

*The BGE Society's*  
*Smt. L.R.T. College of Commerce, Akola*  
**ANNUAL QUALITY ASSURANCE REPORT**  
**2015-16**

*Submitted to*  
*NAAC Bangalore*

**TRACK ID- MHCOGN10486**

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***Smt. L. R. T. College of Commerce, Akola***

***ANNUAL QUALITY ASSURANCE CELL REPORT***

***2015-2016***

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***Smt. Laxmibai Radhakisan Toshniwal  
College of Commerce, Akola – 444001***

***(Maharashtra State)***

***Re-accredited with 'A' Grade by NAAC***

**TOWARDS EXCELLENCE IN COMMERCE EDUCATION**

**Vision**

***“To Become One Of The Best Educational Institutions  
In The Country By Attaining Excellence  
In Commerce Education”***

**Mission**

***“To Integrate With The Indian Educational Service Group  
By Propagating Value Based Education  
And  
Preparing Pupil For Initiation Into A Higher Life By  
Associating Them With The Natural, Social And Cultural  
Environment***

**Smt. L. R. T. College of Commerce, Akola**

**Goals and Objectives**

*The Goals and Objectives of the Institution are-*

- 1. To improve the quality of commerce education through sustained effort towards attaining excellence*
- 2. To develop a human person with desirable abilities, proficiencies, attitudes, values and qualities of self confidence and creativity*
- 3. To develop culturally conscious individuals with pride in the country and the desire contribute to its development as good citizen of the country*
- 4. To kindle the desire for preserving and promoting democracy, secularism, equality, social justice and ethics*
- 5. To make students competent enough to be self reliant*
- 6. To develop sound physical health and fitness for undertaking physical activities demanding dexterity, diligence and hard work*
- 7. To assess the students in acquiring the ability of problem solving, decision making, and facing the unforeseen situations*
- 8. To promote a sense of self respect and dignity among the weaker sections of the society*
- 9. To build up financial self sufficiency by undertaking academic and allied programmes and resource generating services*
- 10. To achieve high learning standards for preparing a sound educational base for pursuing higher education*
- 11. To become a component of Indian Educational Service Group having a competitive edge to confront the challenges of higher education*

**Smt. L. R. T. College of Commerce, Akola**

**Internal Quality Assurance Cell**

**2016-17**

1	<i>Principal Dr. S.G.Chapke</i>	-	<i>Chairman</i>
2	<i>Dr. R.B. Heda</i>	-	<i>Representative of Management (President, B.G.E. Society, Akola)</i>
3	<i>Adv. Motisingh Mohota</i>		<i>Representative of Local Society (Hon. Secretary , B.G.E. Society, Akola)</i>
3	<i>Shri R.R. Golechha</i>	-	<i>Representative of Alumni</i>
4	<i>Shri V.R. Panpaliya</i>	-	<i>Representative of Industry</i>
5	<i>Dr. Ashalata Raman</i>	-	<i>Representative of Teaching staff</i>
6	<i>Dr. T.G. Mirge</i>	-	<i>Representative of Teaching staff</i>
7	<i>Dr. M.C. Dabre</i>	-	<i>Representative of Teaching staff</i>
8	<i>Dr.Varsha S. Sukhadeve</i>	-	<i>Representative of Teaching staff</i>
9	<i>Shri V.M. Jaipelley</i>	-	<i>Representative of Non-Teaching staff</i>
10	<i>Dr. Y.K. Agrawal</i>	-	<i>Coordinator, IQAC</i>

**The B.G.E. Society's**  
**Smt. L. R. T. College of Commerce, Akola**  
**Quality Circles**  
**2015-16**

To sustain and enhance the quality and to expedite the activities of IQAC, quality circles for seven criteria are formed to go ahead for betterment of tomorrow. As it is our mission to excel in all activities of the college, the members of quality circles will contribute to achieve it. IQAC hopes that the staff members with team spirit are going to be pioneer in the field of education by generating innovative ideas in the development of institution. Ideas make work interesting, institutional devotion will lead us to achieve excellence in all activities of the college. Quality circles formed in the staff meeting of IQAC are as under-

**1. Curricular Aspects-**

- a. Prof Dr. A.L.Raman
- b. Prof. Dr. T.G.Mirge

**2. Teaching, Learning & Evaluation-**

- a. Prof. Dr.J.H.Lahoti
- b .Prof. Dr.M.C.Dabre
- c .Prof.Dr.N.N.Chotiya

**3. Research, Consultancy, &Extension-**

- a .Prof. Dr. V.S.Sukhadeve
- b. Prof. Dr. V.K.Mishra

**4. Infrastructure and Learning Resources-**

- a. Prof. A.L.Kale
- b. Prof. Dr.Y.K.Agrawal
- c. Prof.Dr.J.R.Maheshwari

**5. Student Support & Progression-**

- a.Prof.Dr. J.M.Kale
- b.Prof.Dr.D.V.Ingle
- c.Prof. A.M.Tirkar
- d.Prof.Dr.S.D.Damodhare

**6. Governance and Leadership-**

- a. Prof.Dr. G.G.Gondane
- b. Prof. R.L.Yeul
- c .Shri Vijay Kumar Jaipilley

**7. Innovative Practices-**

- a. Prof. Dr. A.S.Khedekar
- b.Prof.Dr.S.D.Damodhare
- c.Prof.Dr.H.B.Baidwaik

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

## Part – A

AQAR for the year

2015-16

### I. Details of the Institution

1.1 Name of the Institution

**SMT. LAXMIBAI RADHAKISHAN  
TOSHNIWAL COLLEGE OF COMMERCE**

1.2 Address Line 1

**RATANLAL PLOT**

Address Line 2

**CIVIL LINES**

City/Town

**AKOLA**

State

**MAHARASHTRA**

Pin Code

**444001**

Institution e-mail address

**lrtcc@rediffmail.com  
lrt206@sgbau.ac.in**

Contact Nos.

**09422860394  
09822733021**

Name of the Head of the Institution:

**DR. SHRIPRABHU  
GULABRAO CHAPKE**

Tel. No. with STD Code:

**0724-2400197  
0724-2457224**

Mobile:

**09422860394  
09822733021**

Name of the IQAC Co-ordinator:

**Mr. Yogesh K. Agrawal**

Mobile:

**09881063987**

IQAC e-mail address:

profyogesh@rediffmail.com

1.3 NAAC Track ID

MHCOGN10486

OR

1.4 NAAC Executive Committee No. & Date:

EC(SC)/14/A&A/13.3 , Date: 29/03/2016

1.5 Website address:

www.smtlrcc.org

Web-link of the AQAR:

http://smtlrcc.org/AQAR-2015-16.pdf

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	79%	2004	2009
2	2 <sup>nd</sup> Cycle	A	3.02	2010	2015
3	3 <sup>rd</sup> Cycle	A	3.03	2016	2021

1.7 Date of Establishment of IQAC:

18/04/2006

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- AQAR 2010-11 submitted to NAAC on **26/12/2011**
- AQAR 2011-12 submitted to NAAC on **02/02/2013**
- AQAR 2012-13 submitted to NAAC on **05/04/2014**
- AQAR 2013-14 submitted to NAAC on **28/01/2015**
- AQAR 2014-15 submitted to NAAC on **10/12/2015**

1.9 Institutional Status

University

State

NA

Central

NA

Deemed

NA

Private

NA

Affiliated College

Yes

√

No

Constituent College

Yes

NA

No

NA

Autonomous college of UGC

Yes

NA

No

NA



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)

Nil

#### 1.11 Name of the Affiliating University (*for the Colleges*)

SANT GAGE BABA AMRAVATI  
UNIVERSITY, AMRAVATI

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

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

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers and Principal	<input type="text" value="06"/>												
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>												
2.3 No. of students	<input type="text" value="00"/>												
2.4 No. of Management representatives	<input type="text" value="01"/>												
2.5 No. of Alumni	<input type="text" value="01"/>												
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>												
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>												
2.8 No. of other External Experts	<input type="text" value="00"/>												
2.9 Total No. of members	<input type="text" value="11"/>												
2.10 No. of IQAC meetings held	<input type="text" value="06"/>												
2.11 No. of meetings with various stakeholders:	<table border="0"> <tr> <td>No.</td> <td><input type="text" value="05"/></td> <td>Faculty</td> <td><input type="text" value="03"/></td> </tr> <tr> <td>Non-Teaching Staff</td> <td><input type="text" value="02"/></td> <td>Students</td> <td><input type="text" value="03"/></td> </tr> <tr> <td>Alumni</td> <td><input type="text" value="03"/></td> <td>Others</td> <td><input type="text" value="03"/></td> </tr> </table>	No.	<input type="text" value="05"/>	Faculty	<input type="text" value="03"/>	Non-Teaching Staff	<input type="text" value="02"/>	Students	<input type="text" value="03"/>	Alumni	<input type="text" value="03"/>	Others	<input type="text" value="03"/>
No.	<input type="text" value="05"/>	Faculty	<input type="text" value="03"/>										
Non-Teaching Staff	<input type="text" value="02"/>	Students	<input type="text" value="03"/>										
Alumni	<input type="text" value="03"/>	Others	<input type="text" value="03"/>										
2.12 Has IQAC received any funding from UGC during the year?	<table border="0"> <tr> <td>Yes</td> <td><input type="text"/></td> <td>No</td> <td><input type="text" value="√"/></td> </tr> </table>	Yes	<input type="text"/>	No	<input type="text" value="√"/>								
Yes	<input type="text"/>	No	<input type="text" value="√"/>										
If yes, mention the amount	<input type="text" value="Nil"/>												
2.13 Seminars and Conferences (only quality related)													

(i) No. of Conferences by the IQAC:

Total Nos.	<input type="text" value="---"/>	International	<input type="text" value="---"/>	National	<input type="text" value="---"/>	State	<input type="text" value="---"/>	Institution Level	<input type="text" value="---"/>
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(ii) Themes

NA
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#### 2.14 Significant Activities and contributions made by IQAC

- 1) Activated seven quality circles of the institution to function as per guidelines provided by NAAC.
- 2) Organized periodic meetings with teachers, administrative staff, alumni and management representative for the smooth working of the institution.
- 3) Prepared Self Study Report and got it approved by management body and submitted to NAAC.
- 4) Encouraged teachers for writing research papers, to submit minor & major research projects, publishing books and to attend conferences and seminars.
- 5) Faced NAAC for 3<sup>rd</sup> Cycle and received A Grade.

#### 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. No.	Plan of Action	Achievements
1	To submit LOI to NAAC for third cycle.	LOI is submitted to NAAC for facing third cycle.
2	To re-constitute IQAC of the Institution.	IQAC of the institution is re-constituted
3	To constitute NAAC Steering Committee for preparing self study report and to face NAAC	NAAC Steering Committee is constituted, self study report of the five year prepared, submitted to NAAC. Institution faced NAAC for third cycle and received A Grade.
4	To construct language lab.	New language lab. is constructed and started a course 'Communication and Skill Development' for the students of the institution for the duration of one month. Near about 50 students enrolled for this course and successfully completed it.

<b>5</b>	To conduct Yoga classes for students and staff members.	Yoga classes for the students and staff members were conducted throughout the academic session.
<b>6</b>	To prepare budgets of various departments.	Budgets of all the departments prepared and got it approved in the 'Local Management Committee' meeting.
<b>7</b>	To form various committees for the smooth working of the institution.	27 different committees formed for the smooth working of the institution. Teachers and administrative head of the institution are the Co-dinators and members of all the committees.
<b>8</b>	To form language board of English, Hindi and Marathi for promoting communication and writing skills among students and staff.	English, Hindi and Marathi board formed in the institution. Various activities related to development of communication and writing skills among students and staff were organised.
<b>9</b>	To form commerce forum.	Commerce Forum is formed. Commerce Forum made aware students regarding latest development in the field of commerce through guest lectures, field and industrial visits.
<b>10</b>	To arrange for placement activities though industrial linkage and placement cell.	Placement activities for students were arranged through industrial linkage and placement cell.
<b>11</b>	To promote research activities among teaching staff members.	Teachers were encouraged to write research paper for peer reviewed journals and conference proceedings. Duty leave granted to teachers to attend nation and international conferences and seminars.

<b>12</b>	To felicitate students and staff of the institution for their achievements.	Students and staff of the institution were felicitated in felicitation programme for their outstanding performance throughout the year.
<b>13</b>	To promote cultural and community development activities with the help of NSS and NCC departments of the institution.	Various cultural and community development activities were promoted with the help of NSS and NCC departments of the institution.
<b>14</b>	To active Alumni Association and Parent Teacher Forum of the institution.	Alumni Association and Parent Teacher Forum were activated.
<b>15</b>	To submit AQAR for the academic year 2014-15 to NAAC.	AQAR for the academic year 2014-15 prepared and submitted to NAAC.
<b>16</b>	To purchase additional books for the library of the college.	807 new books costing ` 1,60,258 purchased during the year in a central library of the college.
<b>17</b>	To activate seven quality circles of the college in order to enhance quality in each activity of the institution as per NAAC parameters.	All the seven quality circles of the institution organised various activities as per NAAC parameters for enhancing and sustaining the quality in higher education.
<b>18</b>	To strengthen ICT learning resources of the college.	Two smart boards were purchased for strengthened the ICT learning resources of the institution.
<b>19</b>	To develop infrastructure of the college.	College premises white-washed and repairs of building done.
<b>20</b>	Various cells such as Remedial Coaching Center, NET/SET Guidance Center, Career & Counseling Guidance Cell, Competitive Examination Guidance Cell, and Guidance for entry in Service Cell etc. will be continued.	Special classes for the students were conducted under the agies of Remedial Coaching Center, NET/SET Guidance Center, Career & Counselling Guidance Cell, Competitive Examination Guidance Cell, and

		Guidance for entry in Service Cell.
<b>21</b>	It is proposed to strengthen the practice of maintaining the students' progression record as it will enable to know the progress of the students-for this a continuous monitoring process shall be evolved by Students Support and Progression Quality Circle in coordination with Teaching, Learning and Evaluation Quality Circle. It is proposed to continue the practices of Welcome and Farewell of the students in the beginning and the end of the session respectively. Students 'Editorial Board' for wall magazine is proposed to be formed as regular feature.	All the proposed activities has been carried out by 'Student Support and Progression Quality Circle' in the academic year.
<b>22</b>	It is proposed to make further efforts to facilitate effective methods, aids and techniques of teaching /learning programmes.	Efforts were made to facilitate effective methods, aids and techniques of teaching/ learning programmes.
<b>23</b>	It is proposed by the Department of Library and Information Science to organize Books Exhibition.	Books exhibition was organised by the Department of Library and Information Science.
<b>24</b>	It is proposed to continue remedial courses in English and Accountancy.	Remedial Courses in English and Accountancy were conducted.
<b>25</b>	It is proposed to continue UGC granted coaching centers for competitive & NET/SET exams.	UGC granted coaching classes for competitive & NET/SET exams were conducted.

*\* Attach the Academic Calendar of the year as Annexure. (Annexure I: Academic Calender)*

## Part – B

### Criterion – I

#### I. 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	01	--	--	--
M.Phil	01	--	01	--
PG	03	--	02	--
UG	01	--	01	--
PG Diploma	04	--	04	--
Advanced Diploma	04	--	--	04
Diploma	04	--	--	04
Certificate	04	--	01	05
Others		--		
<b>Total</b>	<b>22</b>	<b>--</b>	<b>09</b>	<b>13</b>

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Vocational	00
Trimester	--
Bi- Annual	01
Annual	18

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.

1. Syllabus is framed & updated by university from time to time.  
Our Faculty (BOS members) participated in framing syllabus .
2. Internal Assessment marks are introduced for every subject.
3. IT related subjects are inculcated in the curriculum.

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
23	13	10	NIL	NIL

2.2 No. of permanent faculty with Ph.D.

18

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
Nil	03	Nil	Nil	Nil	Nil	Nil	Nil	Nil	03

2.4 No. of Guest and Visiting faculty and Temporary faculty

07	20	48
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## 2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	University level
Attended	18	07	01	15
Presented papers	13	06	NA	NA
Resource Persons	01	NA	NA	02

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

- The use of modern multi-media teaching aids like LCD, CD-ROMs and computer systems are usually employed in computer-lab instructions as well as other student learning experiences.
- In departments, computer based packages are used to elucidate abstract knowledge and virtual instrumentation through computer animation.
- The students are also encouraged to use computer software packages for meaningful analysis of the experimental data collected/acquired by them. in learning process.
- In the last five years, many teachers have developed ICT enabled course material. Many departments are supplied with audio-visual teaching aids which are also used to teach students .
- Learner centered activities, like participative learning, interactive sessions, student seminars, case studies, project work, assignments, problem solving exercises, practical – field work are followed.

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, Double Valuation, Photocopy, Online Multiple Choice Questions)

NA

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

Board of Study Members	Faculty	32(5)
05	01	02

## 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 %
	NA	NA	NA	NA	NA	NA

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

Teaching learning and Evaluation quality circle is established in institution. Through this quality circle IQAC promotes the below mentioned activities to contribute, monitor and evaluate the Teaching & Learning process.

1. Academic Calendar and Administrative Calendar are prepared, circulated and displayed in the beginning of the academic session.
2. Class wise subject time table is prepared
3. Separate time table for computer practical is prepared.
4. Teachers act as guides for preparing project report.
5. Regular class tests are conducted.
6. Term end examination is conducted.
7. Remedial classes are conducted for weak students.
8. Assignments of each subject are given.
9. Group discussion and presentation of the students is taken by all subject teachers.
10. Internal marks are allotted on the basis of class test, group discussion & presentation and assignments.
11. Academic diary is maintained by the teachers.
12. Feed-back from students for the teachers is also collected in order to enhance the quality of education.
13. Industrial and field visits of the students are taken.
14. Student- Interaction Committee is formed every year to acquaint the students with various activities of the college, which are proposed to conduct for the students throughout the year. It makes convenient to students to participate in the activities in the area of interest such as Sports, N.C.C., N.S.S., Cultural activities etc. This Committee acts as a source of talent search in the youth of the college apart from the formal education.

- 15.** Language board in English, Hindi and Marathi and formed and various activities are conducted for the students to enhance their communication and writing skills.
- 16.** Students are encouraged to participate in many activities which have social and civic approach viz. staging street play and delivering speeches of social awareness. The local civic or social organizations are rewarding such students of the college. These achievements are because of the dedication of the people who are totally engrossed with the work culture of the college. Students have regularly participated in curricular, co-curricular and cultural activities on national, state and university level, under the guidance of their respective teachers and the students were awarded by the competent authority.
- 17.** College teachers are adopting effective techniques of teaching in their teaching methods viz. case studies, analysis, works experience, project analyzing method, presentation method along with lecture method. M.Com IV Semester Students have viva- voce and project report as a part of curriculum so as they enrich the knowledge of different subjects in the commerce field.
- 18.** E-resources of learning are made available to the students. In the college there is a separate furnished Computer Lab., as well as internet facility is made available to the students and teachers
- 19.** Faculties follow the self-appraisal method to evaluate the performances through Performance based Appraisal System with the evaluation of Placement Committee and observations by the Principal.
- 20.** Feedback mechanism has been devised in the institute and overall feedback is taken from the students regarding their opinion of the teacher. The department wise feedback analysis is also taken from the students. Further, teachers are asked to act upon and overcome the weaknesses stated in the feedback to improve the quality of teaching.
- 21.** Students are informed evaluation processes in advance. College examination, assignment and seminar presentation are the effective methods to know the overall performances of the students in their studies applied by the institution.
- 22.** Interaction with the students, teacher and parents is a novel activity initiated by the college with an intention to inform the students and parents about the extra curricular and co-curricular activities of the college as well as teachers also acquainted with the students' interest, hobbies and their achievements.
- 23.** Industrial Visits and Educational Tours, and visit to the service sector organization are the regular features and part of teaching/learning. The students are asked to prepare the reports on visited organizations.

24. Annual Teaching Plans are prepared by the teachers as a part of systematic and right direction to teaching.
25. Faculty maintains a record of teaching, meetings attended, participation in various activities etc. in an academic dairy.

#### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefited
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD programmes	---
Orientation programmes	01
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	09
Others:	06

#### 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	24	07	--	--
Technical Staff			---	---

## **Criterion – III: Research, Consultancy & Extension Quality Circle**

### **Introduction:**

The Research, Consultancy & Extension Quality Circle of the IQAC ceaselessly strives to propagate and encourage research culture among the teachers and the students as well as this quality circle responsive towards the community need and it inculcate the value system in students. This quality circle encourages the students to participate in the co-curricular, extra-curricular, extension and academic activities for value inculcation and integration with the following goals and objectives.

### **Goals and Objectives:**

- 1) To inculcate the research culture among the teacher and student.
- 2) To enable the teacher to translate theoretical knowledge into action.
- 3) To develop scientific thinking and acquire research skills through higher Education.
- 3) To training and designing a project planning and its execution.
- 5) To encourage staff and students to pursue M. Phil / Ph.D. Programme undertake Minor and Major Research Projects.
- 6) To organization of State / National / International Level Conferences, Seminar and Workshops.
- 7) To facilitate the student community to acquire knowledge of research.
- 8) To encourage the teachers for books publication, research articles and research Papers in various recognized journals.
- 9) To develop the potential of collaboration and linkages with the Local / State / National / International Industries for placements and consultancy networking.
- 10) To value inculcation through various activities such as co-curricular, extra Curricular, extension and academic activities etc.
- 11) To avail the research facilities to weaker section and to make them competent in the era of globalize competition.
- 12) To develop individuals ignited with the zeal of cultural and pride in the Country and to inculcate in them fine intricacies of a good citizen.

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

The Research, Consultancy & Extension Quality Circle of the IQAC ceaselessly strives to propagate and encourage research culture among the teachers and the students as well as this quality circle responsive towards the community need and it inculcate the value system in students. The initiatives of the IQAC in Sensitizing and promoting research climate in the institution can be elaborated as follows

1) A separate department named a 'Department of Management Studies and Research' is functioning in promoting research work among the students and teachers.

2) All types of literature such as books, desertions, and thesis and project reports are made available for the research work.

3) Computer, internet and printing facility is provided for the purpose of the research

4) To encourage staff and students to pursue M. Phil / Ph.D. Programme undertake Minor and Major Research Projects.

5) Teachers are encouraged to write research papers in peer-reviewed research journals and to right book.

6) Duty leave is granted to teachers for attending workshops and conferences.

### 3.2 Details regarding major projects

	Ongoing	☒ Sanctioned	Proposal Submitted
Number	02	02	05
Outlay in Rs. Lakhs	7,51000+769000= 15.20	15,20,000=15.20	96.36 Lakh

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned
Number	02	-	-
Outlay in Rs. Lakhs	135500=1.36	-	-

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	09	03	-
Non-Peer Review Journals	10	02	-
e-Journals	03	-	-
Conference proceedings ISBN/ISSN	10	12	-

### 3.5 Details on Impact factor of publications:

Range: 0.715 To 3.67

### 3.6 Regarding fund sanctioned and received from various funding agencies, Industry and other originations:

Nature of the project	Duration year	Name of the funding Agency	Total grant Sanctioned in Rs.	Received
Major Projects (Two)	2014-2015 & 2015-16	UGC	i) 7,51,000 ii) 7,69,000	----- -----
Minor Projects	2015-16	UGC	i) 65500	-----
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other (Specify)	-	-	-	-
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	-	-	-	-	-
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

i) Proctor & Gamble India, Ltd. ii) MOU ( My Job ) , Akola iii) Leben Laboratories Pvt. Ltd  
 iv) Syntel inc., Mumbai v) Tata Tele Services, Pune v) Q.E.D enabled Services, Pune vi)  
 Hinduja Services, Pune vii) Mphasis , Pune viii) Eureka Forbes, Mumbai

3.15 Total budget for research for current year in lakhs:

From funding agency       From Management of University/College

Total



3.16 No. of patents received this Year:

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialized	Applied	Nil
	Granted	Nil

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
04	01	02	-	-	01	-

3.18 No. of faculty from the Institution

who are Ph. D. Guides

17

And students registered under them

64

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

Nil

SRF Nil

Project Fellows

Nil

Any Other

Nil

3.21 No. of students Participated in NSS events:

University level	09	State level	01
National level	Nil	International level	Nil

3.22 No. of students participated in NCC events:

University level	Nil	State level	02	
National level	06	International level		Nil

3.23 No. of Awards won in NSS:

University level	Nil	State level	01
National level	Nil	International level	Nil

3.24 No. of Awards won in NCC:

University level	Nil	State level	04
National level	01	International level	Nil

3.25 No. of Extension activities organized

University forum	-	College forum	04	NCC	05
NSS	06	Any other	-		

i) Tree Plantation	i) Blood Donation	ii) One Day Meal to Suryodaya Ashram
ii) Blood Donation	iii) Tree Plantation	iv) State Level RD
Parade on Republic Day		

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

#### **Activities of NSS Unit of the Institution**

1. 50 NSS volunteers visited 'Orphan House' and distributed fruits and stationery to the orphan children.
2. Tree plantation was done by the NSS volunteers' through-out the rainy season.
3. Sadbhawana Din, International Literacy Day, World AIDS Day and National Integration day was observed.
4. Teacher's day was celebrated with great zeal and enthusiasm by NSS Volunteers.
5. Voters' awareness workshop was organised.
6. Cleanliness Drive Rally was organised on occasion of Mahatma Gandhi's birth anniversary.
7. National Integration day Rally was organized.
8. A workshop on Dr. Babasaheb Ambedkar's Economic Thought was organised.
9. An Exhibition on 'Water Supply and Cleanliness' was organised.
10. N.S.S. Volunteers participated in rally organized by District Administrator.
11. Blood donation and health checkup camp was organised.
12. N.S.S. Volunteers participated in 'Safe Driving' Campaign organised by District Traffic Police.
13. A special camp of NSS was held at Kumbhari Village between 16th Dec., to 23<sup>rd</sup> Dec., 2015 with a mission to uplift the life of Villagers and to understand the agony of rural area.
- 42) Mr.Ajay Mankar, Mr.Prafull Zamre and Mr. Pratik Gadge attended training camp on disaster preparedness 'Avhan' during 30th May to 03<sup>rd</sup> June, 2015 at S.N.D.T. College, Mumbai.
- 14) Ku. Nikita Gawande, Ku. Pooja Hiwrale, Mr. Swapnil Khoje, Mr. Ajay

Mankar and Ku. Ashwini Ingle participated in two days Pre-RD Parade (University Level Camp) from 31<sup>st</sup> August to 1<sup>st</sup> September 2015 at Amravati University.

15) Ku. Nikita Gawande and Ku. Ashwini Ingle also participated in the State level Pre-RD Parade Camp selection at Swami Ramanand Teerth Marathwada University, Nanded from 09<sup>th</sup> to 11<sup>th</sup> September 2015. Ku. Nikita Gawande and Ku. Ahwini Ingle participated in N.S.S. West Zone Pre-Republic Day Parade Camp at R.T.M. Nagpur University, Maharashtra from 08<sup>th</sup> Oct. to 17<sup>th</sup> Oct. 2015.

16) Ku. Nikita Gawande attended the State Republic Day Parade Camp organized by N.S.S. Cell in joint collaboration of Mumbai University and Department of Higher and Technical Educaion, Government of Maharashtra from 17<sup>th</sup> to 26<sup>th</sup> January 2016 at Vidyanagari,Santacruz (E), Mumbai. She also participated in R.D.Parade at Shivaji Park, Mumbai on 26<sup>th</sup> January 2016.

17) Ku. Ashwini Ingle was selected on University Level “Utkarsha Camp” from 5<sup>th</sup> to 7<sup>th</sup> Feb. 2016 at Mahatma Phule Krishi Vidyapeeth Rahuri, District Ahmednagar.

18) Mr. Sagar Mishra, Mr. Sachin Jadhav, Mr. Shubham Babhulkar actively participated in three days workshop on “Youth Character Building and Personality Development” held at Shri Sant Gajanan Maharaj college of Engineering, Shegaon. It was organized in joint collaboration with Swami Vivekananda study Centre, S.G.B.A.U,Amravati and Sant Gajanan Maharaj College of Engineering, Shegaon during 2<sup>nd</sup> to 4<sup>th</sup> October 2015.

19) Mr. Rohit Wadekar, Mr. Sachin Jadhav, Mr. Vishvajeet Deotode participated in the “6<sup>th</sup> Bharatiya Chhatra Sansad” organized by MAEER’S MIT School of Government, Pune and Bharatiya Chhatra Sansad Foundation from January 27<sup>th</sup> to 30<sup>th</sup> January 2016.

- 20) Ku. Kavita Lenekar and Ku. Payal Chatarkar have participated in two days university level “Women Empowerment Workshop” organized by N.S.S. Department of S.G.B. Amravati University on 24<sup>th</sup> Jan-25<sup>th</sup> Jan. 2016.
- 21) Ku. Komal chatarkar and Mr. Vivek Thote have participated in two days University levelin “Youth Leadership Workshop” organized by N.S.S. Department of S.G.B. Amravati University on 11<sup>th</sup> Jan-12<sup>th</sup> Jan. 2016.
- 22) Ku. Poonam Band has been awarded first prize in “Poster Presentation” of the “Digital India Week” observed during 7<sup>th</sup> to 14<sup>th</sup> Dec. 2015 in the Smt L.R.T.College of Commerce, Akola.

### **Activities of NCC Department of the Institution**

1. On the celebration of Golden Jubilee Year function of college on 22<sup>nd</sup> August 2015 Cadet’s gave “Guard of Honour” to Hon’ble Cabinet Minister Shir. Eknathji Khadse.
2. Lt. Anil M. Tirkar selected as a coach of Kabddi team of Amravati Group at state level during 06<sup>th</sup> September 2015 to 16<sup>th</sup> September 2015.
3. Superintendent of Police Shir. Chandrakishor Meena shares his views with NCC Cadet’s in the occasion of “Road Security Drive” on 09 January 2016 of college.
4. 10 SD Cadet’s selected in Local RD Parade on 26 January 2016.
5. Cadet’s participated in “Punarjagran Programme” on the occasion of “Pandit Dindayal Upadhaya” Golden Jubilee birth anniversary programme organised at Collector Office, Akola.
6. ‘B’ Cert examination was held in college campus on 07 February 2016. Total 199 Cadet’s appeared in this examination.
7. NCC Cadet’s visited Gyan hub, Akola on 11 February 2016.
8. SW Cadet’s provided their helping hand to the blind students of “Kshitij Foundation, Akola” as a writer in their final examinations.

### Activities of Commerce Forum of the Institution

1. Commerce forum organized a Seminar on 'Product Familiarization' to impart the knowledge on 'Launching of New Product in market, Marketing Policy, Branding Policy, Customer Segmentation through the webcast for students of the college.
2. A programme of an elocution competition on Opportunity through Digital India and Electronic Media in commerce was held under the aegis of commerce forum
3. Commerce Forum took initiative in organizing a workshop entitled "Consumer Awareness and Financial Literacy", as per the directions received from Department of Higher and Technical Education, Government of Maharashtra, Mumbai.
4. The commerce forum organized a seminar on "Investment Opportunities and Tax Planning" Guest Mr. Ganesh Panpalia and Mr. Manpreetsingh Gandhi unveiled the avenues available in area of Capital Asset Management, Mutual Funds and Insurance Sector.

### Creterion IV. Infrastructure and Learning Resources:

#### 4.1 Details of Increase in Infrastructure Facilities:

Facilities	Existing	Newly Created	Source of Fund	Total
Campus Area	2.5 Acre	----	----	2.5
Class Rooms	21	----	----	21
Laboratories (Computer and Language)	02	01 (Language Lab.)	----	03
Seminar Halls (including Auditorium)	02	----	----	02
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year	75	08		73
Value of the equipment	----	7,40,525	Non-Salary	----

purchased during the year (Rs. in Lakhs)			Grant and Tuition Fees	
Others (Furniture)	3257	3,64,250	Non-Salary Grant and Tuition Fees	

#### 4.2 Computerization of administration and library:

Administrative department of the college is fully computerized. Computers are used in admission and administrative work of the college. In this regard special software are purchased. Internet connection, printer, scanner fax machine and photocopy machine are provided to the administrative department for their smooth functioning. Office of the Principal is also fully computerized.

Library of the college is partially computerized. Soul software is used for maintaining the record of the books and other study materials. Computers, printers, scanner and photo copy machines are provided to the library department.

#### Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books & Reference Books	52799	---	835	1,60,258	53606	---
e-books	Provided by N-List	---	Provided by N-List	---	---	---
Journals	54	---	54	---	---	---
e-Journals	Provided	---	Provided	---	---	---

	by N-List		by N-List			
Digital Database	Soul	---	Soul	---	---	---
CD & Video	726	---	---	---	---	----
Others (specify)	---	---	---	---	---	---

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing (Computers)	73	54	73	----	----	07	12	----
Added	02	13	----	----	----	02	---	---
Total	75	67	73	----	----	09	12	---

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

1. Institution is having two computer labs. Two computer networks are developed through thin client system. First computer lab is having 1 server and 22 clients which is used for UG and PG. Second computer lab is having 2 server and 32 clients which is used for Master in Computer Management course.
2. Both the labs are connected through broad band internet.
3. Students are given special IT training through trained computer faculty.
4. IT training is imparted to both teaching and non-teaching staff very year.
5. Internet access facility is provided to all students, teaching and non-teaching staff.
6. MHBTES- Training Programme is conducted for IX & X Teachers.
7. Graphic Designing Course is conducted for the students of the college.



#### 4.6 Amount spent on maintenance in Lakhs (Approximate) :

i. ICT	Rs. 1,77,500
ii. Campus Infrastructure and Facilities	Rs. 3,96,364
iii. Equipments	Rs. 43,644
iv. Others	<u>Rs. 85,155</u>
	<u>Rs. 7,02,663</u>

### Criterion – V : STUDENT SUPPORT & PROGRESSION

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

Student Support & Progression Quality circle is formed and through which all the students are made aware about support services. Prospectus is prepared every year to provide detailed information regarding college. The deserving students of the college are fully supported by the teachers as well as all academic facilities are provided to them. It is only the reason that maximum number of students stood in the merit list of SGBAU Amravati Examination.

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

1) Regular class test are conducted. 2) Term end exam at college level is taken every year. 3) Group discussion and presentation of the students is taken. 4) Students are encourage to participate in NCC, NSS, and cultural activities and sports.

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

UG	PG	Ph. D.	Others
1879	266	64	--

(b) No. of students outside the state

07

(c) No. of international students

Nil

No	%
983	45.82

Men

No	%
1162	54.17

Women

Last Year						This Year 2015-16					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physicall y Challeng ed	Total
-	-	-	-	---	-	1096	206	22	813	08	2145

**Demand ratio - 3:4**

**Dropout %- UG- 9.75 % - PG- 25.28 %**

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

As per UGC guidelines under twelfth five year Plan College has formed two cells, namely coaching for entry in services for MPSC & Banking examinations and NET/SET exam guidance centre. This cell provides coaching to students for competitive examinations.

No. of students beneficiaries

103

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 counselling and career guidance:-

Students counselling & placement cell is formed at college level. Though this cell students are given counselling and career guidance. Through this cell guest lecturers of five guest counsellors were organized in the session. In addition to this all the PG teachers provides counselling & career guidance to the students throughout year.

No. of students benefited

88

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
02	120	01	07

#### 5.8 Details of gender sensitization programmes:-

Our institution aims at to identify the developmental dimensions to providing opportunities for women in the organization for their growth and also aspects hindering women's advancements in the institution as well as in the Society.

#### 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(Rs.)
Financial support from institution	NA	NA
Financial support from government	1049	25,40,965
Financial support from other sources	NA	NA
Number of students who received International/ National recognitions	NA	NA

#### 5.11 Student organized / initiatives

Fairs : State/ University level NIL National level NIL International level NIL

Exhibition: State/ University level    NIL    National level    NIL    International level  
NIL

5.12 No. of social initiatives undertaken by the students    14

5.13 Major grievances of students (if any) redressed: -    Nil

**Criterion – VI: Governance, Leadership and Management (Academic Year 2015-2016):**

**6.1 State the Vision and Mission of the institution**

VISION

To become one of the best educational institutions in the country by attaining excellence in commerce education.

MISSION

To integrate with the Indian Educational Service Group by propagating value based education and preparing pupil for initiation into a higher life by associating them with the natural, social and cultural environment.

**6.2 Does the Institution has a Management Information System**

Yes the institution is having Management Information System. In this regard IQAC of the college has formed Documentation Committee. Documentation Committee maintains all the records through Management Information System.

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

**6.3.1 Curriculum Development**

Curriculum Development Quality Circle is formed by IQAC of the college. College offers courses prescribed by Sant Gadge Baba Amravati University, Amravati . Curriculum Developed by the university is followed. Senior teachers of the college are in various Board of studies in the university. i.e. three members of board of studies, two members of (32)5 committee , one member of faculty of commerce in the S. G. B. Amravati University, Amravati. Through these they try to update curriculum. 1) Syllabus Development 2) Restructure and Revision of syllabus.

**6.3.2 Teaching and Learning**

1)Power Point Presentation 2) Audio-visual Aids 3) Permanent Faculty 4) Permanent Faculty with Ph.D. 5) No. of Guest Faculty & CHB

### 6.3.3 Examination and Evaluation

College conducts Unit test & Term End examination. Internal assessment , group discussions , seminars arranged by the college. Evaluation of Answerbooks & moderation of question papers & preparation of results of examination conducted by the university. Revaluation & photocopy of the answerbooks available to the students as per his request.

- |   |                            |
|---|----------------------------|
| 1) B. Com Ist , IInd & IIIrd year         | – Yearly examination       |
| 2) M.Com Ist , IInd , IIIrd & IVth Sem    | – Semester examination     |
| 3) M.C.M. Ist , IInd , IIIrd & IVth Sem   | – Semester examination     |
| 4) M.H.R.D. Ist , IInd , IIIrd & IVth Sem | – Semester examination     |
| 5) P.G.D.B.M.                             | – Yearly examination       |
| 6) P.G.D.F.M.                             | – Yearly examination       |
| 7) P.G.D.M.M.                             | – Yearly examination       |
| 8) P.G.D. Tax                             | – Yearly examination       |
| 9) M. Phil.                               | – Two year vacation course |

### 6.3.4 Research and Development

Major , minor project and funded by UGC , Publication with ISSN , ISBN , Peer-Reviewed journals , Faculty serves as experts, chairperson and research person, Ph. D. Guide & Ph. D. awarded. M. Phil. Dissertation, M. Com. – Project Report, M.H.R.D. Dissertation, M.C.M. Project Report

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

Office administrative section, Finance unit , Student admission placement , Student record , Computer , Internet access , Networking technology , Upgradation , E-governance, Computerization of Administrative office and Library also.

Academic Activities :- Field visit , Laboratories , Green house, Animal house , Development research seminars etc.

Maintenance :- Electricity , Water , Telephones,

### 6.3.6 Human Resource Management

Performance assessment –

- 1) The student by filling up ‘feedback forms’
- 2) ‘By self Appraisal form’ to be filled in by individual members of teaching
- 3) Staff attendance is taken through Bio-metric machine

### 6.3.7 Faculty and Staff recruitment

- 1) Teaching :- Assistant Professor in Commerce – NIL
- 2) Non-teaching :- NIL

### 6.3.8 Industry Interaction / Collaboration

- 1) Leben laboratory Ltd. Akola
- 2) Junior Chamber of International, Akola City ( An N.G.O.)
- 3) My Job Training & Placement Institute, Akola

### 6.3.9 Admission of Students

- A) Grant aid Courses -
- |  |           |
|--|-----------|
| 1) B. Com. I = 715, 2) B. Com. II = 626, 3) B. Com. III = 538. | UG = 1879 |
| M. Com. I & II Sem = 175, M. Com. III & IV Sem = 91.           | PG = 266  |
- B) Non Grant Courses -
- 1) M.C.M. I & II = 36  
M.C.M. III & IV = 31
  - 2) M.H.R.D. I & II SEM = 14  
M.H.R.D. III & IV SEM = 08
  - 3) D.B.M. = 13
  - 4) D.F.M. = 11
  - 5) D.Tax = 25
  - 6) M.Phil. (COMMRCE) I-15, II- 16 = 31

### 6.4 Welfare schemes for i.e.

( Loans , Medical allowance, student insurance, staff and student health check up camp )

Teaching	√
Non teaching	√
Students	√

### 6.5 Total corpus fund generated

NIL

### 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	–	Yes	Principal & H.O.D.
Administrative	Yes	–	Yes	Principal & Registrar

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?

- NIL -

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

- NIL -

6.11 Activities and support from the Alumni Association

Meetings with Alumni & Enhance in Alumni Membership

6.12 Activities and support from the Parent – Teacher Association

Interaction with parents-teacher for the development of college activities.

6.13 Development programmes for support staff

Two conferences organized by the college 1) Commerce 2) English language sponsoring for Advanced study , Research , participation in seminars , conference, workshop etc. and supporting membership and active involvement in local , state, national , International Professional association.

Refresher course – 03

Orientation course – 00

Short term course – 01

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

Save Girls Programme , Water Conservation ,Tree Plantation, Water Harvesting, Plastic Awareness , using Bio-degradable waste in the campus and encouraging the students to do so.

1)Participation of teaching , non-teaching staff in management .

2) Facilitation Programme to award excellent work of teaching and non teaching staff.

3) B.G.E. society “Foundation day ” celebration on 14<sup>th</sup> January each year.



## **Criterion – VII : 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.**

Innovations introduced this academic year have created apposite impact on the functioning of the institution:

- Various committees have been set up for the smooth functioning
- Internal audit committee has been set up by the institution keeps a watch on the quality of the college activities.
- Various academic and administrative activities are under the guidance of heads of the respective Committees.
- Students are attending the class regularly.
- Remedial coaching for academically weak students in the subject of accountancy, statistics and English is provided and students participate in it.
- Students participate in programmes like cultural (Sugam- sangeets, drama, folkdance, group songs, etc.) and socially relevant N.S.S. programmes are also undertaken which include cleanliness, awareness, rural health Aids awareness, free medicines, blankets, sarees, etc.

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

- On the special occasion of “Rakshabandhan” various kinds of beautiful Rakhi’s were stalled which were made by blind students on behalf of Kshitij Foundation by Sau. Manjushree Kulkarni and Shri Uday Kulkarni. Similarly Toffee, Paper plates and Dhron papers were also stalled there. These things or goods were bought by College Staff and Students in maximum quantity.
- A guest lecture conducted on ‘Diet and Health Awareness’ on 9 Dec 2015 especially for girls by Dr. Anjali Rajwade who is IQAC Co-ordinator and Professor at Smt. R.D.G.College for Women, Akola. She enlightened on the need of proteins, vitamins and calcium for the upbringing and development of female body so that immunity power will

increase. Besides this, she not only elaborated the internal beauty of body but what precautions should also be taken in pre-maternity period by the girls.

- A guest lecture on pre-marriage counseling was organized by Sau Madhuri Sakulkar, Nagpur. She had explained the burning problem of divorce which is increasing day-by-day and told that misunderstanding of thoughts & ideas; education, standard of living etc. are the core reasons responsible for that. She had also interacted with girls and boys and suggested them how they will become successful couple in their married life.
- Under the able Guidance and Supervision of Dr. M.C.Dabre dates, sweets, fruits and essential goods and commodities were distributed among the nomadic children and villagers at Chipibhili on 13<sup>th</sup> Feb. 2016. Food with proteins and vitamins was also allotted to needy people.

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

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

i. Social-backward –The students of socially-backward class are given preference in admission according to the norms fixed by the government .free-ship and financial aids are provided to the students who belonging to Economically-weaker. Our institution is provides facility of library, drinking water and toilet at ground level for differently-abled students.

ii. Equal opportunities are provided to boys and girls during admission. our college is having co-education. Students also are encouraged to participate in co-curricular activities such as sports, N.S.S., N.C.C. and cultural programmers. Our students are educated to be punctual and develop a sense of discipline .They are taught to be regular in the classes and do their home assignments sincerely.

iii. The institution has involved all its stake holders in alumni association and enrolled them as life members. Institution arranges frequent meetings with alumni for their valuable suggestions .These suggestions are then considered for planning, implementations and evaluation of the academic programmes.

### **7.4 Contribution to environmental awareness / protection:**

**Clean Environment Drive:** Students are disciplined to keep the campus neat and clean. Students undertake programmes such as eradicating Gajar Gawat, keeping the

environment clean and healthy by removing waste and hazardous plastic material, planting trees etc. Student have been advised to use the non polluting agents in the day to day life in order to protect the ‘ Mother Earth ,’ i.e. Non-polluting agents like smoke less chullhas, use of vehicles which do not require Conventional & polluting sources of energy.

**7.5 Whether environmental audit was conducted?      Yes**

**7.6 Any other relevant information the institution wishes to add. (For example SWOT Analysis:**

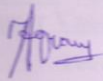
- Institution offers wide range of courses there by playing significant role in human resource development and capacity building of individuals, to cater to the need of the economy, society and the country as a whole, thereby contributing to the development of the Nation.
- Institution encourages its students to participate in industrial visit and to prepare projects. Remedial classes in English and Accountancy is also conducted by the Institution. This ensures the students to achieve core competencies, to face the global requirements successfully.
- Various extension activities are organized by the institution through NCC & NSS; this inculcates value system among students.
- Institution promotes ICT in its various activities. ICT is used in teaching-learning process, in administrative work and in maintaining documentation. ICT related subjects are made compulsory in curriculum there by promoting ICT among students.
- Steering Committee is established by the institution for preparing Re-Accreditation Report. Strengths and weakness in the teaching and learning process are recognized and are carried out by the institution.

## **8. Plans of institution for next year**

1. To construct gym for girls and ladies staff.
2. Construction of additional class-rooms.
3. Establishment of additional computer lab. for PG students having 100 terminals.
4. To upgrade library digitally.
5. To introduce English Communication Training Course for students.
6. To sign MOU with local colleges for faculty exchange.
7. To introduce bridge course for B.Com. III year students.
8. To perform academic and green audit of the institution.
9. To organise work-shop for girl students regarding their health amelioration.
10. To prepare budgets of various departments.
11. To form various committees for the smooth working of the institution.
12. To form language board of English, Hindi and Marathi for promoting communication and writing skills among students and staff.
13. To form commerce forum.
14. To arrange for placement activities through industrial linkage and placement cell.
15. To promote research activities among teaching staff members.
16. To felicitate students and staff of the institution for their achievements.
17. To promote cultural and community development activities with the help of NSS and NCC departments of the institution.
18. To active Alumni Association and parent teacher forum of the institution.
19. To publish Annual Vishwadhan Magazine of the college.
20. To purchase additional books for the library of the college.
21. To activate seven quality circles of the college in order to enhance quality in each activity of the institution as per NAAC parameters.
22. To submit AQAR for the academic year 2015-16 to NAAC.

Name : Mr. Yogesh K. Agrawal

Name : Dr. Shriprabhu G. Chapke



*Signature of the Coordinator, IQAC*

*Signature of Chairperson, IQAC*

**Principal**  
**Smt. L. R. T. College of**  
**Commerce, AKOLA**



## **Annexure I**

### **SMT. L.R.T. COLLEGE OF COMMERCE, AKOLA.**

#### **Academic & Administrative Calendar 2015-2016**

All members of teaching staff are informed that they should note Academic & Administrative Calendar for the year 2015-2016.

#### **FOR ANNUAL PATTERN**

1. **I Session**: - From Mon., 15<sup>th</sup> June, 2015 to Sat. 31<sup>st</sup> Oct, 2015
2. **Diwali Vacation**: - From Sun. 1<sup>st</sup> Nov., 2015 to Sun., 22<sup>nd</sup> Nov. 2015
3. **II Session**: - From Mon., 23<sup>rd</sup> Nov, 2015 to Sat, 30<sup>th</sup> April, 2016.
4. **Summer Vacation**: - From Sun., 1<sup>st</sup> May, 2016 to Sat., 12<sup>th</sup> June, 2016.

#### **Teaching days available during Academic Year 2015-2016**

<b>I Session</b>		<b>II Session</b>	
Month	Days	Month	Days
July, 2015	26	Nov, 2015	06
Aug. 2015	24	Dec. 2015	25
Sept. 2015	25	Jan. 2016	25
Oct. 2015	25	Feb. 2016	24
<b>Total</b>	<b>100</b>		<b>80</b>

I Session 100 days + II Session 80 Days = Total Teaching Days 180

**Date of commencement of Teaching:- Wednesday 1<sup>st</sup> July 2015.**

#### **Days available during the academic year 2015 – 2016**

<b><u>For Admission</u></b> Mon., 15 <sup>th</sup> June, 2015 to Tuesday, 30 <sup>th</sup> June, 2015	14 days
<b><u>For Exam and Non-instruction Days</u></b> March. 2016 April 2016	24 days 22 days
<b>Total</b>	<b>60 days</b>

Total days available during academic year 2013 -14	Sunday + Winter Vacation (excluding Sun.) + Public Holidays	Total working days in academic year 2013-2014
<b>321</b>	<b>41+22+18 = 81</b>	<b>240</b>

## **Annexure II**

### **Feedback Analysis**

#### **1. Evaluation of Student feedback for teachers**

<b>Percentage</b>	<b>Score</b>	<b>No. of Teachers</b>
81-100	Very Good	21
61-80	Good	Nil
41-60	Average	Nil
00-40	Below Average	Nil

#### **2. Evaluation of Alumni feedback**

Feedback of 24 alumni was taken orally in the alumni meeting. Alumni expressed satisfaction regarding development of the institution and gave some suggestions which were implemented.

#### **3. Evaluation of Parents feedback**

Feedback of near about 750 parents was taken orally at the time of admission of the students. All the parents expressed satisfaction regarding development of the institution.

#### **4. Evaluation of Academicians and Industrialists Feedback:**

Feedback of near about 30 Academicians and 30 Industrialists were taken through a well designed feedback forms regarding updating syllabus of the university. All the academicians gave feedback for updating the syllabus prescribed by the university.

### **Annexure III**

#### **Activity 1:**

##### **1.Title of the Practice : Felicitation of students and staff**

The college organizes a felicitation programme every year to boost the enthusiasm of the students who participate in different activities and bag various prizes and certificates, and also for the students who secure top positions / ranking in the university merit list. The members of the teaching and non teaching staff are also felicitated for their outstanding performances in various fields like writing books, getting appointed as Ph.D. guide of the university, getting Minor / Major Research Project approved or for receiving the Ph.D. degree and other social or cultural achievements.

##### **2. Goal**

The activity of felicitation is carried out to develop a great human personality with describable proficiencies, attitudes, values, and qualities of self confidence and creativity. It helps to promote a sense of self respect and dignity of the students, teaching & non teaching staff.

##### **3. The context**

The felicitation programme is held every year to boost the morale of the students. The programme urges the students to participate more and more in the college activities, and also to score good marks in university exams. The students get prepared for the upcoming responsibilities and challenges in their life; they get moral support from the felicitation programme. Students who pass out in flying colours by topping the merit list are felicitated in the programme, they are the part and parcel of the society and can fulfill every dream of the people with their great deeds and efforts. These students are the alumni of the college, and in the near future the college can seek valuable instructions from these alumni for the better progress of the college. That's why the felicitation programme is also important from the view of forming a good Alumni Association. The main points and excerpts of the felicitation programme are published in the college yearly magazine which becomes a permanent record for one and all.

##### **4) The practice**

The merit students of the college and the merit students of different department are felicitated according to their ranking. The teaching and non teaching staff members are also



felicitated for their extraordinary achievements. The best students from N.C.C., N.S.S. and the students who participated in inter college or inter university cultural competitions are also felicitated. This programme boosts the morale of the students. The felicitated students' biodata with their photograph is published in the college magazine. These meritorious students are always available for providing valuable guidance to the other students. The meritorious students find various opportunities of job through the campus interviews held in the college.

### **5. Evidence of Success**

The impact of the felicitation programme is immense. The confidence among the students and staff is worth mentioning. There is deep impact on students and are imbued with the achievements of all the felicitated members, and are compelled from inside to improve their performances. The felicitation of teaching and non teaching members help in creating a homely environment that also helps smooth and effective administration.

### **6. Problems Encountered and Resources Required**

The felicitation programme is organized at the end of the session when the 12th Board exams are going on. This may affect the attendance of the students in the programme. The preparations of the programme, noise etc may disturb the students who are appearing for the exam.

## **Annexure IV**

### **Activity -2**

#### **1.Title of the Practice**

##### **Equal - Opportunities:**

Our College is the best example of gender equality because our college is having the co-education facility. The students from backward classes are benefitted by IT, Tally, Computer Classes etc. that are conducted in the college.

#### **2. Goal**

The mission statement of the institution emphasizes on providing value based education to pupils by associating them with the natural, social and cultural environment. In order to safeguard the interests of students of backward communities and minorities, specific provisions have been made. The students are provided with some facilities during admission and education, so that they can take their rightful and dignified place in the mainstream of the society.

#### **3. The Context**

The well being and the development of the minorities are important, it indicates of the strength and success of a democratic society. Sometimes rights and privileges which are not available to the majority have to be given to the minority groups to bring them up to a viable level of development. From this point of view, the institution offers some facilities to the students of backward classes and minorities.

#### **4. The Practice**

- i. Financial assistance is provided through free ship and scholarship enabling the students belonging to backward classes to continue their education preference is given in admission as per the norms fixed by the government.
- ii. Remedial programmes for these students are conducted in the subject like English and Basic Accounting. Such students are also encouraged to participate in co-curricular activities such as sports, N.S.S., N.C.C. and cultural programmes.
- iii. Coaching classes for the entry into public services for SC/ST/OBC and minority community students are organized regularly which help the students to get prepared for the Competitive examinations like IAS, State Public Services, Bank recruitment etc. and to achieve employment in central services and equivalent positions in private sector.

#### **iv. Coaching classes for NET/SET for SC/ST/OBC**

The coaching classes are organized to prepare these students for NET/SET examination; so that sufficient numbers of candidates become available for selection as lecturers in the university system.

#### **v) Communication Skills**

The communication skills classes are also organized for the students of backward classes to train the students in communication skills and soft skills, such as Reading, Pronunciation, English speaking, writing, Group Discussions, Job Skills, and Presentation Skills and so on.

#### **vi) Book Bank:-**

A book bank facility is made available to the students so that, they get the required books and information in the institute easily. Students having higher percentage are allowed to withdraw more than five books at a time from the library of the institution.

#### **vii) Admission**

Preference is given to students of backward classes in admission as per the norms fixed by the government. Also the preference is given to these students in N.S.S. and N.C.C. as per govt. norms. Also teaching and non teaching staffs from the backward classes are recruited through special recruitment drive & the quota is full filled according to government norms and rules.

#### **5. Evidence of success**

The students are taking full advantage of the different programmes run by the institute for upliftment of students from backward classes. The impact of the programme is great. The raised level of confidence in these students is worth mentioning. Large numbers of students intend to join the NET/SET and competitive exam coaching classes, and they are highly benefited from them. Students take advantage of the Remedial Coaching and communications skills classes that helped a lot to increase the university examination result of the institution. The industrial visit and placement programme have helped the students to avail the job opportunities successfully.

#### **6. Problems Encountered and Resources Required**

As such no problem of financial resources was faced by the institution, as the UGC has given grants for the said center. Regarding human resource also, no such problem was faced. All the guest lectures and training resource persons were available time to time.

## **7. Contact Details**

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