



Krantiveer Vasant Rao Narayan Rao Naik Shikshan Prasarak Sanstha's

ARTS AND COMMERCE COLLEGE, DINDORI

Dindori, Tal – Dindori, Dist.- Nashik (Maharashtra) 422202



Affiliated to

Savitribai Phule Pune University, Pune (Maharashtra)

The Annual Quality Assurance Report (AQAR) Of the IQAC 2015-16

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The Annual Quality Assurance Report (AQAR) of the IQAC 2015-16

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.

Part – A

AQAR for the year 2015-2016

1. Details of the Institution

1.1 Name of the Institution:

1.2 Address Line 1	Krantiveer Vasantryao Narayanrao Naik Shikshan Prasarak Sanstha's Arts & Commerce College, Dindori
Address Line 2	Umrare Road, Tal. Dindori, Dist. Nashik
City/Town	Dindori
Pin Code	422202
Institution e-mail address	kvnnaikcollegedindori@gmail.com
Contact Nos	02557222434,02557222435
Name of the Head of the Institution:	Dr. Vaishali Suryakant Rokade
Tel. No. with STD Code:	02557222435
Mobile:	9730928210
Name of the IQAC Co-ordinator:	Mr. Anil Gaman Ahire
Mobile:	9423963921
IQAC e-mail address:	kvnnaikcollegedindori@gmail.com
1.3 NAAC Track ID	MHCOGN21665
OR	
1.4 NAAC Executive Committee No. & Date: <i>(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right</i>	EC(SC)/11/A&A/28.1

<i>corner- bottom of your institution's Accreditation Certificate)</i>	
1.5 Website address:	www.kvnaikdindori.com
Web-link of the AQAR:	http://www.kvnaikdindori.com/site/naac_iqac/AQAR2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.51	January 19 th 2016	January 18 th 2021
2	2 nd Cycle	-	-	-	
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: 20/06/2013

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 _____ NA _____ (DD/MM/YYYY)
- ii. AQAR _____ NA _____ (DD/MM/YYYY)
- iii. AQAR _____ NA _____ (DD/MM/YYYY)
- iv. AQAR _____ NA _____ (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*): **Savitribai Phule Pune University**

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

NA

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

2.1 No. of Teachers	06
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	02
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	14
2.10 No. of IQAC meetings held	03

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:

1. NITI Aayog & Planning Commission (Economics): National Level
2. Resources Planning (Geography): State Level

2.14 Significant Activities and contributions made by IQAC

1. National Seminars Organized State Level Seminar Organized
2. RUSA funding Management
3. Online Feedback system
4. One Institutional workshop.
5. AISHE Reports Sent.
6. Academic Audit of Faculty (CAS/ PBAS)
7. Non Teaching Training
8. Computer orientation workshop for Non Teaching & PG Students
9. Application to PG courses in Commerce and UG Course in Hindi are sent to Government and University.
10. MOUs with several Academic and Industries / Bodies
11. Teachers are made aware of University Level Minor Research Scheme
12. Students are given lectures on Skills Development under Soft Skills Development Programme
13. Guidance Sessions on Resources Planning and Mobilization are arranged
14. Women Cell is made functional through lecture series
15. Monitored Academic Calendar of the University
16. Implementation of Quality Improvement Programme of the University.

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 and Achievements

A. Enrichment of the quality of education

Sr. No	Plan of Action	Achievements
Teaching and Evaluation		
	Strict monitoring of completion of topics as	Executed

	per the syllabus	
	Evaluation of teaching-learning process	Executed
	Examination Management system of the college in accordance with University examination model	Executed
	Remedial teaching conducted for weak students	Executed
	Extra Mural Lecture Series, Adult Education & Extension Lecture Series, Guidance Sessions on Women Empowerment under Women Cell	Executed
	Teachers Diary to record their day today activities to promote them to review their action plans	Executed
	ICT enabled teaching	Executed
	Students friendly class rooms	Executed
	Teachers have participated in UGC-sponsored Orientation Programme /Refreshers courses organized by Academic Staff College.	Executed
Research Activities		
	To inculcate research culture among teachers and students	Executed
	Introduced new journals in the Library	Executed
	Project based Learning and research activities are promoted	Executed
	Research Status of the College	Our institution has 03 research guides and 01 of the faculty member has been awarded, Ph.D. recently, 06 teachers are

		doing Ph. D
	Students were sent to attend and present papers in Seminars in different institutions	Executed
	Teachers have published their research papers in referred journals	Executed
Co-curricular activities to enhance talents of the students		
	Conducted Soft Skills Development Programme	Executed
	Field trips and industrial visits	Executed
	Talent search quiz competition conducted	Executed
	A day has been identified to conduct various cultural and co-curricular activities	Executed
	Wall magazines, manuscripts and News letters	Executed
	Celebration and observance of nationally and internationally important days <ul style="list-style-type: none"> • Environmental Day • Bio-diversity Day • World Ozone Day • National Science Day • National Sports Day • Teacher's Day 	Executed
Sports and games		
	Conducted annual athletic meet	Executed
	Interdepartmental football, volleyball and cricket tournament	Executed
	Introduced Shooting Range	Executed
	Conducted intercollegiate Kho-Kho tournament	Executed
Job skills and ensure placement		

	Enhance Exposure of students in different types of sports and games activities provide opportunity for jobs	Executed
	Organizing Career guidance sessions	Executed
	Training in soft skills	Executed

** Attach 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

The Management (Local Management Committee) approved the plan of action and gave consent to implement it.

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	0	0	0	0
PG	02	0	02	0
UG	02	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	01	0	0	0
Others	0	0	0	0
Total	04	0	02	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	00
Annual	02

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.

Yes, the University has restructured TYBA / BCom Syllabus, the features as as under;

- Competitive exams oriented curriculum revision.
- Meeting the growing demands of the current educational scenario.
- Skilled Based formation of topics.

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
15	13	02	0	0

2.2 No. of permanent faculty with Ph.D.

04

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
15	12	03	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

09

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	05	10	05
Presented papers	05	10	04
Resource Persons	00	01	02

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

- Screening of Films and other art forms while taking classes in UG and PG. Arrangement of demonstration sessions for Folk and classical art forms, Conducting Discussions and debates during the class hours of the above mentioned.
- Group discussions, Peer- team teaching, Demonstration classes
- ICT enabled teaching methods using Wi-Fi broadband internet
- Smart classrooms, interactive boards, LCD projectors etc
- Interactive learning through field work, study tours; industrial visits, group discussions, quizzes, workshops, and academic seminars.
- Access to large number of e-books and journals via 'INFLIBNET' facility.

2.7 Total No. of actual teaching days during this academic year 181

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

- The college strictly follows the norms laid down by Savitribai Phule Pune University as far as Examination/ Evaluation reforms are concern.

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

0

2.10 Average percentage of attendance of students 75%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
FYBA	195	2	23	40	88	100
SYBA	148	0	11	8	84	69.59
TYBA	132-58	2	24	24	8	43.93
FYBCom	103	1	8	21	37	100
SYBCom	63-40	0	3	11	26	63.49
TYBCom	29-11	0	2	9	0	37.93

PG

	Appear	D	C	B	A	O	Pass %
MA Marathi	19	18	1	13	4	0	94.73
MA Economics	13	1	2	5	5	0	100

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :
The IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes in the following manner;

1. Teaching Diaries
2. Students Attendances
3. Regular interactions with students
4. Academic Calendar
5. Organizes Seminars and workshops to enrich the academic climate and enhance the learning process.
6. Organising Staff Academy for the teaching faculty to scale up with newer and advanced methods of imparting higher education.
7. Pays special attention in monitoring and evaluating the performance of the faculty by way of regular departmental visits.
8. Extends necessary infrastructure and timely encouragement to materialise and implement new methods of teaching.
9. Ensures that the quality of both the academic & non academic activities.
10. Assesses the learning output via continuous evaluation and student's feedback.
11. Maintains a very healthy and a cordial rapport with the Alumni.

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	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	01
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	03	0	03
Technical Staff	0	0	0	0

Criterion – III

3. Research, Consultancy and Extension

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

- Motivates the faculty to pursue research and also to avail the benefits of BCUD Savitribai Phule Pune University for Minor Research Grants.
- Plans to start Research Centres in all postgraduate departments
- Encourages faculty members with Doctorate to become research guides, and to do Collaborative research.
- Encourages teachers to participate in International, National and State level seminars.
- Allots special assistance for research purpose.
- Provides research facilities like free Internet, INFLIBNET, Research journals, Equipment for Inter-departmental research etc.
- Assists in procuring funds from BCUD, as well as from the management to purchase new and necessary equipment.
- Invites eminent resource persons to conduct lectures/ workshops/ seminars on relevant topics.
- Conducts various academic programmes to cultivate research culture and scientific temperament among the student community.
- Every student in PG programmes undertakes a project individually or in group and submits a dissertation at the end of the semester.

3.2 Details regarding major projects: NA

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	02
Outlay in Rs. Lakhs	-	-	-	200000/-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	13	-
Non-Peer Review Journals	03	14	-
e-Journals	-	07	-
Conference proceedings	2	08	-

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 organizations: NA

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>)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

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

ii) Without ISBN No. Chapters in Edited Books

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	0	01	01	0	0
Sponsoring agencies	-	BCUD, SPPU, Pune	BCUD, SPPU, Pune	-	-

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

International National Any other

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:

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
-	-	-	-	01	-	-

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

02

07

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

01

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

JRF SR 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	3
NCC	-	NSS	10
		Any other	-

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

- One Day National Conference in Economics on “NITI Commission”
- One Day State Conference in Geography on “Resource Planning”
- NSS Annual camp.
- Adoption of Village(Adult Education, AIDS Sanitation Awareness, Save Girl Child
- Campaign on Campus beautification
- Women health and social awareness programme
- Extra Mural Lecture Series at the Government Hostel near college 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	2 Acers	-	-	2 Acers
Class rooms	21	-	-	21
Laboratories	03	-	-	03
Seminar Halls	02	-	-	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	Bamble			
Others	-	-	-	-

4.2 Computerization of administration and library

Administrative works are computerized, Library is partially digitalized

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2128	37592.00	72	7920	2200	45512
Reference Books	2495	580277.00	304	70613	2799	650890
e-Books	-	-	-	-	-	-
Journals			29	19533.00		
e-Journals	6000+	5750	6000+	5750	6000+	5750
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	23	-	38	00	-	04	02	16
Added	15	10	-	02	-	-	04	-
Total	38	10	38	02	-	04	06	16

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

- Students are given complete access to computer facility in the college.
- Training workshops on ICT enabled teaching is arranged for teachers in the beginning of the academic year.
- Workshop on E-governance is arranged for teachers and non-teaching staff.
- Library gives access to the facility browsing centre for students' use (02 Computers).

4.6 Amount spent on maintenance in lakhs :

i) ICT	238000
ii) Campus Infrastructure and facilities	971000
iii) Equipments	164000
iv) Others	255000
Total :	1628000

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Orientation Programme for students
- Parent teacher meetings.
- Support for slow learners.
- Awareness classes on different topics.
- Motivates students to participate in competitive exams.
- Identifies students in need of counseling
- Encourages participation in various club activities.
- Talented students are encouraged to take part in competitions organized in other Colleges/ Institutions.
- Scholarships are provided in various schemes.
- Conducted workshops.
- Financial assistance is given to economically backward students

5.2 Efforts made by the institution for tracking the progression

- Continuous Evaluation
- Alumni meetings
- PTA meetings
- Tutorials
- Giving guidance to the PG students in classrooms for NET/SLET/SET etc.
- Providing awareness for progression of higher studies and training for currier opportunity

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
735	07	-	-

(b) No. of students outside the state

0

(c) No. of international students

00

No	%
-	-

Men

No	%
-	-

Women

Class	Last Year						This Year					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
FYBA	45	27	177	21	00	268	39	21	173	08	00	241
SYBA	25	16	143	04	00	188	25	15	103	05	00	148
TYBA	29	12	101	08	00	150	14	05	72	0	00	91
FYBCom	60	12	39	23	00	134	58	14	41	13	00	126
SYBCom	29	05	12	23	00	69	40	04	28	08	00	80
TYBCom	20	08	03	02	00	33	36	02	08	03	00	49
MA Marathi*	02	10	41	04	00	57	01	0	0	0	00	01
MA Economics*	09	03	22	02	00	36	06	0	0	0	00	06

* For this year the number of students enrolment may vary as the admission process is still going on.

Demand ratio 1:1*

Dropout % : 15%

*As admissions are give on the basis of first come first serve due to the remote and tribal area.

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

- A separate cell for competitive exam has been established in the college recently.
- Students are made aware of the MPSC and UPSC examinations.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

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

5.6 Details of student counseling and career guidance

- An effective counselling cell is working and gives guidance, support to students with behavioral problems and who need moral support.
- In ordinary cases the class teachers give them counseling and those who need additional support were directed to College counseling cell.
- Counseling centre is instrumental in identifying and redressing the grievance of needy students. Interaction with parents is also maintained if required.
- All first year UG and PG students are given Orientation class which focuses on personality development, attitude and aptitude refinement, goal setting.
- Class teachers and other teachers provide extra academic and emotional support for slow and advanced learners

No. of students benefitted

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
01	25	3	-

5.8 Details of gender sensitization programmes

- Teachers arrange women empowering awareness programmes in the class rooms to help them to break social stigmas.
- Students are encouraged to perform cultural activities related to women empowerment.

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	560	2077335
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***

“Duritanche Timir Jao” [दुरितांचे तिमिर जाओ] (an idea from the great “**Pasaydan**” that leads the downtrodden and backward sections of the society from ignorance to knowledge.)

➤ **Mission**

The vision of the College is to lead the educationally and economically backward inhabitants of the hilly and tribal villages of Dindori tehsil from the darkness of ignorance to the light of knowledge, wisdom, sagacity and human values and provide the students with the best possible facilities to develop soft skills and confidence to face the rapid changes and challenges of the time.

➤ **Objectives**

- To provide education to socially and economically under privileged students of the society.
- To emerge as a centre of academic excellence.
- To focus on overall personality development of each student.
- To make every student employable through holistic education and development of right skills.
- To reach out to the less-privileged and deserving sections of our society and lend a helping hand to them.

6.2 Does the Institution has a management Information System

No,

However, the college has taken initiative to have Management Information System.

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

6.3.1 Curriculum Development

- Association programmes
- Tutorial classes
- Counselling cell in the department
- Life guidance class
- Use of ICT in teaching and learning
- Visit to research stations and academic Centre of excellence
- Bridge course

6.3.2 Teaching and Learning

- Remedial coaching classes
- Peer Teaching
- Innovative methods like Language labs, film Review etc.
- Quiz, debate and Discussions

6.3.3 Examination and Evaluation

- Internal examinations in the middle of the year and strict evaluation methods.
- Pre-final examinations, model Viva voce and practical exams.
- Progress Report
- Assignment and project
- Regular evening test papers and monthly test papers for continuous evaluation

6.3.4 Research and Development

- General Instrumentation facility for Research Departments
- Research guides-02
- Ph.D. Scholars-07
- Ongoing minor projects – 01
- Completed Minor projects - 03
- National and State Seminars-02
- Faculties with Ph.D.- 04
- Frequent research oriented lectures by eminent academicians.
- Students are encouraged to participate in presenting papers and competitions.
- Collaboration with agencies in research and innovation
- Research oriented publications in peer reviewed journals

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Well updated departmental libraries and Computer labs
- Effective implementation of ICT
- Online research resources are available through INFLIBNET
- Language lab, conference hall and digitalized seminar halls

6.3.6 Human Resource Management

- Women cell takes keen interest in conducting women empowerment programme.
- Annual orientation programmes for teachers are conducted by the M.O.C College management.
- Various committees and clubs comprising of the staff coordinate different activities throughout the year
- Works under the guidance of principal to ensure smooth functioning of the institution.
- Human resources are effectively and efficiently utilized for the development of departmental activities and community extension activities

6.3.7 Faculty and Staff recruitment

- Qualified faculty and staff recruited as per requirement.
- All recruitments are done as per the norms of Savitribai Phule Pune University, U.G.C and Government of Maharashtra.

6.3.8 Industry Interaction / Collaboration

- Students are encouraged to visit industries and research institutions as part of their projects and research.

6.3.9 Admission of Students

- Admission is through a Single Window System
- Admissions are given on the first come first serve basis
- Due consideration is given to poor and marginalised
- 3% reduction is given to physically handicapped candidates
- Reservation policies are strictly followed in the admission procedure.

6.4 Welfare schemes for

Teaching	Loan facility is provided by the Staff Co-operative Bank functioning inside the Management campus at Nashik.
Non teaching	Loan facility is provided by the Staff Co-operative Bank functioning inside the Management campus at Nashik.
Students	Merit scholarships, PTA endowments, fee concessions, Student aid fund, Medical insurance, National Loan scholarships, Post matric scholarships, post matric for physically handicapped, post graduate scholarships for single girl child.

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	-	-	Yes	Management of the college
Administrative	-	-	Yes	Ulhas Borse and Company

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?

Exam Reforms were initiated during this academic year through restructuring TYBA, TYBCom Syllabuses.

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

NA

6.11 Activities and support from the Alumni Association

- Alumni Associations is active in this institution. All Departments use the support of alumina in academic field.
- Members support the college by providing the students with lectures, seminars and counselling classes.
- Yearly alumni meeting provide the students, a golden opportunity of interaction.
- Infrastructural facilities including boards and posters for creating subject awareness have also been sponsored by the Alumni members.

6.12 Activities and support from the Parent – Teacher Association

- PTA meeting is periodically conducted by various departments for each class at least every semester for discussing academic performance of students and also collect feedback for further improvement.
- Endowments and scholarships are also provided for financially weak students.
- Supports and helps the college authorities for the smooth functioning of the college.

6.13 Development programmes for support staff

- Get together and training programmes are conducted every year by the management.
- Orientation Programmes organized by the college for newly appointed teachers.
- Participation of faculty in syllabus oriented workshops, Refresher Courses and Orientation Programmes conducted by Academic Staff Colleges.
- Staff tour
- Motivation for research oriented as well as personality development programme.

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

- Extensive efforts have been taken to plant trees and make campus green.
- Ozone day celebration was conducted to make an awareness in the youngsters to protect the atmosphere from their part.
- Garden-maintenance activities were undertaken by the students.
- Rain water harvesting system is maintained in the campus.
- Resolve to avoid flex boards in seminars and other programs.
- Waste bins are placed in all department premises to keep the area clean.
- Boards bearing messages on the importance of keeping the campus eco-friendly are placed inside the campus.

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.

- Department-wise association activities: regular meetings, talks, debates, quiz competition, cultural programmes etc.
- Screening of socially relevant documentaries and films for better understanding of contemporary national and international issues such as terrorism, Refugee problems, environmental issues etc. were conducted.
- Ozone Day, World Earth Day and Environmental Day etc. were celebrated for creating environmental awareness to the youngsters.
- In connection with Blood Donation Day, blood donation camps and blood group detections were conducted. An awareness program on female infanticide.

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

- IQAC is evaluating the systematic and timely implementation of the various activities according to the plan of action chalked out by the departments in the beginning of the year
- Periodic verification of time table, monitoring and verifying the completion of portions at the departmental, college council and Principal's levels. Special classes are arranged for the completion of portions. Remedial and Tutorial classes are arranged for weak students.
- Encourage teachers to undertake Major and Minor projects
- In order to promote student centric learning, the institution provides ICT enabled facilities, field trips and industrial visits.
- Commerce and Literary clubs are constituted and special training given to students for their overall achievements.
- Inter departmental competitions are arranged and Environmental day, Ozone day, etc. were celebrated for creating awareness to the youngsters.
- Coaching classes for competitive exams were organized.
- A new health club with modern equipment is well functioning in the institution.
- Counselling facility is arranged for the needy students
- Institution has provided plenty of research opportunities to the post graduate students through conducting workshops and seminars.

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

1. Office Automation
2. Counselling for students

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

7.4 Contribution to environmental awareness / protection

- Tree saplings were planted as part of Environment Day celebrations in association with NSS.
- Eco-friendly initiative for minimizing paper wastage.
- Observance of World environment day
- Ozone day celebrations
- Seminars and discussion on current environmental issues
- Avoided flex boards in seminars and other programs

7.5 Whether environmental audit was conducted? Yes No

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

Strengths:

- Good academic ambience
- Effective leadership and co-ordination of staff and students by the Principal.
- Adequate infrastructure.
- Well-qualified and dedicated faculty.
- Effective support of PTA and Alumni
- Education at low cost.
- Add-on courses and certificate courses.
- Coaching classes for various competitive examinations.
- Enthusiastic students.
- Peer-group study
- Various Scholarships to a large number of students
- Placement and career guidance
- Remedial coaching was arranged for academically weak students
- Community extension programmes through NSS and Extra Mural lectures.

Opportunities:

- Research and career oriented programs.
- Strategic alliances with national research and industrial centres.
- Social acceptance of the institution

Threats:

- Early marriages of girls.
- A considerable number of students opting for professional courses.
- Lack of adequate transportation facilities for students.

8. Plans of institution for next year

- Collaborative learning and research through ICT with other Universities
- Online Admissions.
- Strengthening of interdisciplinary research activities
- New Major and Minor research projects from external agencies
- PG Course in Commerce and UG course in Hindi.
- Digitalization and up gradation of the Departmental Libraries
- Introduction of new certificate courses.
- Intercollegiate and Interdepartmental competitions
- Exhibition, Seminars and Lecture series
- 2f & 12B Affiliation of UGC New Delhi.

Date: 25/07/2016

Place: Dindori, Dist. Nashik, Maharashtra.

Mr. Anil Gaman Ahire
Coordinator, IQAC

Principal. Dr. Vaishali Suryakant Rokade
Chairperson, IQAC



Krantiveer Vasantao Narayanrao Naik Shikshan Prasarak Sanstha's
ARTS AND COMMERCE COLLEGE, DINDORI
Dindori, Tal – Dindori, Dist.- Nashik (Maharashtra) 422202



Affiliated to
Savitribai Phule Pune University, Pune (Maharashtra)

Academic Calendar
(Year 2015-2016)

Email: kvnaikcollegedindori@gmail.com

Website: www.kvnaikdindori.com

Academic Calendar 2015-16

Teaching and Administrative Departments

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDO		June 2015
Academic Calendar: 2015-16		
1 st week 1.6.15 to 6.6.15	Admission Notification, 5-6-2015 Environment Day	
2 nd week 8.6.15 to 13.6.15	FYBA, SYBA Admission	
3 rd week 15.6.15 to 20.6.15		
4 th week 22.6.15 to 27.6.15		
5 th week 29.6.15 to 30.6.15		

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		July 2015
Academic Calendar: 2015-16		
1 st week 1.7.15 to 4.7.15	TYBA Admission	
2 nd week 6.7.15 to 11.7.15		
3 rd week 13.7.15 to 18.7.15	18.7.2015 Ramzan Id Holiday	
4 th week 20.7.15 to 25.7.15	20-7-2015 Alumni Association Get together	

5 th week 27.7.15 to 31.7.15	
K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI <i>August 2015</i>	
Academic Calendar: 2015-16	
1 st week 1.8.15 to 8.8.15	1-8-2015 Tree Plantation (NSS) 3-8-2015 Talent Search 5-8-2015 Women's Cell Inauguration 9-8-2015 Kranti Din
2 nd week 10.8.15 to 15.8.15	15.08.2015 Independence day Holiday 10-8-2015 College U R Election, 14-8-2015 Sickle Cell Check-up & Poster Presentation (NSS)
3 rd week 17.8.15 to 22.8.15	18.08.2015 Parsi New Year Holiday 17-8-2015 to 20-8-2015 Commerce Association Inauguration
4 th week 24.8.15 to 31.8.15	29.08.2015 Rakshabandhan Holiday & 30.08.2015 SUNDAY 30-8-2015 Women's cell lecture, 26-08-2015 World Ozone Day
K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI <i>September 2015</i>	
Academic Calendar: 2015-16	
1 st week 1.9.15 to 5.9.15	3-9-2015 Career Guidance, 5-9-2015 Teachers Day (NSS) 1-9-2015 to 12-9-2015 Repeater Term End Exam
2 nd week 7.9.15 to 12.9.15	7-9-2015 Competitive Exam Guidance 8-9-2015 Blood Donation (NSS)
3 rd week 14.9.15 to 19.9.15	17.09.2015 Ganesh Chaturthi Holiday
4 th week 21.9.15 to 26.9.15	25.09.2015 Bakri Id Holiday 22-9-2015 Alumni Association Get together
5 th week	

28.9.15 to 30.9.15	
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K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>October 2015</i>
Academic Calendar: 2015-16		
1 st week 1.10.15 to 3.10.15	2.10.2015 Mahatma Gandhi Jayanti Holiday	
2 nd week 5.10.15 to 10.10.15	8/9/10- 10- 2015 Medical Check-up (First Year) 10-10-2015 to 21-10-2015 Term End Exam	
3 rd week 12.10.15 to 17.10.15		
4 th week 19.10.15 to 24.10.15	22.10.2015 Dussehra & 24.1.2015 Muharram Holiday	
5 th week 26.10.15 to 31.10.15	Diwali Holiday	

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>November 2015</i>
Academic Calendar: 2015-16		
1 st week 2.11.15 to 7.11.15	Diwali Holiday	
2 nd week 9.11.15 to 14.11.15	11.11.2015 To 13.11.2015 Diwali Holiday	
3 rd week 16.11.15 to 21.11.15		
4 th week 23.11.15 to 30.11.15	25.11.2015 Guru Nanak Jayanti Holiday & 29.11.2015 SUNDAY HOLIDAY	

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>December 2015</i>
Academic Calendar: 2015-16		
1 st week 1.12.15 to 5.12.15	1-12-2015, 4-12-2015, 8-12-2015 Extra Mural Lecture Series 1-12-2015 AIDS Awareness	
2 nd week 7.12.15 to 12.12.15	7.12.2015 Kartik Ekadashee Holiday	
3 rd week 14.12.15 to 19.12.15	14-12-2015 to 24-12-2015 Soft Skills Development Programme	
4 th week 21.12.15 to 26.12.15	24.12.2015 Id-A-Milad Holiday & 25.12.2015 Christmas Day Holiday 21-12-2015 to 27-12-2015 NSS Winter Camp	
5 th week 28.12.15 to 31.12.15		

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>January 2016</i>
Academic Calendar: 2015-16		
1 st week 1.1.16 to 2.1.16	5-1-2016 to 8-1-2016 Study tour, 3-1-2015 Savitribai Phule Jayanti	
2 nd week 4.1.16 to 09.1.16	4-1-2016, 6-1-2016, 8-1-2016 Adult Education & Continuing Extension Lectures	
3 rd week 11.1.16 to 16.1.16	11-1-2016 Placement Camp	
4 th week 18.1.16 to 23.1.16		
5 th week 25.1.16 to 30.1.16	26.01.2016 Republic Day Holiday 24-1-2016 to 31-1-2016 Vasant Festival	

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>February 2016</i>
Academic Calendar: 2015-16		
1 st week 1.2.16 to 6.2.16		
2 nd week 8.2.16 to 13.2.16	10.02.2016 K.V.N.Naik Arts & Commerce College, Dindori Foundation Day	
3 rd week 15.2.16 to 20.2.16		
4 th week 22.2.16 to 29.2.16	28.02.2016 SUNDAY	

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>March 2016</i>
Academic Calendar: 2015-16		
1 st week 1.3.16 to 5.3.16		
2 nd week 7.3.16 to 12.3.16	7.03.2016 Mahashivratri Holiday, 8-3-2016 Women's Day	
3 rd week 14.3.16 to 19.3.16		
4 th week 21.3.16 to 26.3.16	25.03.2016 Good Friday & 26.03.2016 Shivaji Maharaj Jayanti Holiday	
5 th week 28.3.16 to 31.3.16		

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		<i>April 2016</i>
Academic Calendar: 2015-16		
1 st week		

1.4.16 to 2.4.16	
2 nd week 4.4.16 to 9.4.16	8.04.2016 Gudi Padwa Holiday
3 rd week 11.4.16 to 16.4.16	14.04.2016 Dr. Babasaheb Ambedkar Jayanti & 15.04.2016 Ramnavami Holiday
4 th week 18.4.16 to 23.4.16	19.04.2016 Mahavir Jayanti Holiday
5 th week 25.4.16 to 30.4.16	

K.V.N.NAIK ARTS & COMMERCE COLLEGE, DINDORI		May 2016
Academic Calendar: 2015-16		
1 st week 2.5.16 to 7.5.16		
2 nd week 9.5.16 to 14.5.16		
3 rd week 16.5.16 to 21.5.16	21.05.2016 Buddha Purnima Holiday	
4 th week 23.5.16 to 28.5.16		
5 th week 30.5.16 to 31.5.16		

➤ Note:

- Dates of Staff and LMC meetings are tentative. These dates may change as per the decision of the Management or Principal Authority.
- Staff meeting will be held one in each month.

Signature of the Head

Best Practice I

1. Title of the practice: Office Automation

2. Goals :

- To understand the significance of education in general and higher education in particular, in terms of the use of ICT.
- To create a culture of learning and self-improvement among staff and students.
- To aware of developments in specific subjects related to ICT

3. Context:

- The college was established in 2000 with the vision “**DURITANCHE TIMIR JAO**” (an idea from the great “**Pasaydan**” that leads the downtrodden and backward sections of the society from ignorance to knowledge.) The college focuses on education for tribal and provides a platform to link them with the mainstream culture. Around 70 percent students are from tribal community.
- We connect our students with the current changes and developments in various fields, it becomes essential to provide an adequate exposure of ICT tools to them to create the culture of self-learning. The college particularly aims at making the administrative activities and teaching learning process more effective and efficient through the use of ICT.
- The college has ensured the automation of administrative and library operation using “Vrudhi Software” for various processes.
- Library is connected to the “Vridhi” for its various daily transactions.

4. Practice:

- The college has sufficient computers and printers with broadband internet facility and UPS backup facility to ensure the improvements in administrative work and teaching learning activities as well.
- The “Vrudhi software” helps the college authorities to have automation of the accounts, admission procedure, library operation, examination operations etc. This has helped a lot for faster administration of the college.
- The adequate number of computers with internet facility has been provided to the faculty and students to collect the information. The language lab is completely dedicated for the same purpose.
- The LCD projectors have been installed to improve the effectiveness and efficiency of the teaching learning process.
- Library is updated with two computers for the use of students

5. Evidence of Success :

- Prior to the said practice day to day administrative operations were carried out through the manual process. After automation and installation of the required software the work of library, office, admission process, examination etc. has become faster and more efficient. The budget, expenditure and audit procedure has become easier with the help of the system generated reports.
- Due to the minimum access to the ICT tools our students were not much aware of various technological devices. But after the said practice students are aware of the ICT tools and their handling. They have implemented it even for their learning. The faculty has been implementing the tools for effective teaching and research work.

6. Problem encountered and resources required

- Initially the college faced many problems for the implementation of new automated system. It took much effort to re-engineer the system or to convert the system from manual to computerized operations. The college has taken help of the experts and arranged workshops for the staff and students.

Best Practice II

1. Title of Practice: Counseling for students

2. Goal:

- To solve the problems of the students, regarding admissions, fees and examinations.
- To help slow learners to improve their performance in curricular and co-curricular activities
- To minimize the dropout rate
- To make them aware of the approaching the communities approach
- To make them aware of the current developments in various fields
- To orient students towards de-addiction
- To aware students about HIV and other diseases
- To orient students towards the value of work culture
- To make students aware about the social responsibilities
- To orient students about superstitions
- To create the responsible citizens for the vision 2020

3. The Context:

- As our college is located in the tribal area students from remote villages face several problems regarding admission, fees, hospitability, hostel, etc. They also need guidance and cooperation to continue learning. The major occupation of the families of our students is agriculture and pesentry. And due to poverty and lack of education in families our students are superstitious. Many of our students do not know about the current development in the various fields. Dindori and Peth tahsil of Nashik Districts are declared

as Sickle-Cells Zone. Our students although live in hostels or their home do not know much about healthy food habits. Due to poverty and lack of education under age marriages of girls happen quite frequently. Due to which it is impossible for such girls to continue their education further.

- Hence we orient our students to live a better life and earn at least for the livelihood.

4. The Practice:

- The Counseling cell of the college is very keen in providing solution to the above problems. It manages lectures and other programs regarding the problems mentioned above. Regular activities in NSS and Students council also help in this regard. A senior professor and GS of the college coordinate the activities of the counseling cell. We motivate and encourage the students to participate in the process of solving their problems. We have created a culture of effective orientation by which almost all the staff including teaching and non-teaching participates in the cell actively. The career guidance is also provided. And hence it is important for us to check our students' health regularly. To cite a few examples of orientation and awareness we had even arranged a lecture of late. Narendra Dabholakar (President, ANIS (Andhashradha Nirmulan Samiti)). We also arrange blood donation camps by which we can check whether our students are suffering from diseases like Sickle-Cells. By the activities of Adult Education and Extension Activities and Lecture Series of Various kind we arrange lectures of eminent people from various fields.

5. Evidence of Success:

- It has helped the students to choose proper courses, perform better and participate in various activities. The problems of superstitions and early marriages of girls are decreasing day by day. It helps students to live better and to have good food habits. They have sought good employment opportunities. The girls are specifically benefited. The dropout rate is very low.