NAAC AQAR (2012 – 2013)

INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

1. General Profile
2. IQAC (Internal Quality Assurance Cell) activities
3. Academic and Research Outputs
4. Student Mentoring and Support System
5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which would be a self learning exercise. Apart from the responses to the online survey, in case the NAAC requests for any further evidence, the information may be sent by hard copy. This would enable NAAC to make a diagnostic survey of national higher education scenario and the feedback will be provided to each participating institution. No judgment or categorization on institutional quality is intended.

NAAC AQAR

1. Kindly provide the details of the institution

   Name of Institution: Bhusawal Arts, Science and P.O. Nahata Commerce College, Bhusawal

   Year of Establishment of the Institution: June, 1963.

   Address Line 1: AH. No. 46, Jamner Road Crossing,

   Address Line 2: Bhusawal

   City/Town: Bhusawal Dist: Jalgaon   State: Maharashtra

   Postal Code: 425201   Email Address: poncollege@yahoo.com

2. NAAC Accreditation/ Re-accreditation Details

   Year of Accreditation/ Re-accreditation: 2009

   Current Grade: 'A'   CGPA: 3.28

3. Institutional Status Affiliated College.

4. Contact Person Details

   Name of Head of Institution: Dr. Mrs. Meenakshi V. Waykole

   Contact Phone: 02582-240606,240746   Email: mvwaykole@gmail.com

   Website URL: www.basponccollege.org

   Name of IQAC –Coordinator: Sudheer N. Nehate   Email: sudheer_nehate@yahoo.com

Prof. Sudheer N. Nehate: Coordinator, IQAC.

SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc)	18
Post Graduate (MA/M.Sc./M.Com etc.)	11
Research Programmes (M. Phil/Ph. D)	06
Certificate Programmes	03
Professional Programmes	03
(B. Tech/M. Tech/B. Ed/M. Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	
Other value added programmes	01
Any other programme offered (Specify)	00

6. Details on Programme Development (Enter a number; 0 for nil)

New programmes added during the year	01
New programes designed	00
Programes under revision	00
Interdepartmental collaborative programmes	00
Inter institutional collaborative programmes	00
Number of review committee recommendations implemented (Total)	03
Number of NAAC peer team recommendations implemented	08
Number of UGC/any other expert committee recommendations implemented	00
Number of review committee recommendation under implementation	00
Number of NAAC peer team recommendations under implementation	05
Number of UGC/ any other expert committee recommendations under implementation	00

7. Faculty Details (Enter a number; 0 for nil)

Total faculty strength required as per norms for all programmes	121
Total faculty on rolls	114
Faculty added during the year	46
Faculty positions vacant	07
Faculty left during the year	00
Total number of visiting faculty	04
Total number of guest faculty	02

8. Qualification of Faculty

PhD and Above		21
M. Phil		26
Masters	Any other (Specify)	--

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9. Faculty qualification improvement

Ph. D awarded to existing faculty	02
M. Phil awarded to existing faculty	00
Any other degree awarded to existing faculty	00

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff (total sanctioned)	71
Administrative staff (Actual strength)	57
Added during the year of reporting	00
Left during the year	09
Number of posts vacant	14

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support Staff (Total sanctioned strength)	00
Technical Support Staff (Actual strength)	02
Added during the year	00
Left during the year	00
Number of posts vacant	00

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC. It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details DD MM YYYY — 15/ 01/ 2002

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members	18
Number of Alumni in IQAC	01
Number of Students in IQAC	01(UR)
Number of Faculty in IQAC	08
Number of Administrative Staff in IQAC	04
Number of Technical Staff in IQAC	01
Number of Management Representatives	01
Number of External experts in IQAC	01
Number of any other stakeholder and community representatives	01

14. IQAC Meetings

Number of IQAC meetings held during the year	04

15. Whether Calendar of activities of IQAC formulated for the academic year — YES

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of academic programmes proposed	02
Number of value added programmes proposed	01
Number of skill oriented programmes proposed	02
Number of faculty competency and development programmes proposed	04
Number of other staff development programmes proposed	04
Number of student mentoring programmes proposed	02
Number of co-curricular activities proposed	09
Number of inter departmental cooperative schemes proposed	02
Number of community extension programmes proposed	10
Any other programmes proposed (Specify)	00

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17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented	01
Number of value added programmes implemented	00
Number of skill oriented programmes implemented	00
Number of faculty competency and development programmes implemented	02
Number of other staff development programmes implemented	02
Number of student mentoring programmes implemented	00
Number of co-curricular activities implemented	07
Number of interdepartmental cooperative programs implemented	03
Number of community extension programmes implemented	10
Any other programmes suggested that are implemented (Specify)	00

18. IQAC Seminars and Conferences (Enter a number; 0 for nil) Number of seminars/ conferences/

Workshops organized by IQAC within the institution	02
Number of participants from the institution	56
Number of participants from outside	00
Number of external experts invited	00
Number of external conferences/seminars/ workshops on institutional quality attended	00
Number of events conducted with IQACs of other institutions as collaborative programs	00

19. Did IQAC receive any funding from UGC during the year?   No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC

Any other source including internal financial support from the management (Specify amount)

Amount Received from UGC	00
Amount Received from any other source including the college management	Rs.25000

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- **Office automation**
- **Classroom up gradation**
- **CCTV for campus safety**
- **SMS alerts for various meetings**
- **Biometric attendance**

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SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programes developed or designed by faculty	00
Number of faculty members involved in curriculam restructuring/revision/syllabus development	17
Number of programes in which evaluation process reformation taken up and implemented	00
Number of active teaching days during the current academic year	233
Average percentage of attendance of students	70
Percentage of classes engaged by guest faculty and temporary teachers	40
Number of self financed programmes offered	10
Number of aided programmes offered	17
Number of programmes discontinued during the year	00

23. Whether any systematic student feedback mechanism is in place?   Yes

24. Feedback Details (If answer to Question 20 is Yes)

    Percentage of courses where student feedback is taken   100

25. Is feedback for improvement provided to the faculty?   Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year	00
Number of minor research projects undertaken during the year	02
Number of major ongoing projects	00
Number of minor ongoing projects	05
Number of major projects completed	00
Number of minor projects completed	03
Number of major project proposals submitted for external funding	00
Number of minor project proposals submitted for external funding	04
Number of research publications in peer reviewed journals	25
Number of research publications in international peer reviewed journals	13
Number of research publications in national peer reviewed journals	12
Number of research papers accepted for publication in international peer reviewed journals	00
Number of research papers accepted for publication in national peer reviewed journals	00
Average of impact factor of publications reported	00
Number of books published	13
Number of edited books published	00

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Number of books (single authored) published	00
Number of books (coauthored) published	13
Numbers of conferences attended by faculty	98
Number of international conferences attended	19
Number of national conferences attended	79
Number of papers presented in conferences	31
Number of papers presented in international conferences	10
Number of papers presented in national conferences	21
Number of conferences organized by the institution	
Number of faculty acted as experts resource persons	01
Number of faculty acted as experts resource persons international	00
Number of faculty acted as experts resource persons national	01
Number of collaborations with international institutions	00
Number of collaborations with national institutions	00
Number of linkages created during the year	01
Total budget for research for current year as a percentage of total institutions budget	2%
Amount of external research funding received in the year	00
Number of patents received in the year	00
Number of patents applied for in the year	00
Number of research awards/recognitions received by faculty and research fellows of the institute in the year	00
Number of Ph. D.s awarded during the year	02
Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities.	20%

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SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of students for various courses (Sanctioned)	UG 2400 PG 1138=3538
Actual enrollment during the year	2428
Student dropout percentage during the year	data not available
Success percentage in the final examination across the courses	64.49%
Number of academic distinctions in the final examination and percentage	26.21%
Number of students who got admitted to institutions of national importance	00
Number of students admitted to institutions abroad	00
Number of students qualified in UGC NET/SET	03
Number of students qualified GATE/ CAT/other examination (Specify)	00

28. Does student support mechanism exist for coaching for competitive examinations?   Yes

29. Student participation, if response is yes to Qn. 27

Number of students participated   50

30. Does student counseling and guidance service exist?   Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students participated   50

32. Career Guidance

Number of students participated	1200
Number of career guidance programmes organized	00
Percentage of students participated in career guidance programmes	00

33. Is there provision for campus placement?   Yes

34. If yes to Qn. 32

Number of students participated in campus selection programmes	18
Number of students selected for placement during the year	08

35. Does gender sensitization program exist?   Yes

36. If Answer is Yes to Qn. 34

Number of programmes organized   02

37. Student activities

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Number of students participated in external cultural events	46
Number of prizes won by students in external cultural events	10
Number of cultural events conducted by the institute for the students	08
Number of students participated in international sports and games events	00
Number of students participated in national level sports and games events	00
Number of students participated in state level sports and games events	00
Number of students participated in university level sports and games events	12
Number of prizes won by students in international sports and games events	00
Number of prizes won by students in national level sports and games events	00
Number of prizes won by students in state level sports and games events	00
Number of prizes won by students in university level sports and games events	00
Number of sports and games events conducted by the institute for the students	02

38. Composition of students

Percentage of Scheduled Caste	10.30%
Percentage of Scheduled Tribe	02.00%
Percentage of other backward communities	46.29%
Percentage of women students	39.38%
Percentage of physically challenged	00.10%
Percentage of rural students	47.00%
Percentage of urban students	53.00%

39. Scholarships and Financial Support

Number of students availing financial support from the institution	580
Amount disbursed as financial support from the institution	Rs. 1318118.
Number of students awarded scholarship from the institution	580
Number of students received notable national/international achievements /recognition	00

40. Student initiatives

Number of community upliftment programmes initiated by students	05
Number of literary programmes initiated by students	04
Number of social action initiatives based on science / environment initiated by students	02
Number of student research initiatives	00

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SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focused.

41. Whether perspective plan for overall developmental activities is created?   Yes

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored?   Yes

43. Whether benchmarking is created for institutional quality management efforts?   Yes

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format.

- Industrial tours in every department
- Gold medals – four during the year
- Institutional prizes for meritorious students
- To achieve first rank in 'Yuva Rang'- cultural program at university level
- 20% syllabus of each course to be taught using ICT

45. Is a Management Information System (MIS) in place?   Yes

46. If answer to question 44 is Yes, please provide details of MIS applied to

     1. Administrative procedures including finance Manual & Computerized

     2. Student admission   Completely Computerized

     3. Student records   Completely Computerized

     4. Evaluation and examination procedures   Only examination system computerized

     5. Research administration   -

     6. Others (enter the respective details corresponding to the serial numbers) -

47. Existence of learning resource management

     E- Database in library   57 databases.

     ICT and smart class room   OHP, LCD projector, Transparency slides, e-Books

          Video lectures & 3 class room with interactive board

          facility

     E-learning sources (e-Books, e-Journals) e-Books - 97000 e-Journals - 2154, with help of n-list

          Inflibnet e-Books in CD form - 440, E Periodicals - 649.

     Production of teaching Modules   OHP transparencies, ppt presentation, posters, Subject notes,

          GDPI, Objective QA Sets, demonstration models,

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experimental kits, lab manual

Interactive learning facilities	Digital library, Internet, book bank, reference service

48. Internal resource mobilization: Kindly provide the amount contributed

Research	00
Consultancy and training	00
Student contribution	Rs.11898238. (Grant and Non grant)
Alumni contribution	Rs.32125.
Well wishers	00

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	Rs.938727.
Amount spent for student welfare	Rs.55050.
Amount spent for staff welfare	Rs.4116.

50. Is delegation of authority practiced   Yes

51. Does grievance redressal cell exist?

Faculty	Yes
Students	Yes
Staff	Yes

52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

53. Number of grievances received from students and resolved (Enter a number; 0 for nil) Yes

Number of grievances received	00
Number of grievances resolved	00

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of grievances received	00
Number of grievances resolved	00

55. Has the institution conducted any SWOT analysis during the year   Yes

56. The SWOT analysis was done by internal or by external agency   Internal

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

- Supportive management
- Supportive human recourses
- Adequate and good infrastructure

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- Limited placement facility
- Strength for Basic Sciences and Arts.

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- Inadequate communication skill of students in English.

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

- Exploring student to global challenges
- Job opportunity via industrial linkages

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

- Professional courses are preferred by basic subjects/courses
- Flow of students towards metropolitan cities

61. Identify any significant progress made by the institution towards achieving the goals and Objectives during the year (list below in bullet format)

- Representation of students in university rank list (Five students stood in rank list of NMU, Jalgaon)
- Representation of sport persons at university level
- Representation of students in 'Yuva Rang' a university level cultural program (Gold, Silver and Branze Medals Two each bagged by Six Students.

62. How do you perceive the role of NAAC in the quality development of your institution? (Suggestions in bullet format to be given below)

- Role of NAAC helps in exploring the potential of staff & student which is improving the quality of the institution.
- NAAC has enhanced quality initiatives already taken up by the college. The throughout process of NAAC makes the staff conscious of their duties and proceed towards development through dedication and self evaluation.
- The accreditation and re-accreditation process make aware to enhance global competency among the teachers and students.
- It motivates staff to prepare update record, Helps in decision making and to maintain transferency.

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analyzed to get a cumulative index for the period of accreditation and re-accreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so. Thank you for your participation

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