**K.E. SOCIETY'S**

# PRATAP COLLEGE, AMALNER

Estd. 1945     College With Potential for Excellence

**A Grade College with CGPA of 3.30**         **DST-FIST Assisted**



TEJASVINAVDHITAMSTU         **(LET OUR KNOWLEDGE BE MORE BRIGHT)**         **It means "Quest of Excellence"**

# The Annual Quality Assurance Report (AQAR)

# 2016-17

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

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

> Khandesh Education Society's Pratap College,

1.2 Address Line 1

> Near Railway Station

Address Line 2

> Amalner, Dist. Jalgaon

City/Town

> Amalner

State

> Maharashtra

Pin Code

> 425401

Institution e-mail address

> kespca@rediffmail.com

Contact Nos.

> (02587) 223101, 223103

Name of the Head of the Institution:

> Prof. Dr. Jyoti.S.Rane

Tel. No. with STD Code:

> (02587) 223101, 223103

Mobile:

> 09326807821

Name of the IQAC Co-ordinator:

Prof. Dr. J. R. Gujarathi

Mobile:

9422272306, 9423903132

IQAC e-mail address:

coordinatoriqac@pca.ac.in

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

MHCOGN10925

1.4 **NAAC Executive Committee No. & Date:**
*(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)*

EC/57/RAR/55 dated 30/11/2011

1.5 Website address:

www.pca.ac.in

Web-link of the AQAR:

www.pca.ac.in/AQAR2016-17.doc

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

1.6 Accreditation Details

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|-----------------------|-----------------|
| 1 | 1st Cycle | B++ | 83.70 | 16/02/2004 | Five Years |
| 2 | 2nd Cycle | A | 3.30 | 30/11/2011 | 29/11/2016 |
| 3 | 3rd Cycle | -- | -- | -- | -- |
| 4 | 4th Cycle | -- | -- | -- | -- |

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

16/02/2004

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

2016-17

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 27/12/2013
   ii.   AQAR     2012-13 submitted to NAAC on 10/02/2012
  iii.   AQAR     2013-14 submitted to NAAC on 11/05/2015
  iv.   AQAR     2014-15 submitted  to NAAC on  05/05/2016
   v.   AQAR     2015-16 submitted to NAAC on   16/11/2016

1.10 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 ☐

1.11 Type of Faculty/Programme

Arts ☑   Science ☑ Commerce ☑   Law ☐      PEI (Phys Edu) ☐

TEI (Edu) ☐   Engineering ☐    Health Science ☐    Management ☐

Others   (Specify)      ·            --

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

North Maharashtra University, Jalgaon

                                               √            √
1.13 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        09

2.2 No. of Administrative/Technical staff        02

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

     community representatives        01

2.7 No. of Employers/ Industrialists        00

2.8  No. of other External Experts        00

2.9 Total No. of members        16

2.10 No. of IQAC meetings held          03

2.11 No. of meetings with various stakeholders:     No.  | -- |     Faculty | 06 |

          Non-Teaching Staff | 01 |   Alumni | -- |   Others | -- |

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

          If yes, mention the amount    | 3.0 Lakhs for Five Years |

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

> - Students feedback analysis
>
> - API calculation for CAS for due faculty

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 *

| Sr. | Activities | Achievements |
|-----|------------|--------------|
| 1 | To organize National conferences in Physics and Chemistry | Not Executed |
| 2 | To construct separate examination centre | Executed |
| 3 | To renovate Natya Sabhagrah | Executed |
| 4 | To strengthen carrier counseling center | Executed |
| 5 | To plant trees in college campus | Executed |
| 6 | To encourage faculty to apply for major research projects from various funding agency | Executed |
| 7 | To Prepare for RAR submitted to NAAC Bangalore with the help of criteria wise committee | Executed |
| 8 | To prepare and submit RAR before 30th Oct 2016 | Executed |

| 9 | To strengthen training and placement centre | Executed |
|----|-----------------------------------------------------|----------|
| 10 | To organize gender sensitization programmes on the campus | Executed |

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

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

Management   | √ |   Syndicate   |   |   Any other body   |   |

Provide the details of the action taken

- Separate examination centre constructed

- Natya-sabhagrah renovated

- Trees planted in college campus

- RAR prepared and submitted to NAAC Bangalore

- Gender sensitization programme organized on the campus

- National level seminar on Human rights was organised by political science and English department

# 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 | 13 | 00 | 00 | 00 |
| PG | 16 | 00 | 03 | 00 |
| UG | 23 | 00 | 02 | 00 |
| PG Diploma | 00 | 00 | 00 | 00 |
| Advanced Diploma | 00 | 00 | 00 | 00 |
| Diploma | 01 | 00 | 01 | 00 |
| Certificate | 00 | 01 | 00 | 01 |
| Others | 00 | 00 | 00 | 00 |
| **Total** | 53 | 01 | 06 | 01 |

| Interdisciplinary | 00 | 00 | 00 | 00 |
|---|---|---|---|---|
| Innovative | 00 | 00 | 00 | 00 |

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

| Pattern | Number of programmes |
|---|---|
| Semester | 53 |
| Trimester | 00 |
| Annual | 00 |

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.

We are an affiliated college. The syllabus is updated by the university after every three years.
Faculty members participate in the syllabus framing workshops

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

No

# Criterion – II

## 2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

| Total | Asst. Professors | Associate Professors | Professors | Others |
|---|---|---|---|---|
| 85 | 49 | 35 | 01 | -- |

2.2 No. of permanent faculty with Ph.D.   28

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 |
| 14 | 20 | 00 | 00 | 00 | 04 | 00 | 00 | 14 | 20 |

2.4 No. of Guest and Visiting faculty and Temporary faculty   00   00   41+41=82

2.5 Faculty participation in conferences and symposia:

| No. of Faculty | International level | National level | State level |
|---|---|---|---|
| Attended | 09 | 21 | - |
| Presented papers | 20 | 39 | - |
| Resource Persons | 03 | 03 | -- |

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

Internal Test, Tutorials, Seminars etc. are conducted

2.7 Total No. of actual teaching days

during this academic year   180

2.8 Examination/ Evaluation Reforms initiated by
the Institution (for example: Open Book Examination, Bar Coding,   None
Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum
restructuring/revision/syllabus development   52
as member of Board of Study/Faculty/Curriculum Development  workshop

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage :

| Title of the Programme | Total no. of students appeared | Division | | | | |
|---|---|---|---|---|---|---|
| | | Distinction % | I % | II % | III % | Pass % |
| UG | 3188 | 25% | 40% | 20% | 10% | - |
| PG | 1187 | 18% | 35% | 25% | 2% | 3% |
| M.Phil | - | - | - | - | - | - |
| Ph.D | 70 | **Two awarded** | | | | |

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

Bt preparing staff evaluation reports, Students feedback report, C.R. , Staff appraisal

2.13 Initiatives undertaken towards faculty development

| Faculty / Staff Development Programmes | Number of faculty benefitted |
|---|---|
| Refresher courses | 08 |
| UGC – Faculty Improvement Programme | -- |
| HRD programmes | -- |
| Orientation programmes | 02 |
| Faculty exchange programme | 00 |
| Staff training conducted by the university | 02 |
| Staff training conducted by other institutions | -- |
| Summer / Winter schools, Workshops, etc. | 04 |
| Others (Short term course) | 02 |

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 | 29 | 00 | -- | 00 |
| Technical Staff | 06 | 03 | -- | 00 |

# Criterion – III

## 3. Research, Consultancy and Extension

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

The IQAC of college works closely with all HOD's in promotion of research activities. The faculty is encouraged to apply for major and minor research projects funded by various agencies. IQAC works closely with the research committees of college.

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 | 01 | -- |
| Outlay in Rs. Lakhs | -- | 4.70 | 2.45 | -- |

3.4     Details on research publications

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | 16 | 05 | 03 |
| Non-Peer Review Journals | 02 | 04 | -- |
| e-Journals | 01 | 01 | -- |
| Conference proceedings | 04 | 13 | - |

3.5 Details on Impact factor of publications:

Range [ 0.6-5.0 ]  Average [ 2.0 ]  h-index [ 1 ]  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 | 02 | UGC | 7.05 | 3.4 |
| Interdisciplinary Projects | -- | -- | -- | -- |
| Industry sponsored | -- | -- | -- | -- |
| Projects sponsored by the University/ College | 02 | NMU,Jalgaon | 3.45 | 2.58 |
| Students research projects *(other than compulsory by the University)* | - | - | - | - |
| Any other(Specify) | -- | -- | -- | -- |
| Total | 07 | -- | 10.50 | 7.28 |

3.7 No. of books published   i) With ISBN No.   | 09 |   Chapters in Edited Books | 08 |

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 | Yes |   DBT Star Scheme | -- |

INSPIRE | Yes |   CE | -- |   Any Other (specify) DST-FIST | Yes |

3.10 Revenue generated through consultancy   | 14,500/- characterization facility for Ph.D students |

3.11 No. of conferences

organized by the Institution

| Level | International | National | State | University | College |
|---|---|---|---|---|---|
| Number | 01 | 03 | -- | - | -- |
| Sponsoring agencies | Viklang Chetana Parishad Bilasal | - | -- | NMU | Pratap College Amalner |

3.12 No. of faculty served as experts, chairpersons or resource persons   | 12 |

3.13 No. of collaborations   International | -- |   National | 01 |   Any other | -- |

3.14 No. of linkages created during this year   | 02 |

3.15 Total budget for research for current year in lakhs:

From funding agency | 7.05 |   From Management of University/College | 3.45 |

Total | 10.5 |

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 |
|-------|--------------|----------|-------|------------|------|---------|
| 01    | --           | --       | 01    | --         | --   | --      |

3.18 No. of faculty from the Institution
     who are Ph. D. Guides

18

     and students registered under them

70

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

02

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

JRF  01        SRF  -        Project Fellows  -        Any other        -

3.21 No. of students Participated in NSS events:

University level  15        State level  03

National level  --        International level  --

3.22 No.  of students participated in NCC events:

University level  05        State level  10

National level  02        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 [ 05 ]     NSS [ 05 ]     Any other [ -- ]

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

- The NSS unit of our college, organized special awareness rallies on pulse polio awareness .

- Our unit organizes special rally and presented a street play on social issues such as dowry system gender sensitisation, caste equality

- Organisation of rally on HIV-AIDS awareness in the town.

- Organisation of rally on environmental issues

- Organisation of rally on voter awareness

- Organisation of programme on digital transaction awareness

- Organisation of one day camp in adopted village for cleaning awareness

# 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 | 33 Acres | -- | -- | 33 Acres |
| Class rooms | 50 big 07 small | -- | -- | 57 |
| Laboratories | | | | |
| Seminar Halls | 03 | -- | | 03 |
| No. of important equipments purchased (≥ 1-0 lakh)  during the current year. | 22 | - | UGC | 22 |
| Value of the equipment purchased during the year (Rs. in Lakhs) | 60 lakhs | - | UGC | 60 lakhs |
| Others | | | | |

4.2 Computerization of administration and library

Library has been computerized

4.3  Library services:

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 38218 | 1112447 | 633 | 95626 | 38851 | 1208073 |
| Reference Books | 80781 | 9540330 | 170 | 69523 | 80951 | 9609853 |
| e-Books | 135000 | 00 | 3000000 | 3750 | 3135000 | 3750 |
| Journals | 68 | 40000 | 37 | 55275 | 105 | 95275 |
| e-Journals | 00 | 00 | 6000 | 2000 | 6000 | 2000 |
| Digital Database | -- | -- | -- | -- | -- | -- |
| CD & Video | -- | -- | -- | -- | -- | -- |
| Others (specify) | -- | -- | -- | -- | -- | -- |

 4.4 Technology up gradation (overall)

| | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 419 | 09 | 25 | 25 | 09 | 14 | 405 | 74 |
| Added | ---- | ---- | ---- | ---- | ---- | ---- | ---- | ---- |
| Total | 419 | 09 | 25 | 25 | 09 | 14 | 405 | 74 |

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

> N-List user work shop was organized by library department for students, nonteaching and teaching faculty

4.6 Amount spent on maintenance in lakhs:

   i) ICT           1.5 Lakh

   ii) Campus Infrastructure and facilities     8 Lakh

   iii) Equipments     1.0 Lakh

   iv) Others     2.0 Lakh

   **Total :**     14 Lakh

# Criterion – V
# 5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The feedback from students on various support services is collected by IQAC.

- IQAC informed students about support services like computer centre and instructed non teaching staff to cooperate with students in use of MKCL facility and other support services.

5.2 Efforts made by the institution for tracking the progression

At the end of every semester all HOD meet to discuss matters related to teaching for ex.results, attendance of students in class.

5.3 (a) Total Number of students

| UG | PG | Ph. D. | Others |
|---|---|---|---|
| 3086 | 1019 | 70 | -- |

(b) No. of students outside the state

--

(c) No. of international students

-

Men
| No | % |
|---|---|
| 1981 | 48.20 |

Women
| No | % |
|---|---|
| 2124 | 51.74 |

| | | | Last Year | | | | | | | This Year | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| General | SBC | NT | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | NT | SBC | Total |
| 522 | 94 | 272 | 271 | 145 | 2493 | 05 | 3802 | 569 | 309 | 150 | 2680 | 05 | 290 | 102 | 4105 |

**Demand ratio:** Admissions are given on first come first served basis. In certain programmes admissions are allotted by university [M.Sc.]. For M.A. programmes and for F.Y.B.Sc. Computer admissions are given on merit basis.

**Dropout %:** 1.5

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

- The college has a vibrant carrier counselling and mentoring centre for competitive examination centre with well furnished, updated library, reading room and allied facilities.

- The centre regularly organizes workshops and coaching programmes for students.

No. of students beneficiaries    150

5.5 No. of students qualified in these examinations

NET  04    SET/SLET  10    GATE  --    CAT  --

IAS/IPS etc  --    State PSC  02    UPSC  --    Others  14

5.6 Details of student counselling and career guidance

- The college has separate training and placement cell, which tries to organize campus interviews.

- The competitive examination centre of our college conducts coaching sessions and

No. of students benefitted    150

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 |
| -- | -- | -- | Around 40% students get placed |

5.8 Details of gender sensitization programmes

- The college has established a body called Yuvati Sabha which addresses the different issues of female students.

- It conducts many programmes for gender sensitization. The college under took cultural activity showcasing the evil of female foeticide and various crimes against

5.9 Students Activities

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

State/ University level         National level         International level

07              --              --

No. of students participated in cultural events

State/ University level  39+08  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  | 33 |    National level  | -- |    International level  | -- |

5.10 Scholarships and Financial Support

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution |  |  |
| Financial support from government | 3422 | 55,00,000 |
| 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  | 01 |    National level  | -- |    International level  | -- |

5.12    No. of social initiatives undertaken by the students    | 06 |

5.13 Major grievances of students (if any) redressed:
        i)Purified drinking water made available for all students
        ii)Internate connectivity is provided to students in girls hostel

# Criterion – VI

## 6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: An institution continuously striving to achieve its potential for parity with the best educational institutions, offering education of the quality which will produce students who will lead the fields to which they decide to devote themselves.

Mission: To impart quality higher education embodying literary, scientific, commercial, mental-moral, social sciences and corresponding research to the students from mofussial area and to equip them with core values needed to live as a responsible citizen in complex democratic society

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

- Organization of syllabus of restructuring workshops, participation of teachers in such workshops, many of faculty members are working in various capacities on bodies such as BOS, academic councils etc.

- Regular feedback from students regarding their curriculum.

6.3.2  Teaching and Learning

Use of ICT in an extensive way, regular seminars, and tutorials are conducted. Remedial coaching classes, projects for in select UG and  PG

6.3.3  Examination and Evaluation

Students' seminars, surprise tests, regular internal tests, Class tests, group discussion activities.

6.3.4  Research and Development

Provision of seed money, FIP, research committee, continuous encouragement for MRP'S.

### 6.3.5 Library, ICT and physical infrastructure / instrumentation

- Computerization of central library, updating of books and essential materials, provision of laptops, LCD'S for all departments, TV sets.

- Regular updating of computers and software's.

- Newly developed well equipped central analytical lab.

- Equipments worth 90 Lakhs purchased.

### 6.3.6 Human Resource Management

- The college has well written policy on appointment of staff, training and development, compensation and handling grievances.

- The management board of college is providing leadership and able administration to carry out various requirements of human resource management in place.

### 6.3.7 Faculty and Staff recruitment

Government, State government and university norms are strictly followed.

### 6.3.8 Industry Interaction / Collaboration

Industrial tours, mock campus interviews are conducted

### 6.3.9 Admission of Students

University rules are strictly followed.

6.4 Welfare schemes for

| Teaching | Teachers association, cooperative credit society |
|---|---|
| Non teaching | Teachers association, cooperative credit society |
| Students | Earn and learn scheme, poor boys fund, uniform scheme |

6.5 Total corpus fund generated

14,500

6.6 Whether annual financial audit has been done    √ [ ]   [ ]

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | -- | -- | Yes | IQAC |
| Administrative | -- | -- | Yes | IQAC |

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?

- Ours is an affiliated college so we follow university norms regarding examinations.

- University revices its policy regarding examination pattern

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

University tries to disburse various responsibilities to different colleges. On behalf of university college conducts various programmes on their own

--

6.11 Activities and support from the Alumni Association

- A composite body of Alumni's-Pratap Prerana Probhodini has collected funds  for the developments of college and is actively involved in development of students

- Informal visits are paid by the alumni

6.12 Activities and support from the Parent – Teacher Association

- Regular meetings,

- Feedback from parents,

- parent teacher association bridge for the development.

6.13 Development programmes for support staff

N-List user awareness work shop was organised by library department for students,non teaching and teaching faculty

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

- Tree plantation on large scale

- Ban on the use of plastic.

- Compost manure prepared from waste collected from campus

# Criterion – VII

## 7. <u>Innovations and Best Practices</u>

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

> Best practices of each department are shared and appreciated on the first day of each semester. Experts from other institutions, ex faculty members are invited to give the useful inputs on good practices.
>
> - The college has adopted a fairly decentralised administrative structure. This enables the quick and efficient decision making. The college administration team and IQAC meet frequently to stay abreast with emerging scenario. There is a high level of transparency at the administrative level. The core administrative team comprising of the Principal and vice principals meet regularly at the end of every day.
>
> - The HODs meeting take place once in a fortnight with the principle and other officials where all the issues and relating to departments are discussed and decisions are taken.
>
> - At the beginning of every semester each department is asked to submit a list of its requirements so that the financial planning can be done accordingly.
>
> - At the beginning of the academic year each department is asked to prepare its academic calendar and submit it to the office so that the college can set its own academic calendar.

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

> - Separate examination centre
>
> - Natya-sabhagrah renovated
>
> - Carrier counselling centre strengthened
>
> - Trees planted on large scale in the campus
>
> - Self study report for accreditation cycle III prepared and submitted to NAAC Bangalore in April

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

> ***Provided the in annexure I***

7.4 Contribution to environmental awareness / protection

- A mandatory course on environmental studies is introduced at the second year degree programme.

- Students are asked to undertake project work related to the subject.

- About 50 trees were planted.

- Compost manure prepared from waste collected from campus

7.5 Whether environmental audit was conducted?     Yes  √     No

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

**Strength**

- Committed staff

- Well equipped laboratories

- Good hostel facilities for male and female students

**Weakness**

- Old infrastructure

**Opportunities**

- DST-FIST assistance

- CPE phase II

**Threats**

- Not possible to spread out facilities to such a vast number of students.

- Vacant posts due to government policies

8. **Plan of institution for next year**

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

# PRATAP COLLEGE, AMALNER

## IQAC Action Plan 2017-2018

- ✓ To organize National conferences in Physics and Chemistry.

- ✓ To strengthen carrier counseling centre.

- ✓ To transplant trees in college campus and to plant more trees.

- ✓ To encourage faculty to apply for Major Research projects from various funding agency.

- ✓ To prepare for NAAC visit.

- ✓ To strengthen training and placement centre.

- ✓ To organize gender sensitization programmes on the campus

- ✓ To start skill development courses and develop

- ✓ To attach and develop satellite centers in Patonda and Janve

- ✓ To start more certificate courses.

- ✓ To encourage research and consultancy.

</div>

Name Prof Dr. Jayesh R. Gujarathi  Name Prof Dr. Jyoti S. Rane

*Signature of the Coordinator, IQAC*    *Signature of the Chairperson, IQAC*

**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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Revised Guidelines of IQAC and submission of AQAR    Page 30

## **Annexure I**

**7.3** Two Best Practices of the institution

1. The college provides facility to recent passed students to study for competitive examination in carrier counselling and mentoring centre and also provides them accommodation.

2. Extremely poor students are provided adequate refreshment in the morning at the nominal cost of Rs.5/-.Rest of the expenditure required for this project is raised through donation.

**Annexure II**

**Feed back analysis**

**Students had demanded that-**

1. Pure drinking water facility should be made available for all students

2. Internate facility in the ladies hostel

3. Language laboratory for the students

4. Separate physical practical laboratory for M.Sc I students

5. Separate Physical laboratory for T.Y.B.Sc students

6. Sport week should be organised for the students

# K.E.Society's Pratap College, Amalner
# Academic calendar 2016-2017

| Sr.No | Event | Date |
|---|---|---|
| 1 | Tree plantation | 01.06.2016 |
| 2 | Admissions begin | 10.06.2016 |
| 3 | College opens after summer vacation | 15.06.2016 |
| 4 | Principal's address | 18 .06. 2016 |
| 5 | A  lecture of eminent educationalist on smart teaching techniques | 01.07.2016 |
| 6 | Commencement of classes | Within 09.07.2016 |
| 7 | Submission of  5th AQAR | 21.07.2016 |
| 8 | A lecture on "Career guidance" | 25.07.2016 |
| 9 | N.S.S. Enrollment | 15.07.2016 |
| 10 | N.C.C. Enrollment | 16.07.2016 |
| 11 | Inauguration of programmes to be organized by  different committees | 01-10 Aug 2016 |
| 12 | Last date of Admission of First year classes | 08.08.2016 |
| 13 | Quiz competition on Independence day | 15.08.2016 |
| 14 | Discussion with faculty on First draft of RAR . | 22.08.2016 |
| 15 | Last date of Admission to post graduate classes | 01.09.2016 |
| 16 | Teachers day:- State level in the Quiz competition in the memory of Pujya Sane Guruji | 05.09.2016 |
| 17 | Organization of National Level Conferences by Physics and Chemistry departments | 24-26.09.2016 |
| 18 | Programme in the memory of Mahatma Gandhi | 01.10.2016 |
| 19 | Students and parents feedback | 04.10.2016 |
| 20 | Internal Examination of U.G. Classes | 05.10.2016 |
| 21 | Internal exam of P.G. of classes | 05-15.10 2016 |

| 22 | Drive to take feedback of students | 10.10.2016 |
|----|-----------------------------------|------------|
| 23 | Meeting with parents to take feedback | 15.10.2016 |
| 24 | Programme on Gender sensitization | 16.10.2016 |
| 25 | Meeting with Alumni to take feedback. | 24.10.2016 |
| 26 | NAAC- Mock drill | 29.10.2016 |
| 27 | Winter vacation | 28th Oct-21st Nov2016 |
| 28 | College opening after winter vacation | 22nd Nov.2016 |
| 29 | To finalize second draft of RAR and discussion with Faculty | 25.11.2016 |
| 30 | To submit RAR to NAAC office | 10.12.2016 |
| 31 | NSS camp at Anturli; Swachchha Bharat-Swasta Bharat | 15-23.12 2016 |
| 32 | Debate Competition in the memory of Shrimant Pratap Sethaji. | 24 .12. 2016 |
| 33 | Programme  by Staff academy: Measures on quality Education | 28.12.2016 |
| 34 | Celebration of Republic day: Test on general Knowledge on Republic day | 26.01.2017 |
| 35 | Snehabandha – Gathering Programme | 29-31 Jan 2017 |
| 36 | Internal Examination of U.G. Classes | 05.02.2017 |
| 37 | Feedback from Alumni. | 06.02.2017 |
| 38 | Feedback from faculty & feedback from non-teaching | 07.02.2017 |
| 39 | Proposed date of NAAC Peer Team Visit to College | 10.02.2017 |
| 40 | Internal Examination of P. G. Classes | 20.02.2016 |
| 41 | A lecture of eminent Scientist on National Science day in the memory of Sir C.V. Raman | 28.02.2017 |
| 42 | Drive to take feedback of students and parents regarding teaching learning and academic facilities of College | 19.03.2017 |
| 43 | "Feedback on students satisfaction" | 13.04.2017 |
| 44 | Lecture on " Importance of Social values in modern society" in the memory of Dr. Babasaheb Ambedkar | 14.04.2017 |
| 45 | Principals Remarks on the achievements of the College During the year. | 23.04.2017 |
| 46 | Submission of C. R. forms by faculty | 27.04.2017 |

| 47 | Meeting to take stock of academic activities in the year 2016-17. | 30.04.2017 |
|----|---|---|
| **All the Dates given above are subject to change** | | |