

# The Annual Quality Assurance Report (AQAR) of the IQAC

Year 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

Night College of Arts and Commerce

1.2 Address Line 1

649 C Ward

Address Line 2

Azad Chowk

City/Town

Kolhapur

State

Maharashtra

Pin Code

416002

Institution e-mail address

nightcollegekolhapur@gmail.com

Contact Nos.

0231- 2640157

Name of the Head of the Institution:

Principal Dr. Harish M. Bhalerao

Tel. No. with STD Code:

0231-2640157

Mobile:

+91 9822086152

Name of the IQAC Co-ordinator:

Prof. Shrikrishna S. Kulkarni

Mobile:

+91 9422412276

IQAC e-mail address:

casskulkarni@gmail.com

**1.3 NAAC Track ID \_MHCOGN10450**

1.4 Website address:

<http://nightcollegekolhapur.in>

Web-link of the AQAR:

<http://nightcollegekolhapur.in/reports>

For ex. <http://www.ladykeanecollege.edu.in/AQAR201213.doc>

**1.5 Accreditation Details**

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B		2003	2008
2	2 <sup>nd</sup> Cycle				
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

1.6 Date of Establishment of IQAC : DD/MM/YYYY

11.11.2008

**1.7 AQAR for the year (for example 2010-11)**

2013-14

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

- i. AQAR 2012-13 27/05/2014 (DD/MM/YYYY)
- ii. AQAR 2011-02 27/05/2014 (DD/MM/YYYY)
- iii. AQAR 2010-11 27/05/2014 (DD/MM/YYYY)
- iv. AQAR 2009-10 27/05/2014 (DD/MM/YYYY)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

Grant-in-aid + Self Financing  Totally Self-financing

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

Shivaji University, Kolhapur.

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

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

UGC-COP Programmes

## **2. IQAC Composition and Activities**

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and  
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders: No.  Faculty   
 Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

1. Meetings held with faculty with each criterion
2. Inspiring the Students to participate in Extra and Co-curricular activities

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.Organizing workshops on various issues.	Actual Performance show us that many workshops and lectures were conducted on various issues
2. Encouraging faculty to boost research work.	18 Research Papers published and many Paper presentations done, projects undertaken by the faculty members

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

2.15 Whether the AQAR was placed in statutory body      Yes                  No

Management       Syndicate       Any other body

Provide the details of the action taken

## 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
PhD				
PG	1			
UG	2			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
<b>Total</b>	3			
Interdisciplinary				
Innovative				



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

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2.4 No. of Guest and Visiting faculty and Temporary faculty

	17	3
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	07	06
Presented papers	03	06	01
Resource Persons		01	02

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

Some of the faculty members shown CD's to elaborate their respective subjects.

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

242
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

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

2		
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2.10 Average percentage of attendance of students

75-85
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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.	56	03	21	26		02
B. Com	43		8	32		
M.A.(Marathi)						
M.A.(English)						

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

1. Teachers were asked to maintain academic diary published by the university

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	01
HRD programmes	
Orientation programmes	02
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	8	3		
Technical Staff				

## Criterion – III

### 3. Research, Consultancy and Extension

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

1. Organized Lecture on Research Proposal.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number		01		
Outlay in Rs. Lakhs		4.70 lakhs		

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01			
Outlay in Rs. Lakhs	0.11			

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals		1	
Non-Peer Review Journals	5	12	
e-Journals			
Conference proceedings	1	4	

#### 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	02	UGC	4.70 lakhs	3.20 lakhs
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	01	DEC SUK	.11	.11
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				3.41,818



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

Total	International	National	State	University	Dist	College

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

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       State level   
 National level       International level

3.22 No. of students participated in NCC events:

University level       State level   
 National level       International level

3.23 No. of Awards won in NSS:

University level       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   
NCC  NSS  Any other

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

- Visit to Balegram Ashrama School by the Department of Sociology at Panhala, Kolhapur

**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	3515sq			
Class rooms	15			
Laboratories				
Seminar Halls				
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Office is fully computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	5708	81819	500	38585	6208	1,20,404
Reference Books	20378	2,04,731	2	600	20978	2,05,331
e-Books						
Journals	25	9194	-	-	25	9,194
e-Journals						
Digital Database						
CD & Video						
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	8		6			5		
Added								
Total	8		6			5		

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

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4.6 Amount spent on maintenance in lakhs :

i) ICT	0.03.
ii) Campus Infrastructure and facilities	0.07
iii) Equipments	1.07
iv) Others	
<b>Total :</b>	<b>1.17</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Notices are put up regarding support services from time to time

#### 5.2 Efforts made by the institution for tracking the progression

Alumni give feedback on progression of students. B.A.Marathi and English students can get admission for M.A. in this college itself

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
486	154		

(b) No. of students outside the state

(c) No. of international students

No	%
445	69.53

Men

Women

No	%
195	30.46

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
447	86	0	53	0	567	514	89	0	37		640

Demand ratio

Dropout %

B.Com. 48.05 B.A. 50.48

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

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text"/>	SET/SLET	<input type="text"/>	GATE	<input type="text"/>	CAT	<input type="text"/>
IAS/IPS etc	<input type="text"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Visit and Lecture by some Organizations on career guidance.

No. of students benefitted

20

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed

5.8 Details of gender sensitization programmes

Theme :1. Abhiwakti: Awareness workshop

2. Poster Presentation and greeting card competition on gender issues

3. Lecture on Pre-Natal Diagnostic Act and social Psychology

4. Lecture on Declining Sex-ratio and Social responsibility



## 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  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		
Financial support from government	121	2,39,157
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

Vision : Education for the deprived ones  
Mission: Affording an opportunity for pursuit of higher education to the deprived and depressed but determined to find a place in the Sun.

6.2 Does the Institution has a management Information System

Yes

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

6.3.1 Curriculum Development

BOS member staff takes part in syllabus framing.

6.3.2 Teaching and Learning

1. Librarian familiarised the Part I Students with the library.
2. Some of the faculty members have shown how to prepare power point presentations.

6.3.3 Examination and Evaluation

Examinations are conducted per Shivaji University rules and regulations. Internal evaluation is made as per University directives.

6.3.4 Research and Development

Faculty Members shared their knowledge in the area of research in staff academy.

6.3.5 Library, ICT and physical infrastructure / instrumentation

6.3.6 Human Resource Management

The administrative staff is managed through O.S. working under principal. Faculty is managed through HOD's as directed by principal

6.3.7 Faculty and Staff recruitment

The recruitment is made as per government rules and regulations.

6.3.8 Industry Interaction / Collaboration

6.3.9 Admission of Students

As the college is meant for educationally deprived, admission is given on first come first served basis.

6.4 Welfare schemes for

Teaching	Tea Club
Non teaching	Tea Club
Students	Students Aid Fund, Book Bank, Bus passes, Railway concessions

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	No		No	

Administrative	No		No	
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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?

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

Alumni Association supports current students. It has organized two programmes

6.12 Activities and support from the Parent – Teacher Association

6.13 Development programmes for support staff

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

1. No vehicle day is observed.
2. Tree plantation is done through NSS

## 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.

1. Workshop and poster exhibition on Environmental problems and protection.
2. Workshop on Acting Skills
3. Workshop, Lecture and poster on Gender Sensitization issues.

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

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

1. Financial Help to the poor students by the faculty.
2. Good co-ordination between faculty and non teaching staff.

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

7.4 Contribution to environmental awareness / protection

1. Workshop and Poster exhibition organized.
2. Environmental projects at B.A. II and B.Com. II

7.5 Whether environmental audit was conducted? Yes  No

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

S= Good academic performance of students, Many research papers published and presented, research projects are undertaken by the faculty  
W= No computer lab, Sound pollution problem due to central location  
O= Distance mode students to be attracted to college, Attracting students by personal contacting those who have left education in between.  
C= Lack of own premises, Computerization of library.

## 8. Plans of institution for next year

1. Organizing workshops on various issues.
2. Encouraging faculty to boost research work and to undertake PhD work

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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## Annexure I

### **Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme

- SF - Self Financing
- SLET - State Level Eligibility Test
- TEI - Teacher Education Institution
- UPE - University with Potential Excellence
- UPSC - Union Public Service Commission

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Microsoft Office  
Excel Worksheet