

The Annual Quality Assurance Report (AQAR) of the IQAC

Year 2017-18

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:

Dr. S B PATIL

Tel. No. with STD Code:

0231-2640157

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9422422221

Name of the IQAC Co-ordinator:

Prof. Abhijeet A Kamble

Mobile:

+91 9764484447

IQAC e-mail address:

aakabhi@gmail.com

1.3 NAAC Track ID _MHCOGN10450

1.5 Website address:

www.nightcollegekolhapur.in

Web-link of the AQAR:

<http://nightcollegekolhapur.in/reports>

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B		2003	2008
2	2 nd Cycle	B	2.71	2016	2021
3	3 rd Cycle				
4	4 th Cycle				

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

11.11.2008

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)- **NA**

- i. AQAR (DD/MM/YYYY)
- ii. AQAR (DD/MM/YYYY)
- iii. AQAR (DD/MM/YYYY)
- iv. AQAR (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	<input type="text"/>		
University with Potential for Excellence	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text" value="Yes"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other (<i>Specify</i>)	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="FIVE"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="TWO"/>
2.3 No. of students	<input type="text" value="NIL"/>
2.4 No. of Management representatives	<input type="text" value="ONE"/>
2.5 No. of Alumni	<input type="text" value="ONE"/>
2. 6 No. of any other stakeholder and community representatives	<input type="text" value="ONE"/>
2.7 No. of Employers/ Industrialists	<input type="text"/>
2.8 No. of other External Experts	<input type="text"/>
2.9 Total No. of members	<input type="text" value="Ten"/>

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. Inspiring the Students to participate in sports and Co-curricular activities
- 2. Meetings held with teachers to improve teaching skills, ICT etc.

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.To start self finance course 2. organise seminar / conference	1. Two self finance course started 2. Four university level seminars are organised

* 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			02	
Others				
Total	3		02	
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	3
Trimester	
Annual	

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

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

**Please provide an analysis of the feedback in the Annexure*

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

Every three years, University and the Board of Studies revise and modify the syllabus. Syllabi have been kept up to date to meet the challenges of the modern world. The college faculty who are members of BOS contribute significantly in this process.

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

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	07	02		01(Prin.)

2.2 No. of permanent faculty with Ph.D.

06

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
	5		5						5

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	--	10	--
Presented papers	--	14	--
Resource Persons	--	02	--

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

Some of the faculty members Use LCD Projectors for teaching.

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

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

2.10 Average percentage of attendance of students

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.	41	0	04	10	08	53%
B. Com	50	0	0	05	22	54%
M.A.(Marathi)						
M.A.(English)						

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

Teachers were asked to complete the API FORM and also maintain academic diary published by the university. Teachers are encouraged to attend seminars and workshops on their relevant topics as well as teaching-learning methods. Guest lecturers in various fields were invited to deliver speeches regarding their subjects.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	01
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	09	2		
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

1. help teachers to prepare research paper for various national , international seminars
2. It encourages teachers to undertake major or minor research project

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		01		
Outlay in Rs. Lakhs				

3.4 Details on research publications

	International	National	Others
Peer Review Journals			
Non-Peer Review Journals	06	03	
e-Journals			
Conference proceedings	01	04	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Research paper publication ()				
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
 DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme
 INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					04
Sponsoring agencies					

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

3.13 No. of collaborations

International

National

Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : NIL

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 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: N.A.

University level State level

National level International level

3.23 No. of Awards won in NSS: NIL

University level State level

National level International level

3.24 No. of Awards won in NCC: N.A.

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 old age parents hostels, balkalyan sankul , fruit distribution to leprosy patients etc.
- Tree plantation.
- Constructing Water facility for birds in university campus

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	3515sqmt.			
Class rooms	15			
Laboratories				
Seminar Halls				
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		23619	Own fund	
Value of the equipment purchased during the year (Rs.)		10632	Own fund	
Others		8643		

4.2 Computerization of administration and library

Office is fully computerized. Library have ICT Facility.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6813	173484	11	2003	6824	175487
Reference Books	210026	211611	75	16612	210101	228223
e-Books						
Journals	29	13332	29	14079	29	14079
e-Journals						
Digital Database						
CD & Video						
Others (specify)	1	5750	1	5750	1	5750

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	13		6			6		7
Added	05		5			5		
Total	18		11			11		7

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

4.6 Amount spent on maintenance in lakhs :

i) ICT	31800 UG + 42801 PG = 74601
ii) Campus Infrastructure and facilities	520
iii) Equipments	23619
iv) Others	17327
Total :	116067

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. Guidance and counselling for the students. Sexual harassment prevention and anti-ragging committee is formed.

5.2 Efforts made by the institution for tracking the progression

Grievance redress cell (Suggestion / Complaint box) . 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
672	89		

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

	No.	%		No.	%
Men	UG 524	77%	Women	UG 148	23%
	PG 43	48%		PG 46	52%

Last Year						This Year					
General	SC	S T	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
426	185	--	61	---	672	432	77	0	27	0	536

Demand ratio

Dropout %

B.Com. 10.00 B.A. 10.00

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		SET/SLET	0	GATE		CAT	
IAS/IPS etc		State PSC		UPSC		Others	

5.6 Details of student counselling and career guidance

Lectures are arranged on career guidance for the students.

No. of students benefitted

40

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. Lecture on Declining Sex-ratio and Social responsibility

2. Poster Presentation on gender issues

3. NSS worked as a motivational force for girl students

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	19	510 – SA FUND 5000 – PG SA FUND
Financial support from government		
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

Curriculum is given by affiliating university. College teaching staff takes part in syllabus framing as a BOS member.

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.
3. facility of reading room for students

6.3.3 Examination and Evaluation

Examinations are conducted as 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. Research committee promotes the staff members for research activity. research committee in the college which motivates all the teachers to write research papers, to attend international, national and state and university level Conferences, Seminars and Workshops.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is with the good source of the research journals, books etc.
Internet facility is provided for the students as well as teachers.

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. Recruited staff is motivated to acquire and strengthen the skills and capabilities through attending seminars, workshops, conferences, training program etc.

6.3.7 Faculty and Staff recruitment

Recruitment is made as per UGC And Government rules and regulations.

6.3.8 Industry Interaction / Collaboration

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6.3.9 Admission of Students

As the college is meant for educationally deprived students, admission is given on first come first served basis. Admission committee is established during the process.

6.4 Welfare schemes for

Teaching	Tea Club, Employees Salary earner society
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	

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

For UG Programmes Yes No

For PG Programmes Yes No

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

University provides the examination schedule and question papers to the affiliated colleges. The colleges then conduct the respective examinations. The examinations are conducted according to semester pattern for all the UG and PG programmes

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

The college organises get together function of Alumni Association every year. Alumni from different fields are extended guidance to the students.

6.12 Activities and support from the Parent – Teacher Association

Meetings are conducted twice in a year. Association always give suggestions on various issues.

6.13 Development programmes for support staff

The support staff is motivated to update the latest developments in their field and work

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

1. No vehicle day is observed.
2. Tree plantation is done by teachers and students.
3. LCD lamps are implemented wherever necessary.

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, Lecture and poster on Gender Sensitization issues.
3. Students are informed about last date of exam form, last day of exam fees ect. By Group SMS

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

Plan of action	Action taken
1. Planning of conducting seminars	- one national and 3 university level seminar
2. Start of self financing course	- Two self finance courses

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. No vehicle day

****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
3. Tree plantation

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= Sound pollution problem due to central location
O= Distance mode students to be attracted to college, Attracting students by personal contact who have left education in between.
C= Lack of own premises

8. Plans of institution for next year

1. Start self finance courses
2. Organizing seminars on various issues.
3. To strengthen research activity

Name _____

Name _____

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

_____*_*_*_____

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



Microsoft Office
Excel Worksheet