ Private $\square$

Affiliated College   Yes $\boxed{Ō}$ No $\square$

Constituent College   Yes $\square$ No $\boxed{Ō}$

Autonomous college of UGC   Yes $\square$ No $\boxed{Ō}$

Regulatory Agency approved Institution   Yes $\square$ No $\boxed{Ō}$

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

Type of Institution   Co-education $\boxed{Õ}$ Men $\square$ Women $\square$

                   Urban $\square$ Rural $\boxed{Ō}$ Tribal $\square$

Financial Status   Grant-in-aid $\square$ UGC 2(f) $\square$ UGC 12B $\square$

               Grant-in-aid + Self Financing $\boxed{Ō}$ Totally Self-financing $\square$

1.11 Type of Faculty/Programme

Arts $\boxed{Ō}$ Science $\square$ Commerce $\boxed{Ō}$ Law $\square$ PEI (Phys Edu) $\square$

TEI (Edu) $\square$ Engineering $\square$ Health Science $\square$ Management $\square$

Others   (Specify) $\boxed{.\qquad\qquad\qquad\qquad}$

1.12 Name of the Affiliating University *(for the Colleges)*   **University of Mumbai**

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

Autonomy by State/Central Govt. / University $\boxed{\qquad}$

University with Potential for Excellence		UGC-CPE	
DST Star Scheme		UGC-CE	
UGC-Special Assistance Programme		DST-FIST	
UGC-Innovative PG programmes		Any other (*Specify*)	
UGC-COP Programmes			

2. IQAC Composition and Activities

2.1 No. of Teachers   **06**

2.2 No. of Administrative/Technical staff   **01**

2.3 No. of students   **02**

2.4 No. of Management representatives   **01**

2.5 No. of Alumni   **01**

2. 6 No. of any other stakeholder and   **01**
    community representatives

2.7 No. of Employers/ Industrialists   **01**

2.8 No. of other External Experts   ---

2.9 Total No. of members   **13**

2.10 No. of IQAC meetings held   No.   **05**

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

Non-Teaching Staff Students   **01**   Alumni   **01**   Others   **01**

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

   If yes, mention the amount   **Rs. 3,00,000**

2.13 Seminars and Conferences (only quality related)

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

   Total Nos. **02** International ☐ National ☐ State ☐ Institution Level **02**

   (ii) Themes   **1. Stakeholders' Feedback   and   2. Imp. Alumni's Contribution**

2.14 Significant Activities and contributions made by IQAC

> ✓ **Teachers' participation in Researches.**
>
> ✓ **Analysis of Stakeholders' Feedback.**
>
> ✓ **Renovation of Staff Toilet.**
>
> ✓ **Purchased Quality Reference Books for PG.**
>
> ✓ **Introduction of Certificate course in Computerised Accounting Package and English Communication Skills.**

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. **Ensuring the Teachers' participation in research.**	1. **Five Minor Research Projects have been completed.**
2. **Renovation of staff toilet.**	2. **Renovated staff toilet.**
3. **Organisation of workshops for Alumni & Student Council.**	3. **Organised 2 workshops of Stakeholders.**
4. **Spreading awareness of API among Teachers.**	4. **Conducted Meeting with Teaching Staff for discussion on API.**
5. **Collection of Feedback from Stakeholders & Its Analysis.**	5. **Collected and Analysed stakeholders' feedback.**

* Attach the Academic Calendar of the year as Annexure.

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

Management Õ Syndicate ☐ Any other body ☐

Provide the details of the action taken

Shown in above point. Implemented all the suggestions from Management.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	---	---		
PG	---	**02**	**02**	
UG	**02**	---	---	
PG Diploma	---	---	---	
Advanced Diploma	---	---	---	
Diploma	---	---	---	
Certificate	**01**	**01**	**02**	
Others	---	---	---	
Total	**03**	**03**	**04**	

Interdisciplinary	**02**			
Innovative	---			

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

Pattern	Number of programmes
Semester	**04**
Trimester	---
Annual	---

1.3 Feedback from stakeholders*   Alumni Ō   Parents Ō   Employers Ō   Students Ō
    (On all aspects)

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

*Please provide an analysis of the feedback in the Annexure

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

> **Replacement of few modules and chapters considering changing employable environment.**

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

> **Post Graduate Department – M.A. (History) & M.Com. (Accountancy)**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
09	**07**	**02**	**---**	**---**

2.2 No. of permanent faculty with Ph.D.

01

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01									

2.4 No. of Guest and Visiting faculty and Temporary faculty

---	**02**	---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	**02**	**10**	**01**
Presented papers	**02**	**06**	**---**
Resource Persons	**---**	**01**	**---**

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

- ✓ **ICT based teaching.**
- ✓ **Use of mobile in Revision of Important chapters.**

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

195

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

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

04		

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A.	**86**	**---**	**---**	**38**	**---**	**24**
B. Com.	**147**	**07**	**46**	**29**	**---**	**---**

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

1. Designing Academic Teaching Calendar with the help of Teaching Staff.

2. Advising and checking the methods of teaching by teachers.

3. Making it compulsory to maintain weekly synopsis of teaching activities.

4. Organising the Guest Lecture Series through the Departments.

2.13 Initiatives undertaken towards faculty development   **01**

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

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	**02**	**---**	**01**	**---**
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

> ✓ **Encouraging and motivating Teachers to undertake Major and Minor Research Projects.**
> ✓ **Proposed the Establishment of Research Cell.**

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**05**			
Outlay in Rs. Lakhs	**1.40**			

3.4   Details on research publications

	International	National	Others
Peer Review Journals	**03**	**---**	**---**
Non-Peer Review Journals	**01**	**03**	**---**
e-Journals	**---**	**01**	**---**
Conference proceedings	**---**	**02**	**---**

3.5 Details on Impact factor of publications:

Range ☐   Average ☐   h-index ☐   Nos. in SCOPUS ☐

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	**05**	**University of Mumbai**	**1,40,000**	**1,40,000**
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total	**05**		**1,40,000**	**1,40,000**

3.7 No. of books published   i) With ISBN No. | 01 | Chapters in Edited Books | 15 |

ii) Without ISBN No. | 03 |

3.8 No. of University Departments receiving funds from

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

DPE [ ]   DBT Scheme/funds [ ]

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

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

3.10 Revenue generated through consultancy   [ ]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies					

3.12 No. of faculty served as experts, chairpersons or resource persons | 01 |

3.13 No. of collaborations   International [ ]   National [ ]   Any other | 01 |

3.14 No. of linkages created during this year   [ ]

3.15 Total budget for research for current year in lakhs :

From Funding agency [ ]   From Management of University/College [ ]

Total [ ]

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College

3.18 No. of faculty from the Institution
     who are Ph. D. Guides   **01**
     and students registered under them

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

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

JRF   SRF   Project Fellows   Any other

3.21 No. of students Participated in NSS events:

University level   **10**   State level   **01**

National level   International level

3.22 No. of students participated in NCC events:

University level   State level

National level   International level

3.23 No. of Awards won in NSS:

University level   State level

National level   International level

3.24 No. of Awards won in NCC:

University level   State level

National level   International level

3.25 No. of Extension activities organized

| University forum | | College forum | 02 | | |
| NCC | | NSS | 10 | Any other | |

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

- ✓ **Rally for social awareness on the theme of "Vasundhara Bachav"**

- ✓ **Conducted "Dr. C. D. Deshmukh Ellocution Competition" on Recent Social Issues.**

- ✓ **Celebrated Shtri Mukti Day.**

- ✓ **Street Plays by NSS and DLLE on the "Kanya Bachav" and on awareness on "Corruption".**

- ✓ **Career Guidance to all.**

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	**3.2 Acres**	**---**	**---**	**3.2 Acres**
Class rooms	**08**	**---**	**---**	**08**
Laboratories (Geography)	**01**	**---**	**---**	**01**
Seminar Halls	**01**	**---**	**---**	**01**
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	**04**	**01**	**Grant**	**04**
Value of the equipment purchased during the year (Rs. in Lakhs)	**2.7**	**0.65**		**3.35**
Others				

4.2 Computerization of administration and library

> ✓ **Used Computers during Admission Process and all other essential activities.**
>
> ✓ **Issue of books through computerised library package**

4.3 Library services:

	Existing (2012-13)		Newly added (2013-14)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	**9,816**	**13,68,690**	**726**	**1,01,230**	**10,542**	**14,69,920**
Reference Books	**4,706**	**6,56,180**	**530**	**73,900**	**5,236**	**7,30,080**
e-Books	**---**		**---**		**---**	**---**
Journals	**08**	**16,000**	**01**	**2,000**	**09**	**18,000**
e-Journals	**---**		**---**		**---**	
Digital Database	**---**		**---**		**---**	
CD & Video	**20**	**10,000**	**10**	**5,000**	**30**	**15,000**
Others:- C.E. Books	**2,074**	**6,63,680**	**---**	**---**	**2,074**	**6,63,680**
Periodicals	**26**	**2,800**	**---**	**---**	**26**	**2,800**
News Papers	**08**	**7,920**	**02**	**1,980**	**10**	**9,900**

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	**21**	**---**	**05**	**---**	**01**	**01**	**04**	**---**
Added	**08**	**---**	**---**	**---**	**---**	**---**	**01**	**---**
Total	**29**	**---**	**05**	**---**	**01**	**01**	**05**	**---**

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

> ✓ **Updated and Upgraded Computer Lab.**
> ✓ **Free Internet access for Teachers and Students.**
> ✓ **Need based technology upgradation.**

4.6 Amount spent on maintenance in lakhs :

i) ICT   **1.77**

ii) Campus Infrastructure and facilities   **1.51**

iii) Equipments   ---

iv) Others   ---

Total :   **3.28**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> ✓ **Orientation of FYBA and FYBCom students.**
>
> ✓ **Organising Get Together of Alumini with regular students**

5.2 Efforts made by the institution for tracking the progression

> ✓ **Qualitative Teaching and Organised Guest Lecture Series for maintaining and improving our good track of academic result.**
>
> ✓ **Good number of extension activities during the year.**
>
> ✓ **Satisfactory engagement of faculty in research.**

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
793	**117**	**---**	**---**

(b) No. of students outside the state

(c) No. of international students

Men

No	%
388	**43**

Women

No	%
522	**57**

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
227	**37**	**53**	**458**	**02**	**777**	**347**	**70**	**75**	**415**	**03**	**910**

Demand ratio   **1:1.5**   Dropout % : **1.7**

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

> ✓ **Competitive Examination training through Career Guidance & Counselling Cell.**
>
> ✓ **MPSC & UPSC exams Orientation Programs**

No. of students beneficiaries   **40**

5.5 No. of students qualified in these examinations

NET		SET/SLET		GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	**03**

5.6 Details of student counselling and career guidance

> ✓ **Organised Career Orientation Programme.**
>
> ✓ **Conducted workshop on 'Banking Opportunities'.**
>
> ✓ **Conducted workshop on Career in Accountancy**
>
> ✓ **'Solutions on Personal Difficulties' on 2nd and 4th Saturday of every month**

No. of students benefitted   **400**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	**10**	**05**	**03**

5.8 Details of gender sensitization programmes

> **Gender Sensitization Programs were organised by Women Development Cell (WDC) with the help of NSS. Apart from the college level programs and activities, the college has successfully conducted a program of Government of Maharashtra on the Theme of "Jagar Janivancha".**

5.9 Students Activities

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

University level **30**   National level [ ]   International level [ ]

No. of students participated in cultural events

University level **15**   National level [ ]   International level [ ]

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

Sports : State/ University level [ ]   National level [ ]   International level [ ]

Cultural: State/ University level [ ]   National level [ ]   International level [ ]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	**08**	**4,500**
Financial support from government	**143**	**4,90,475**
Financial support from other sources		
Number of students who received International/ National recognitions	**---**	**---**

5.11   Student organised / initiatives

Fairs : State/ University level [ ]   National level [ ]   International level [ ]

Exhibition: State/ University level [ ]   National level [ ]   International level [ ]

5.12   No. of social initiatives undertaken by the students [ ]

5.13 Major grievances of students (if any) redressed: **NIL**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

<div style="border:1px solid">

Vision

'**Avail the facility of education to the down trodden community for development of society**'.

Mission & Goals

1. **To provide excellent and qualitative service in the field of higher education in rural area to help younger generation for acquiring knowledge & information at the minimum cost.**

2. **To develop overall personality of the student through extra curricular activities to face all the challenges of the fast changing world.**

3. **To generate and promote sense of national integration & social responsibility among student to become most responsible and good citizen.**

4. **To promote acquisition of knowledge among students for developing entrepreneurship and opportunities for getting better jobs.**

5. **To extend the benefits of resources and skills for development of individuals and society by associating college with other**

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6.2 Does the Institution has a management Information System

<div style="border:1px solid">

NO

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

6.3.1 Curriculum Development

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- ✓ **Involvement of faculty in syllabus committee of the University of Mumbai.**

- ✓ **Faculty worked as Course Writer for the University of Mumbai.**

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6.3.2 Teaching and Learning

- ✓ **Used ICT Techniques in the Teaching-Learning Process.**
- ✓ **Industrial Visits, Educational Tours, etc.**

6.3.3 Examination and Evaluation

- ✓ **Computerization of Examination System.**
- ✓ **Conducted exams as per schedule and Timely Declaration of Result.**

6.3.4 Research and Development

- ✓ **Participation of teachers in conferences and research paper presentation.**
- ✓ **Completion of Minor/Major Research Projects.**
- ✓ **Motivated Students to participate in Research work & projects.**

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ✓ **Enriched library with reference books, particularly with international publications.**
- ✓ **Free internet facility for all.**

6.3.6 Human Resource Management

6.3.7 Faculty and Staff recruitment

Recruitment of Faculty, strictly by following qualification and quality parameters given by University of Mumbai, Government of Maharashtra and University Grant Commission.

6.3.8 Industry Interaction / Collaboration

- ✓ **Organised and conducted activities in collaboration and involvement of Industry.**
- ✓ **Invited managerial personnel from industry for sharing employment**

6.3.9 Admission of Students

✓ **Admission on the basis of merits.**

✓ **Facility of free computerised registration.**

6.4 Welfare schemes for

Teaching	
Non teaching	
Students	**Students Group Insurance Scheme**

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done   Yes √   No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic				
Administrative				

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

For UG Programmes   Yes   No

For PG Programmes   Yes   No

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

Digital Online Delivery of Question Papers for conducting University Examinations.

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

6.11 Activities and support from the Alumni Association

- ✓ **Conducted meeting with Alumni on College Developments**
- ✓ **Involvement of Alumni in College Gathering & Annual Sport Meet.**

6.12 Activities and support from the Parent – Teacher Association

- ✓ **Meeting with Parents of Students from FYBA and FYBCom**
- ✓ **Meeting with parents of Students participated in NSS.**
- ✓ **Welcoming Parents for the Annual Gathering.**
- ✓ **Meeting with parents of students from T.Y.B.Com & T.Y.B.A.**

6.13 Development programmes for support staff

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

- ✓ **Students Awareness Programs on Environmental Issues.**
- ✓ **Tree Plantation.**

Criterion – VII

7. Innovations and Best Practices

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

> ✓ **Free Internet Facility for all.**
>
> ✓ **Lower cost and qualitative education service.**

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

> 1. **Five Minor Research Projects have been completed.**
> 2. **Renovated staff toilet.**
> 3. **Organised 2 workshops of Stakeholders.**
> 4. **Conducted Meeting with Teaching Staff for discussion on API.**
> 5. **Collected and Analysed stakeholders' feedback.**

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

> ✓ **ICT based Teaching & Learning.**
>
> ✓ **Cordial relationship with the Stakeholders**

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

7.4 Contribution to environmental awareness / protection

> ✓ **200 Saplings were planted by the students during this academic year.**
>
> ✓ **Celebrated Geography Day by Department of Geography.**

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

SWOT Analysis of Institute

Strengths:

    1. Good Academic Result.

    2. Highly experienced and committed faculty.

    3. Cordial social relations and extension activities.

Weaknesses:

    1. Absence of Horizontal mobility of students.

    2. Inadequate English Communication Skills of Students.

    3. less work on Research engagement of students .

Opportunities:

    1. Initiation of Interfaculty and interdisciplinary Programmes.

    2. Industrial and Institutional collaborations.

Threats:

    1. Introduction of self-finance programme.

    2. Raising funds from Community.

8. **Plans of institution for next year (2014-15)**

- ✓ Ensuring faculty development through participation of faculty in Orientation, Refresher, Research Methodology and Short Term Courses.
- ✓ Organising Industrial Visits, Educational Visits and Trips.
- ✓ Organisation of Seminars, Conferences for providing opportunity of Research.
- ✓ Improving infrastructure facilities.
- ✓ Construction of separate building for Library.
- ✓ Enriching Academic Departments in terms of availability of number of books and other facilities.
- ✓ Exploring students' ability through cultural events and programmes.
- ✓ Conducting Certificate Programmes like 'Basic Accounting' for all as Inter Faculty Programme.
- ✓ Organising Coaching for Competitive Examinations.
- ✓ Conducting Remedial Classes for Academically Weaker and Extra-Ordinary Students.
- ✓ Providing Training to students on Interview Techniques and Communication Skills.
- ✓ Organising Placement for Third Year students.
- ✓ Gender Sensitization through WDC, NSS and DLLE.
- ✓ Awakening & educating students on Environmental Issues.
- ✓ Facilitating Sports Supportive Environment.
- ✓ Ensuring multi-faceted development of students' personality through various programmes and activities by different committees and Cells.
- ✓ Organising training workshops for non-teaching and administrative staffs.
- ✓ Speeding engagements towards digitalization of college.
- ✓ Increasing interactions and collaboration with Industries.
- ✓ Promoting the Institute as Centre of Multi-Skilled and Multi-Dimensional activities for students' development.

Name:-   *Prof. Samrat A. Jadhav*   *Name:-*   *Prof. Sudhakar E. Chaudhari*

Coordinator, IQAC   *Chairperson, IQAC*

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Annexures

i]. Academic Calender (2013-14)

HIGHLIGHTS OF YEARLY PROGRAMMES AT A GLANCE
FOR THE YEAR 2013-14

JUNE	i) Starting of actual Admission process. ii) Welcome to first year students. iii) Filling of all concessions, scholarships forms. iv) Finding out the weaker & meritorious students from each class.
JULY	i) Online submission of enrollment forms of F.Y.B.A./B.Com. ii) Submission of all concessions and scholarship forms. iii) Selection and enrollment of N.S.S. & D.L.L.E. iv) Selection of players for various games. v) First Class Test.
AUG	i) Formation of Student Council. ii) Celebration of Independence day. iii) Guest Lectures on competitive Exams. iv) Second Class Test.
SEPT	i) Collection of Assignments. ii) Organization of Blood Donation Camp. iii) Celebration of N.S.S. Day. iv) Filling of F.Y./S.Y.,B.A./B.Com. exam. forms
OCT	i) A.T.K.T. / Additional Examination / First Semester / University Exam. ii) Assessment and Declaration of Result. iii) Diwali Vacation.
NOV	i) Distribution of Mark Sheets. ii) Organization of Lectures Series. iii) Field Visits / Industrial visits
DEC	i) Celebration of Foundation of Konkan Education Society. ii) College Annual Sports. iii) Annual Cultural Programme. iv) Filling of T.Y.B.A./ B.Com. Exam. forms. v) Christmas Vacation. vi) N.S.S. Camp (Y.S.D.F.)
JAN	i) First Class Test of IInd & IVth Semester and Third Class Test of T.Y.B.Com. ii) Organization of Dr. C. D. Deshmukh Elocution Competition at Konkan Level. iii) Organization of Guest Lectures of various Departments.
FEB	i) Collection and presentation of Projects / Assignments. ii) Conducting Second Class Test of IInd and IVth Semester. iii) Conducting A.T.K.T. & Prelim Examinations.
MARCH	i) Conducting Second and Fourth Semester End Examinations. ii) Assessment of Semester End Examination. iii) T.Y.B.A. / B.Com. University Examination.
APRIL	i) Declaration of results of Second and Fourth Semester Examination. ii) Conducting Additional Examination. iii) Disclosure and Distribution of Mark Sheets.

ii]. Examination Schedule (2013-14)

Proposed Examination Schedule 2013-14

Examination / Result	Possible Period
Class Test- 1st, 3rd & 5th Semester	- From 12th Aug. to 14th Aug., 2013
(F.Y./ S.Y./ T.Y. B.A. B.Com. B.Sc.)	
Filling of ATKT, 1st, 3rd & 5th Sem. Exam Forms	
With regular fee	- From 25th Aug., to 10th Sept., 2013
With late fee	- From 11th Sept., to 18nd Sept., 2013
ATKT Examination (Possible dates)	- from 24th Sept., & onwards
1st, 3rd & 5th Semester Exam. (Tentative Date)	- 1st Oct.,2013 & onwards
Declaration of Result	- Last week of Oct., 2013

Diwali Vacation

Additional Examination (1st & 3rd Semester)	
Filling of Forms	- 1st Nov., 2012 to 10th Nov., 2013
Additional Examination (1st & 3rd Semester)	- 21st Nov., 2013 & onwards

Christmas Vacation   25th Dec., 2013 to 1st Jan 2014

Class Test – 2nd, 4th & 6th Semester	- 27th to 30th January, 2014
Filling of ATKT, 2nd & 4th Sem. Exam Forms	
With regular fee	- 1st Feb.to 15th Feb. 2014
With late fee	- 16th Feb., to 20th Feb., 2014
ATKT Examination (Possible dates)	- 22nd Feb., 2014 & onwards
2nd & 4th Semester Exam. (Tentative Date)	- 1st March, 2014 & onwards
Declaration of Result	- 26th March, 2014
Additional Examination (2nd & 4th Semester)	

Filling Form 27th March- 10th April, 2014

Additional Examination (2nd & 4th Semester)	- 16th April, 2014 & onwards

Summer Vacation 1st May, 2014 up to 1st Week of June, 2014

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