



## Yearly Status Report - 2016-2017

### Part A

#### Data of the Institution

<b>1. Name of the Institution</b>	S.P.M.SCIENCE AND GILANI ARTS COMMERCE COLLEGE, GHATANJI
Name of the head of the Institution	Dr. M. A. Shahezad
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07230277284
Mobile no.	9423131469
Registered Email	gilanicollege@rediffmail.com
Alternate Email	shahezadakil@yahoo.com
Address	Ghatanji
City/Town	Ghatanji
State/UT	Maharashtra
Pincode	445301

<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. A. K. Patki
Phone no/Alternate Phone no.	07232651115
Mobile no.	8888464688
Registered Email	gilanicollege@rediffmail.com
Alternate Email	akpatki@yahoo.com

<b>3. Website Address</b>	
Web-link of the AQAR: (Previous Academic Year)	<a href="http://www.spmgilanicollege.in/aqar/">http://www.spmgilanicollege.in/aqar/</a>
<b>4. Whether Academic Calendar prepared during the year</b>	Yes
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="https://www.spmgilanicollege.in/wp-content/uploads/2019/12/Acdemic_Calendar_2016-17_To_2018-19_.pdf">https://www.spmgilanicollege.in/wp-content/uploads/2019/12/Acdemic_Calendar_2016-17_To_2018-19_.pdf</a>

<b>5. Accrediation Details</b>					
Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.21	2016	19-Jan-2016	18-Jan-2021

<b>6. Date of Establishment of IQAC</b>	09-Jul-2005
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<b>7. Internal Quality Assurance System</b>		
Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meetings are regularly organised.	23-Aug-2016 1	15

Notice agenda and minuts  
are recorded

No Files Uploaded !!!

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
S P M Science and Gilani Arts Commerce College Ghatanji	00	UGC	2017 00	0

No Files Uploaded !!!

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

Yes

Upload latest notification of formation of IQAC

[View File](#)

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

4

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

Yes

Upload the minutes of meeting and action taken report

[View File](#)

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

No

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

Participative Management by forming committees Organized one day workshop on Conservation of Birds through Artificial Nesting on 14.03.2017 in collaboration with Yashodhara Multipurpose Society, Nagpur. Organized Computer Training Programmes for womens during 31.03.2017 to 30.04.2017. Registraion of faculties Students in Green Army an initiative department of Forest.

[View File](#)

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

Plan of Action

Achivements/Outcomes

No Data Entered/Not Applicable!!!

[View File](#)

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body

Meeting Date

CDC

10-Nov-2019

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

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2017

Date of Submission

03-Apr-2017

17. Does the Institution have Management Information System ?

No

## Part B

### CRITERION I – CURRICULAR ASPECTS

#### 1.1 – Curriculum Planning and Implementation

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

• The vision with which the college was established is reflected in its mission statement. The goals and objectives are in line with the higher education policy and are kept in mind while a plan of action is chalked out. • IQAC of the college has evolved an effective mechanism for quality sustenance in academic activities, including well planned curriculum delivery. • As an affiliated college it implements the curriculum designed by Board of Studies of the Parent University. Academic calendar is planned and adhered for classroom teaching, internal evaluation, and semester/year-end examinations. • Annual teaching plan is prepared by faculty and the course content is divided appropriately. The provision of tutorials, practicals are made in time-table for training. • There is semester pattern for BSc and annual pattern for BA, BCom and MA programmes. So the teaching and evaluation is planned accordingly. • Commerce students are provided actual learning experiences during practical sessions in computer laboratory. • IQAC is keen on the use of audio-visual aids, such as OHP, CDs and other ICT infrastructure including interactive board. • Apart from blackboard teaching interactive techniques such as group discussion, presentation seminars are planned and are implemented as a regular practice. • Viva-voce is conducted under supervision of an external examiner appointed by University. Class tests, project assignments are conducted for internal assessment of students. • Principal as HEI and chairperson of IQAC monitors all the academic activities by interacting with head of department. The follow up is taken in regular IQAC meetings. • The proper documentation of

every activity such as curriculum planning, internal assessment scheme, class tests outcomes is properly prepared and maintained. • For tutorials and practicals in certain subjects students are divided into batches for better classroom interaction. This helps to identify slow learners and remedial teaching is undertaken.

#### 1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
NA	NA	31/12/2017	00	NA	NA

### 1.2 – Academic Flexibility

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

Programme/Course	Programme Specialization	Dates of Introduction
BA	00	31/12/2017
BCom	00	31/12/2017
BSc	00	31/12/2017
MA	00	31/12/2017

#### 1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	00	31/12/2017
BCom	00	31/12/2017
BSc	00	31/12/2017
MA	00	31/12/2017

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

	Certificate	Diploma Course
Number of Students	0	0

### 1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
NA	31/12/2017	0

#### 1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	NA	0
BCom	NA	0
BSc	NA	0
MA	NA	0

## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	No
Parents	No

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

### Feedback Obtained

Internal Quality Assurance Cell of the college initiated the practice of obtaining structured feedback from students. In 201617 a questionnaire was prepared to develop a feedback from. The same were distributed to the enrolled students of both U.G. and P.G. courses. The first part of the questionnaire focus on relevance of academic course content. 85 of the student responded in affirmative and agreed that the curriculum content is relevant in student life. 70 of the students were of the view that the curriculum is found helpful for the overall development their personality. 80 students agreed that the internal evaluation process was completed in the stipulated time 74 of the students affirmed the use of audio visual aids. 94 of the student voted that the curriculum is delivered as per the teaching plan, while 80 of them opined that various academic activities are undertaken to justify the objectives of the curriculum. 80 of the students were satisfied about the number of reference books available in the library. The question whether the interest is generated by the teachers the student gave ratings about 90 the teacher's accessibility in the class and out of the class got 80 rating the feedback forms were collected and scrutinized. The second part of the questionnaire focused on evaluation of teacher. The student rating of teacher's knowledge base was 75. The overall rating of commutation skill of teachers was 75 on the aspect of sincerity and commitment of the faculty the student gave rating of about 80. The filled forms of the questionnaire were collected scrutinized and analyzed to arrive at a definite and clear conclusion. The inputs were brought to the notice of the chairman of IQAC and the principal of the institution the principal during his interaction with the faculty discussed matters in detail and gave instructions accordingly.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

### 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MA	NA	160	113	113
BSc	NA	360	387	387
BCom	NA	360	291	291
BA	NA	440	467	467

### 2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2016	1145	113	19	0	2

### 2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
21	3	0	1	0	0

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

NA
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Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
0	0	00

### 2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
25	21	3	1	0

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2017	NA	Principal	NA

### 2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
MA	00	Final	24/05/2017	30/06/2017
BSc	00	Sem.VI	24/05/2017	30/06/2017
BCom	00	Final	06/04/2017	05/06/2017

BA	00	Final	01/04/2017	09/06/2017
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• IQAC is keen on assessment of performance of the learners. The programme outcomes are attained by effective teaching-learning process. Accordingly Assessment of performance becomes an inseparable part of academic activity. • The continuous internal evaluation (CIE) is a periodical process of monitoring students performance throughout the academic year. • As an affiliated college it follows curriculum and examination pattern prescribed by university. • During 2016-17 there is annual pattern for BA, BCom and MA programmes and semester pattern for BSc programme. • Internal assessment scheme is incorporated in BSc programme and also for certain subjects in BA, BCom programmes. Accordingly viva-voce for compulsory English and internal examination for Marathi are conducted. • For BSc projects, assignments, excursions, practicals, seminars and class tests are integral parts of evaluation scheme. • The academic calendar and prospectus of the college provides the information about scheme of internal assessment. • The principal's address in the beginning of session throws light on the structure of continuous evaluation, the redressal mechanism for revaluation of answer books scheme of incentive marks etc. • The schedule of class tests, submission of assignments is displayed on the notice board of the concerned department. • Tutorials, practical sessions are used to interact with students it helps to identify slow learners and remedial measures could be taken. • The answer books of periodical unit tests are assessed and the results are brought to the notice of the students. • External examiners are appointed by University to conduct. Viva-voce of English, computer practicals and other practical examinations of BSc programme. • Semester end of BSc and year end examinations of BA BCom and MA conducted by Parent University. • The student can apply online for redressal of his grievance by revaluation of answer books .The results are declared after assessment of answer books at central valuation centre of University. The result are analysed in IQAC meetings. • The language skills are analysed by arranging group discussions, personal interviews and presentation of seminars.

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

Academic Calendar is Prepared in the beginning of academic session and the schedule of academic activity and examination is followed accordingly.

**2.6 – Student Performance and Learning Outcomes**

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

<http://www.spmgilanicollege.in>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
00	MA	NA	31	20	64.52
00	BSc	NA	111	56	50.45
00	BCom	NA	63	44	69.68
00	BA	NA	74	19	25.68



## 2.7 – Student Satisfaction Survey

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

<http://www.spmgilanicollege.in>

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	0	0	0	0

### 3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
NA	NA	31/12/2017

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NA	NA	NA	31/12/2017	NA

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NA	NA	NA	NA	NA	31/12/2017

### 3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
History	1

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

Type	Department	Number of Publication	Average Impact Factor (if any)
National	NA	0	00
International	Commerce	1	3.10

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

Department	Number of Publication
Commerce	2
History	1
Home Economics	1
Botany	1

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2017	0	NA	0

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2017	0	0	00

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	1	5	3	9
Presented papers	0	3	1	0
Resource persons	0	1	0	0

**3.4 – Extension Activities**

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Anti Addiction Campaign	Swamini NGO and NSS	2	200
Voter Awareness Campaign	Nagar Parishad, Tahasil Office and NSS	2	200
Village Adaption	NSS	2	200

Computer Training to Women	Dept. Commerce	1	6
Redribbon Club	NSS and Rural Hospital Ghatanji	2	15
Blood Donation Camp	NSS	2	40

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
NA	NA	NA	0

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Aids Awareness and Red Ribbon Club	NSS and Rural Hospital	Aids Awareness campaign	2	15
Swaccha Bharat	NSS	Cleanliness Drive	2	200
Gender Equality	NSS	Save Girl Child and Beti bachav Beti Padhao	2	200

### 3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
NA	NA	NA	00

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
NA	Collaboration	Shivramji Moghe Mahavidyalaya Kelapur Dist. Yavatmal Ph. 07235227200	30/10/2016	29/10/2017	00

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
NA	31/12/2017	NA	0

## CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

### 4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
0	0

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Others	Newly Added

### 4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
NA	Fully	00	2017
NA	Partially	00	2017

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	16347	1435792	2538	92455	18885	1528247
Reference Books	8012	721351	121	153904	8133	875255
e-Books	125	0	125	0	250	0

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
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NA	NA	NA	31/12/2017
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#### 4.3 – IT Infrastructure

##### 4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	25	11	2	0	0	11	0	0	1
Added	10	0	0	0	0	0	0	0	10
Total	35	11	2	0	0	11	0	0	11

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

100 MBPS/ GBPS
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##### 4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	<a href="https://www.spmgilanicollege.in">https://www.spmgilanicollege.in</a>

#### 4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
700000	621160	650000	584545

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

The college development committee looks after the optimal utilization of the infrastructural facilities of the institution. The CDC though the head of the institution monitors the working and Maintenance of academic and physical facilities in the college campus. The head of departments regularly monitors the conditions of various physical facilities. The teachers representative and representative of non-teaching staff report the status and need of the Maintenance work. Service of expert technician is hired by the principal for up gradation of modern equipments. Laboratory equipments are cleaned and checked for proper working condition the attendants under the supervision of laboratory assistant the issue if any are reported to the concerned HOD. The classrooms are cleaned every day. Waste baskets are kept at appropriate place. Minor repair masonry work is done by local artisan. Library staffs undertake the process weeding out and take inspection regularly for the actual condition of the books on the self of cupboard. Regular practice session is arranged on every evening and the play fields are properly maintained students volunteers also take their share in keeping the grounds in good shape. The gymnasium of 14 stations is maintained by the department of physical education. The facilities like audio visual aids, reprographic machine, projectors, audio system are properly maintained regular audit is done by external audit firm. Property tax, electricity bill , local taxes are paid regularly. The college web side is

updated time to time by expert agency.

<http://www.spmgilanicollege.in/aqar/>

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

#### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NA	0	0
Financial Support from Other Sources			
a) National	GOI	1206	3775115
b) International	NA	0	0

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
NA	31/12/2017	0	NA

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

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2017	NA	0	0	0	0

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

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

### 5.2 – Student Progression

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

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
NA	0	0	NA	0	0

#### 5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2017	0	00	NA	NA	NA

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

Items	Number of students selected/ qualifying
Any Other	3

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
NA	NA	0

### 5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2017	NA	National	0	0	00	00
2017	NA	Internatio nal	0	0	00	00

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

• Students council of college is formed as per the directions of Parent University. • The nominatious of students from various categories is done as per University directions. • The students council performs a prominent role in organization of various cultural programmes in the college. • The students of the college have representation on various committees of college. • A girl student is nominated on Grievence redressal committee for women.

### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

• The institution has registered Alumni Association. It is registered in the office of charity commissioner with registration number MH/291/2007 (F\_11598). • The composition of Alumni Association is as under- 1. Dr. U. A. Thakare - President 2. Prof. R. G Damhare - Vice-president 3. Mr. M. R. Shukla - Secretary 4. Mr. D. M. Thakare - Treasurer 5. Mr. M. S. Pandhamise - Member 6. Mr. S. B. Dhoke - Member 7. Mr. M. M. Ingole - Member 8. Mr. U. K. Nimkar - Member 9. Mr. S. V. Dahake - Member • The president of Alumni Association is enthusiastic in establishing cordial relations with prominent alumni of the college. • Regular meetings of alumni association are conducted to discuss ways to strengthen the bond of relation. • Prominent alumni are invited on various

occasions such as, social gathering, Independence day so that student can interact with them to share the experiences. • Dr. ShitalWatile, Secretary of Jagdamba educational society and an alumni is nominated on IQAC. • A computer and books were donated by alumni of the college.

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Interaction with regular students of college alumni association meetings are organized on Sunday of first week of January and June every year.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

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

• The Local managing committee has principal as member secretary and three teachers members as representatives of teaching staff. • IQAC is established as a post Accreditation activity. It encourages the principal of participative management and decentralization. • The Head of department monitors academic activities of concerned departments. • Library advisory, committee, Admission committee cultural activity committee, Women’s grievence committee, Redressal committee, Anti ragging committee work in coordination. The principal monitors the activities of all the committees. • Regular meetings of committee organisedan follow up is taken by the principal.

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

No

### 6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Curriculum Development	<ul style="list-style-type: none"> <li>• As an affiliated college it has a very limited scope for designing and developing the curriculum.</li> <li>• For effective curriculum delivery tutorials are used in an innovative way more emphasis is given to interaction, and participative learning including mock interview and Group discussion.</li> <li>• Seminar presentation, guest lecture, onsite visit, excursions and use of audio-visual aids are used to make effective learning experience.</li> <li>• Annual calendar of teaching is prepared and the syllabus is divided into units. The study materials are provided to students.</li> <li>• The faculty share their views and opinions about the curriculum during interactions with members of Board of Studies, the authority who</li> </ul>



design curriculum at University level.  
• A question bank for institution level internal assessment scheme is prepared.

Teaching and Learning

• IQAC encouraged faculties of all department adhere to academic calendar and prepare annual teaching plan accordingly. • The syllabus is divided in units and the time table is prepared for distribution of workload into theory, tutorials and practicals. • The science subject teaching-learning process is made effective by using OHP, CDs of educational content. Depending on the course content while interactive board is also used. • Tutorials and practicals are conducted in batches which help to identify slow learner and remedial measures are taken. • Subject associations are formed and various activities are conducted Guest lectures are also planned to deal with the intricacies of certain topics. • The academic performance of the learner is monitored for internal assessment scheme.

Examination and Evaluation

• As an affiliated college it has a very limited scope for designing and developing the curriculum. • As an affiliated college it has to implement the curriculum and examination and evaluation system prescribed by the Parent University. • There is annual pattern for BA, BCom and MA while semester pattern is implemented for BSc programme. • The year-end and semester end examination is conducted by University and the evaluation of answer books is done at central valuation centre of the University. • Academic calendar is prepared and tentative schedule for Internal assessment is incorporated which includes class tests, viva-voce, practicals. • The college implements internal assessment scheme as directed by Parent University. Mr. T. M. Kotak is nominated as coordinator to facilitated work related to submission of Examination form, uploading of internal assessment marks. • Viva-voce of compulsory English, computer practicals and in other subjects is conducted under supervision of External Examiner appointed by University. • The college campus is monitored by CCTV cameras to maintain discipline during examination period. The students can apply online

<p>Research and Development</p>	<p>for the redressal of grievance by revaluation of answer books.</p> <ul style="list-style-type: none"> <li>• The faculties of all departments are encouraged for professional development by participating in orientation. Refreshers and short terms courses.</li> <li>• The IQAC in its meetings underlines the importance of research activities and faculty to publish research papers in e-journal, UGC notified journals and national/ international conference proceedings.</li> <li>• Botany, Zoology and Chemistry laboratories are recognized as research laboratories by the University.</li> <li>• Some of the faculties have written chapters/books on the topics of curriculum.</li> <li>• To impart research aptitude among students Dr. N. S.Dharkar trains students identifying medicinal plants during excursions.</li> <li>Department of Physics has taken efforts to take research from lab to land by providing faculties of soil testing.</li> </ul>
<p>Library, ICT and Physical Infrastructure / Instrumentation</p>	<ul style="list-style-type: none"> <li>• Library is the major support system in any academic institution.</li> <li>• IQAC recommends purchase of relevant textbooks and reference books. Jen computer monitors are provided to library so that students can browse internet for visiting educational sites.</li> <li>• IQAC suggested to adopt barcoding system in Library for effective transaction of book issue system.</li> <li>• A separate reading space is created for students to refer books on competitive examinations.</li> <li>• Recently ICT and other audio-visual aids have become inseparable part of teaching-learning process. A seminar hall has all the facility of projector, public address system.</li> <li>• College has ICT enabled class room Depending on the course content interactive board is used for effective curriculum teaching.</li> <li>• Laboratories are well equipped. The equipments mentioned in the syllabus are purchased including consumable items. The laboratories are well-equipped with safety measures such as fire-extinguishers and first aids facilities.</li> <li>• The playfield, Gymnasium, and athletic track are well-maintained.</li> <li>• The 15 classrooms, office, and college campus is monitored by 32 CCTV cameras.</li> <li>• The garden is well-maintained cleanliness of college campus is taken care of.</li> <li>• College</li> </ul>

campus has a facility of campus the cleanliness, cleare drinking water and hygiene is closely monitored. • The office has installed computer to generate and preserve record of students enrolled, University communication and statistical data. There is separate facility of common room for girls students with sanitary napkin vending machine.

**Admission of Students**

• A transparent and effective mechanism is adopted for admissions of students. The rules and regulations of University of Government of Maharashtra are strictly followed. • Prospectus is prepared and published well in advance. It contains the information of various programmes available, fee structure, pattern of examination, and code of conduct. • Applications are invited after declaration of results of qualifying examination. They are verified by the admission committee and students are enrolled after fulfilling all the conditions. • The members of admission committee help and guide students to fill the applications properly. • After first round, if the seats are not available for entry level programme, a waiting list is prepared. The college applies for special permission for additional quota of seats for particular programme for enrollment of students on waiting list.

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

E-governace area	Details
Planning and Development	NA
Administration	NA
Finance and Accounts	NA
Student Admission and Support	NA
Examination	NA

**6.3 – Faculty Empowerment Strategies**

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2017	NA	NA	NA	0

6.3.2 – Number of professional development / administrative training programmes organized by the College for

teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2017	NA	NA	31/12/2017	31/12/2017	0	0

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	1	09/11/2016	29/11/2016	21

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
1	1	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Provident Fund, DCPS, Group Insurance, Employees Credit Co-Op. Society	Provident Fund, Group Insurance, Employees Credit Co-Op. Society	Insurance, Scholarship

## 6.4 – Financial Management and Resource Mobilization

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

External financial audits is done by Bhutada C.A. Yavatmal. Assessment is done from J.D.H.E., Amravati and Auditor General Office, Nagpur.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
NA	0	NA

6.4.3 – Total corpus fund generated

00

## 6.5 – Internal Quality Assurance System

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

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

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

NA
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6.5.3 – Development programmes for support staff (at least three)

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

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

- The institution had volunteered to get assessed and accredited by NAAC and placed in B and B grade in first cycle and second cycle respectively.
- IQAC had been established as post accreditation initiative on 9 July 2005 and has been revised as per latest guidelines by NAAC composition of IQAC.
- IQAC work wholeheartedly to fulfill the recommendations of peer team and is instrumental in quality enhancement process some of the initiatives taken by IQAC are- Research and Publications:
- IQAC since its establishment is striving continuously to encourage research activities. Botany, Chemistry and Zoology laboratories are recognized by University as research laboratories.
- 6 Faculties have been awarded PhD and 9 faculties are engaged in PhD by research.
- Research papers are published in UGC notified journals, e-journals faculties are encouraged to attend National/International conference and research papers are published in conference proceedings.
- Dr. M. A. Sahezaad is research supervisor and guiding student doing research to PhD.
- Faculty Development:
- IQAC is keen on the professional development of faculty. They are encouraged to participate in orientation programme, refresher course and short term courses.
- IQAC helps faculty to prepare proposals for placements under career Advancement scheme. After verification the proposal is recommended for promotion by duly appointed selection committee of Parent University.
- The college encourages faculties to attend workshop/symposium on relevant topics.
- Alumni Association:
- IQAC took initiative in creation of alumni association. The association is registered in the office of charity commissioner.
- The registration number of Alumni Association is MH/291/2007 (F-11598).
- The meeting of association is held in the first week of January and June every year.
- The president has developed cordial relations with prominent alumni of the college. They are invited during annual social gathering, Independence and Republic day celebrations.
- The regular students of the college get opportunity to interact and share experiences with invited alumni.

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2017	IQAC meetings are regularly organized.	23/08/2016	23/08/2016	20/02/2017	14

Notice agenda and minutes are recorded in proceeding book.

## CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Computer training for Women	30/03/2017	30/04/2017	6	0

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

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

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	No	0
Provision for lift	No	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2017	0	0	31/12/2017	00	NA	NA	0

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
NA	31/12/2017	NA

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
NA	31/12/2017	31/12/2017	0

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

- Botanical Garden with medicinal plants.
- Plantation of trees by the side of main approach road and adjacent to administrative block of the building.
- Well ventilated class room with centrally located controls of fans and lights.
- Recharging of Borewell water level.
- Registration of teachers and students on Green Army of Department of Forest and contribution in plantation campaign.
- Use of LED lights to reduce electricity consumption.
- Eradication of congress Grass from college campus, cleaning of campus and classroom daily.
- Creation of vermicompost pit with earthworms. So that degradable waste can be converted into manure.

**7.2 – Best Practices**

7.2.1 – Describe at least two institutional best practices

NA

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

<http://www.spmgilanicollege.in>

**7.3 – Institutional Distinctiveness**

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

- The vision with which the college was established way back in 1967 is reflected in the mission and goals and objectives adopted by the college.
- “the mission voluntarily opted by the college since 1967 is to take higher education to the very grass-root level of Indian populace living in rural areas, to provide them the opportunities of higher education in order to arm them with the knowledge essential for their individual development .....” Is mentioned in the mission statement and is always kept in mind while undertaking various activities.
- Some of the goals and objectives of the college are to provide higher educational facilities to both boys and girls.
- To create awareness and interest among students of rural area of higher education.
- To motivate girl students to pursue higher education.
- The college, while framing policies of development always focuses on its goals and objectives.
- Accordingly the emphasis is given on the academic and other facilities for the girls students.
- The enrollment of girls students for various academic programme is noteworthy. For 2016-17 the number of girls enrollment was more than enrollment of boys for all UG programme.
- For BA programme the number of girls enrolled is 280 as compared to boys enrollment which is 187 for BCom 178 girls students are enrolled while number of boys student enrollment is 113, for BSc 241 girls students and 146 boys students are enrolled.
- Taking this into consideration the college has introduced Home-Economics as an optional subject specially for girls students.
- Separate common room facility is created.

Girls representation as participants in Youth Festival, sport event is encouraged. • Girlsrepresentationby election and nomination process on college students council is noteworthy. • Girls participation in various cultural and extension activities is very impressive. • The college has established women's grievence redressal committee. • A suggestion box provision is made. • Various exhibitions such as dish decoration, handicraft, rangoli design are arranged for girls students for skill development activity. Cash prize for the girl topper students of BSc programme is awarded by the management of college.

Provide the weblink of the institution

<http://www.spmgilanicollege.in>

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

IQAC plans to strengthen the mechanism to ensure timely, efficient and progressive performance in teaching learning and continuous internal evaluation. To encourage faculty for research publication e-journal and UGC notified journals. To upgrade Library, a major support service which includes bar coding OPAC and n-list. Redesign college website. Organize One Day workshop for Non-Teaching Employees of Affiliated Colleges. To organize various programmes to celebrate Golden Jubilee Year of the College.