// विद्या दानम् महत् पुण्यम् //

Tapti Education Society's

Bhusawal Arts, Science and P. O. Nahata Commerce College
Bhusawal - 425 201 Maharashtra

NAAC Reaccredited : Grade 'A' (CGPA:3.28) upto 29 Jan. 2014

UGC recognised 'College with Potential for Excellence for II nd Phase Effective from 2014 to 2019'

Affiliated to North Maharashtra University, Jalgaon

Vision : " Achieving Excellence in Higher Education for Nation Building".

Annual Quality Assurance Report (AQAR)
2013-14

Submitted to

National Assessment and Accreditation Council
Bangalore

September 2014

Bhusawal Arts, Science & P. O. Nahata Commerce College, Bhusawal.
The Annual Quality Assurance Report (AQAR) of the IQAC
2013-14

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)*

Part – A

1. Details of the Institution

1.1 Name of the Institution	Bhusawal Arts, Science and P. O. Nahata Commerce College
1.2 Address Line 1	Asian Highway-46
Address Line 2	Jamner Road
City/Town	Bhusawal
State	Maharashtra
Pin Code	425201
Institution e-mail address	poncollege@yahoo.com
Contact Nos.	02582-240606, 02582-240746
Name of the Head of the Institution:	Dr. Sau. Minakshi Vijaykumar Waykole
Tel. No. with STD Code:	02582-227779
Mobile:	9922251897
Name of the IQAC Co-ordinator:	Shri. Sudheer Namdeo Nehate
Mobile:	9403020967
IQAC e-mail address:	sudheer_nehate@yahoo.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)* | MHCOGN 1037

1.4 **NAAC Executive Committee No. & Date:** | No. EC/47/RAR/18 dated 29-01-2009.
*(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)*

1.5 Website address: | www.basponccollege.org

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	Four Star	--	05/11/2001	Five Years
2	2nd Cycle	A	3.28	29/01/2009	Five Years
3	3rd Cycle	--	--	RAR Submitted	--
4	4th Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY | 01/12/2001

1.8 AQAR for the year *(for example 2010-11)* | 2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and
Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011*)

   i. AQAR :- 2012-13   submitted to NAAC on date 15/03/2014 (Online)
  ii. AQAR:- 2011-12   submitted to NAAC on date 23/03/2014 (Online)
 iii. AQAR:- 2010-11   submitted to NAAC on date 28/03/2014
  iv. AQAR:- 2009-10   submitted to NAAC on date 27/12/2013
   v. AQAR:- 2008-09   submitted to NAAC on date 30/09/2012

1.10 Institutional Status
   University   State ✔   Central ☐   Deemed ☐   Private ☐

      Affiliated College   Yes ✔   No ☐

      Constituent College   Yes ☐   No ☐

      Autonomous college of UGC   Yes ☐   No ✔

      Regulatory Agency approved Institution   Yes ☐   No ✔

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education ☑   Men ☐   Women ☐

Urban ☑   Rural ☐   Tribal ☐

Financial Status   Grant-in-aid ☑   UGC 2(f) ☑   UGC 12B ☑

Grant-in-aid + Self Financing ☐   Totally Self-financing ☐

1.11 Type of Faculty/Programme

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

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

Others (Specify) [   ]

1.12 Name of the Affiliating University *(for the Colleges)*   North Maharashtra University, Jalgaon

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

Autonomy by State/Central Govt. / University [   ]

University with Potential for Excellence	☐	UGC-CPE	☑
DST Star Scheme	☐	UGC-CE	☐
UGC-Special Assistance Programme	☐	DST-FIST	☐
UGC-Innovative PG programmes	☐	Any other (*Specify*)	☐
UGC-COP Programmes	☐		

2. IQAC Composition and Activities

2.1 No. of Teachers | 09

2.2 No. of Administrative/Technical staff | 05

2.3 No. of students | 01

2.4 No. of Management representatives | 01

2.5 No. of Alumni | 01

2. 6 No. of any other stakeholder and

   community representatives | 01

2.7 No. of Employers/ Industrialists | 01

2.8 No. of other External Experts | 01

2.9 Total No. of members | 20

2.10 No. of IQAC meetings held | 02

2.11 No. of meetings with various stakeholders: No. | 2 | Faculty | 1

Non-Teaching Staff | 1 | Students | -- | Alumni | -- | Others

2.12 Has IQAC received any funding from UGC during the year?   Yes ✔   No ☐

If yes, mention the amount | ₹ 3.00 Lakh

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) API- Preparation, 2) New guidelines and preparation of SSR.

2.14 Significant Activities and contributions made by IQAC

API Verification of teachers, Preparation of Proposals for CPE II, BSR RUSA, B. Voc. Commerce, Management and Business Economics research centre and Community College.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1.CPE II Proposal to be submitted	Sanctioned IInd plan with UGC grants of ₹ 1.5 cr
2.To promote proposals for Major Research Project	Motivated to undertake Major Research Projects and submitted proposals for Major Research Project to UGC

* *Attach the Academic Calendar of the year as Annexure.* :

(Annexure – I: *Academic Calendar)* **(Page No.20)**

2.15 Whether the AQAR was placed in statutory body   Yes ☐   No ✔

Management ☐ --   Syndicate ☐ --   Any other body ☐ --

Provide the details of the action taken

--

Criterion - 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	--	--	--	--
PG	11*	--	11	--
UG	21	--	07	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	8	--	04	04
Others	--	--	--	--
Total	40	--	22	04

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

*MA in Marathi, English, and Economics run one division each on grant in aid basis and one each on self financing basis

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options: Core and Elective options are available as per guidelines of NMU Jalgaon.

   (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	40
Trimester	--
Annual	--

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

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

Please provide an analysis of the feedback in the Annexure :
   (__Annexure – II:__ *An Analysis of the feedback)* **(Page No.21)**

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

> * All courses follow semester pattern.
> * Job opportunities are mentioned in the syllabi.
> * Introduction of job oriented syllabi.

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

> --

Criterion - II. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
60	28	27	02	03*

* Management Appointee

2.2 No. of permanent faculty with Ph.D.   23

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
50	--	--	--	02*	01	--	--	52	01

* indicates that these posts are promoted from existing Associate Professors.

2.4 No. of Guest and Visiting faculty and Temporary faculty   12   03   50

2.5 Faculty participation in conferences and symposia:

Particulars	No. of Faculty at		
	International level	National level	State level
Attended Seminars/ Conference/ Workshops	7 (in 10 forum)	32 (in 36 forum)	20 (in 35 forum)
Presented papers	7 (10 Papers)	32 (45 Papers)	15 (17 Papers)
Resource Persons	1	3	3

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

Innovative teaching approaches/methods have been adopted

- Apart from the lecture method, teachers are encouraged to adopt various innovative teaching methods. Laptops and LCD projectors are provided to the departments. Teachers make effective use of this facility for teaching purpose and also to improve the presentation skills of the students.
- Smart Classroom/virtual classroom, interactive board; language, social science and commerce laboratories are used for teaching.
- Internet facility is made available for each department so that study material can be made available to the students.
- Project/activity based teaching, field work, practical, exhibition, competitions, Group Discussion methods are used.
- Organized workshop on operation of audio-visual appliances, internet, power point presentation, etc.
- Faculty members are encouraged to attend Seminars/Syllabus framing workshops/STC on ICT.

Impact of such innovative practices on student learning is observed as follows:

- Assignment of project work has helped students in getting better and clear understanding of the concept.
- Group discussions increase the self-confidence and skills of the students required to present their own views.
- Field/Industrial visits are regularly organized by some departments. These provide an opportunity to the students to gain first-hand information about the industry/ process/ culture/ biotic and abiotic components in their natural habitat inclusive of their ecology and environment.
- Use of Videos helps in making the subject easy to understand and develop further interest in the subject.

- Use of educational CD/DVDs and e-learning recourse developed more understanding of the subjects compared to blackboard teaching.
- Teaching learning process was made more interesting, easy and effective through audio-visual aids.

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

190

2.8 Examination/ Evaluation Reforms initiated by the Institution

--

(for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum Restructuring /revision /syllabus development

25	--	--

as member of Board of Study/Faculty/Curriculum Development workshop

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 %
UG	374	25	22	07	08	62
PG	385	08	33	20	03	64
Other	--	--	--	--	--	--

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:
- Teachers are motivated to use ICT tools in teaching-learning process.
- In the beginning of each semester teaching plan is prepared, and follow up is taken by IQAC at the end of term.
- Students' feedback is taken at the end of each programme.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefited*
Refresher courses	4
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	6
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	--
Summer / Winter schools, Workshops, etc.	--
Others : Staff training conducted by institution	20

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	67	04	--	--
Technical Staff	--	--	--	02

Criterion - III. Research, Consultancy and Extension

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

- IQAC propagates various research grants available at UGC.
- IQAC played crucial role to receive CPE grants that includes research grants.
- Teachers are guided at the start of the academic year to prepare proposals for Major and Minor projects.
- IQAC suggested the authorities to strengthen research facilities on the campus.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Proposal Submitted
Number	--	--	--	7
Outlay in Rs. Lakhs	--	--	--	130.42

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	09	02	--
Outlay in Rs. Lakhs	1.30	11.48	0.69	--

3.4   Details on research publications

	International	National	Others
Peer Review Journals	21	02	02
Non-Peer Review Journals	05	01	--
e-Journals	04	--	--
Conference proceedings	03	12	--

3.5 Details on Impact factor of publications:

Range [--]   Average [--]   h-index [--]   Nos. in SCOPUS [--]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	02	V. C. Fund	₹69000	₹57000
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			₹69000	₹57000

3.7 No. of books published   i) With ISBN No.   [16]   Chapters in Edited Books

ii) Without ISBN No.   [19]

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	--	--	--	07	--
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons   [07]

3.13 No. of collaborations   International [ ]   National [ ]   Any other [02]

3.14 No. of linkages created during this year   [01]

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

From Funding agency [0.69]   From Management of University/College [0.40]

Total   [1.09]

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	--
	Granted	--
International	Applied	--
	Granted	--
Commercialised	Applied	--
	Granted	--

3.17 No. of research awards/ recognitions   received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
--						

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

16

18

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

03

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

JRF | -- | SRF | -- | Project Fellows | -- | Any other | -- |

3.21 No. of students Participated in NSS events:

University level | 14 | State level | 07 |

National level | 02 | International level | -- |

3.22 No. of students participated in NCC events:

University level | 20 | State level | -- |

National level | 01 | International level | -- |

3.23 No. of Awards won in NSS:

University level | -- | State level | -- |

National level | -- | International level | -- |

3.24 No. of Awards won in NCC:

University level | -- | State level | -- |

National level | -- | International level | -- |

3.25 No. of Extension activities organized

University forum | | College forum | |

NCC | 02 | NSS | 04 | Any other | |

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social
   Responsibility.
     NCC, NSS and other committees formed in the college undertook various extension activities
     listed below:
       1. Blood donation camp , Pulse polio immunization campaign.
       2. Tree plantation
       3. Shramdaan
       4. Anti tobacco Rally
       5. AIDS, female foeticide and sanitation awareness
       6. Yoga classes for village people.
       7. Education illiterate in nearby area.
       8. Public awareness.

Criterion – IV. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10.3acres	--	--	10.3acres
Class rooms	48	--	--	48
Laboratories	30	01 Common Research Lab.	UGC-CPE	30+1=31
Seminar Halls	02	--	--	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	08	04	UGC Addl. Assist. College Fund	12
Value of the equipment purchased during the year (Rs. in Lakhs)	282.03	16.31	UGC,CPE Addl. Assist. College Fund	298.34
Others	--	--	--	--

4.2 Computerization of administration and library

> The existing automated software is upgraded to meet the challenges of the day to day technical activities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value in ₹	No.	Value in ₹	No.	Value in ₹
Text Books	2665	239186	388	45960	3053	285146
Reference Books	5430	2211446	341	149953	5771	2361399
e-Books $	--	--	--	--	--	--
Journals	552	387712	--	--	552	387712
*e-Journals/ Encyclopaedia	100	63155	08	16284	108	79439
Digital Database	--	--	#	--	#	--
CD & Video	482	12815	64	950	546	13765
Others (specify)	--	--	--	--	--	--

$ Number of e-Books on CD/DVD/Hard Drive are maintained at Department / Departmental library.

*nlist subscription continued. #Yearly magazine 'Tarang' stored in Digital format

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	200	05	VPN/10mbps	01	01	01	25	--
Added	--	--	--	--	--	--	--	--
Total	200	05	200 node	01	01	01	25	--

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

> ICT training Programme Conducted for teaching and nonteaching Staff, Stock and Commodity e-Govt. Program for BCA students, Innovation in New Teaching Program arranged for Computer teaching.

4.6 Amount spent on maintenance in lakhs :

i) ICT, ii) Campus Infrastructure and facilities, iii) Equipments, iv) Others

Total: Rs.3.81

Criterion - V. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

> Organisation of programmes like Know Your Library.
> Welcome note by the Principal and the head of the departments to newly enrolled students.

5.2 Efforts made by the institution for tracking the progression

> Interaction with students during class room teaching different activities, quiz, competitions, sports etc., Result Analysis, counselling committees monitor the overall performance of the students. Informal feedback from students and information collected from applications and/or transfer certificates.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1613	815	--	*

* 132 Students are admitted for Certificate Courses

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No.	%
	1400	58

Women	No.	%
	1028	42

Last Year 2012-13						This Year 2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1032	242	34	1125	--	2433	1033	209	41	1145	--	2428

Demand ratio   1:1   Dropout % --

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

> Coaching for entry in services, special reading room, with library facility, Internet facility, lecture of experts etc.

No. of students beneficiaries

Around 150

5.5 No. of students qualified in these examinations

NET 01 SET/SLET 07 GATE [ ] CAT [ ]

IAS/IPS etc [ ] State PSC [ ] UPSC [ ] Others 01 (IBPS)

5.6 Details of student counselling and career guidance and No. of students benefited:

> 1) Lecture of experts: around 100 students benefited
> 2) Workshop on communication skill and personality development on 14/09/13 : 73 students benefited.
> 3) One day workshop on communication skills on 17/02/14 : 75 Students benefited.

5.7 Details of campus placement

	On campus		Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	116	22	--

5.8 Details of gender sensitization programmes

Sixty three girl students participated in various personality development workshops organised in adjoining area.

The college conducted eight days (15th to 22nd Jan 2014) 'Swaimsiddha' workshop sponsored by the affiliating university. Fifty girl students participated in it, and were provided training of karate, use of lathi and knife for self defence.

5.9 Students Activities

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

State/ University level ⟨166⟩ National level ⟨11⟩ International level ⟨--⟩

No. of students participated in cultural events

State/ University level ⟨39⟩ 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 ⟨9⟩ National level ⟨--⟩ International level ⟨--⟩

Out of these 8 medals in Yuvarang & one award to Miss Priyanka Chaurasia at state level cultural program

5.10 Scholarships and Financial Support

Particulars	Number of students	Amount in ₹
Financial support from institution. Earn and learn Scheme	50	57800
Financial support from government	1292	89,94,526
Financial support from other sources PTA	02	6,000
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. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision: 'Achieving Excellence in Higher Education for Nation Building'

Mission: 'Committed to Excellence in Higher Education to Empower Youth – with
         Modern Views, Foresight and Global Competency along with
         Social Commitment for Nation Building'.

6.2 Does the Institution has a Management Information System
    Yes. The Principal holds periodic meetings of the departments to take feedback. Contradictory with
    5.2. These help in effective implementation of various activities.

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

6.3.1 Curriculum Development
       25 members have participated in syllabus framing workshops, and the teachers representing on
       Board of Studies and other statutory bodies have positively contributed to thereformation of syllabi
       in N.M.U. Jalgaon.

6.3.2 Teaching and Learning
       In addition to the traditional methods innovative strategies are adopted which include maximum
       use of ICT, Group discussions, personal interviews, paper presentations, participation in
       conferences and seminars. Industrial visits/ study tours. Field works areorganised for students.
       Remedial Coaching for slow learners are also organised. Departmental libraries are strengthened.

6.3.3 Examination and Evaluation
       The institute strictly follows regulations prescribed by the affiliating university.

6.3.4 Research and Development
       Teachers are promoted to participate in various academic forums at various levels.
Faculty members are motivated to carry out and publish their research work. Central Research Centre is
strengthened.

6.3.5 Library, ICT and physical infrastructure / instrumentation
       Books purchased during the year   ₹1,11, 333.
       Expenditure on –
              Office Equipments   ₹ 66025.
              Physics Laboratory Equipments   ₹ 85331
              Chemistry Laboratory Equipments   ₹ 99237
              Geography Department Equipments   ₹ 11350
              Computers Purchased During the year ₹ 1,72,960
       Efforts towards quality improvements through maintenance, strengthening of Infrastructure and
       new construction:
- Auditorium
- Personality Development Hall
- Vermiculture & apiculture (Beekeeping)
- Rain Water Harvesting.
- Solar System.
- Virtual Class Room.
- Video Conferencing.

6.3.6 Human Resource Management

   The teaching faculty has been assigned responsibilities of various committees and carried out various activities time to time.

6.3.7 Faculty and Staff recruitment:
   Well qualified and adequate staff is recruited as per sanctioned by concern authority. The rules and regulations of the UGC, University and Govt. of Maharashtra are strictly followed. Two teachers are promoted on the post of 'Professor'.

6.3.8 Industry Interaction / Collaboration
   Good ambience with industrialists and reputed institutes is preserved. During the year following interactions took place:
- Dept. of Economics: 24 students 08 teachers visited Starch factory, Maldabhadi.
- Dept. of Economics: 24 students 08 teachers visited at Vijaya Fibers, Jamner.
- Dept. of Commerce and Management: 27 students visited different industries.
- Dept. of Biotech. & Micro Biology: 35 students and 02 teachers visited Jalgaon Jilha Dhudh Federation, Jalgaon.

6.3.9 Admission of Students
   Separate admission counselling committee is appointed. The curricula and syllabi are made available with the committee. It guides the students to select the proper course which would best suit their careers. From this year admission to first year UG and PG is progressively made online.

6.4 Welfare schemes for .

Teaching	Group Insurance,Staff credit society, Medical check up camp. Medical reimbursement facility, Felicitation of teachers for special achievements.
Non teaching	Group Insurance,Staff credit society, Medical check up camp. Medical reimbursement facility, Felicitation of staff member for special achievements.
Students	Book Bank facility/ free ship/scholarship/ Earn & learn scheme, Financial help From PTA, Alumni, Medical Check up of Students.

6.5 Total corpus fund generated: Rs. 88 lakh.

6.6 Whether annual financial audit has been done   Yes ✓   No

   The financial accounts audited by both internal and external (Govt. of Maharashtra) auditors regularly.

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Management Authority
Academic	Yes	NAAC, NMU Jalgaon, Joint Dir. of Edu. Jalgaon.	Yes	IQAC
Administrative	Yes	NAAC, NMU Jalgaon, Joint Dir. of Edu. Jalgaon.	Yes	Management

6.8 Does the University/ Autonomous College declares results within 30 days?
   As per the norms of University Act. Results are declared within 45 days after the end of the
   examination.

                    For UG Programmes   Yes   ☐   No   ☐

                    For PG Programmes   Yes   ☐   No   ☐

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?
   Being the affiliated college, all the examinations are conducted by the university.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?
   The university has the provision for getting autonomy to the institution.

6.11 Activities and support from the Alumni Association.
   • Alumni meet are conducted every year
   • Guest Lecture are conducted through alumni

6.12 Activities and support from the Parent – Teacher Association
   PTA conducts periodic meetings. It also makes the fund available to needy students. This year
   following needy students were assisted in the form of admission fees.
   1. Snehal Dinkar Kadam (M.Com II, Roll No 423))
   2. Jitendra Satish Marathe (M. A. Music, Roll No 03)
   Total amount of fees Rs. 3000 each

6.13 Development programmes for support staff.
   • Communication class
   • Computer Literacy programme
   • Recreation tour of non-teaching staff at Gandhi Foundation, Jain Hills, Hartala lake, Hatnoor
     Dam
6.14 Initiatives taken by the institution to make the campus eco-friendly
   • Tree plantation
   • Botanical garden
   • Vermiculture, Apiculture (Beekeeping)
   • Rain Water Harvesting
   • Creation of cleaning awareness among the students.
   • No vehicle day

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.

Organisation of:

1. Two Days Research Guide Workshop on 'Recent Trends in Research' on 1st and 2nd February 2014 (University Level)
2. Communication Skills workshop on31 January 2014 by Department of Commerce and Management.

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

Most of the plans chalked out in the beginning are executed successfully.

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)

1. Title of the Practice: Use of ICT in teaching-learning process.

(**Annexure III :** *Best Practice – 1*) *(Page No. 23)*

2. Title of the Practice: Facility for installments and facilitation of payment of fees to students, and maintenance of financial stability of the college.

(**Annexure IV :** *Best Practice – 2*) *(Page No. 24)*

7.4 Contribution to environmental awareness / protection

- No Vehicle day on Saturday.
- Tree plantation in college campus.
- Dustbins at various places.
- Compost manure produced for the plants in college premises.

7.5 Whether environmental audit was conducted?   Yes ☐   No ✔

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

SWOT Analysis:

Strength:

1. Qualified and experienced faculty.
2. Beautiful and adequate campus.
3. Enriched central library, Departmental library and state-of-the-art laboratories.
4. Harmonious relationship among stakeholders.
5. Supportive management.
6. Cosmopolitan nature of students.
7. Maximum use of ICT in teaching learning.

Weakness:

1. Limited placement facility due to less industrial area.
2. Lack of space for further development of campus.

Opportunities:

1. More linkages with industries/ institutes of repute.
2. Developing the college as a cluster college; it being a lead college in the area.
3. Exploring students to global challenges.
4. More job opportunities through industry linkages.

Threats:

1. Strengthening research through industry linkages.
2. Developing communication/ soft skills of students coming from vernacular medium.
3. Attracting more students to basic courses.
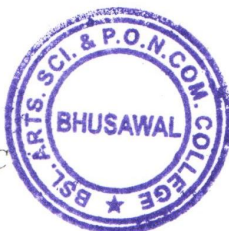4. Attracting faculty of repute.

8. Plans of institution for next year

- Preparation to interact with Peer Team.
- New class rooms are to be constructed.
- Delinking of Junior College.
- Strengthening Central Research Centre.
- Establishment of Commerce, Management and Economics Research Centre.
- Collaboration with reputed institutions and industries to be initiated.
- To publish a golden jubilee souvenir.
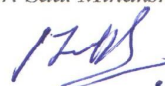- More seminars, conferences are to be organized.

Name: Sudheer N. Nehate

Signature of the Coordinator, IQAC

Name: Dr. Sau. Minakshi V. Waykole

Signature of the Chairperson, IQAC

PRINCIPAL
Bhusawal Arts, Sci. & P.O. Nahata
Com. College, Bhusawal

Annexure I : *Academic Calendar*

<div align="center">

ACADEMIC CALENDAR 2014-15

</div>

Semester I: 16-06-2014 to 31-10-2014- 153 days.
Winter Vacations: 01-11-2014 to 25-11-2014
Semester II: 26-11-2014 to 30-04-2015- 150 days
Summer Vacations: Commences from 01-05-2015

<div align="center">

Section- I: Academic Transactions

</div>

- Start of teaching schedule: 25-06-2014 for Semester I and 27-11-2014 for Semester II
- End of teaching schedule: 15-10-2014 for Semester I and 15-03-2015 for Semester II
- Tentative dates of Internal exam: Semester I- 16-10-2014 to 20-10-2014;
                                          Semester II- 16-03-2015 to 20-03-2015.
- Organisation of seminars/ Group Discussions: Last Saturday of Every month.
- Meetings of Departments to take stock of planned activities: Last day of every month.
- Meeting with students to take feedback: 02-08-2014 and 03-01-2015
- Online uploading of Reaccreditation Report on college website: 04-07-2014
- Submission of Reaccreditation Report to NAAC: 04-08-2014
- Tentative dates of Peer Team visit: December 2014.

<div align="center">

Section- II: Administrative Transactions

</div>

- Principal's Address to teachers and other employees: 20-06-2014
- Principal's Address to newly enrolled students: 25-06-2014
- Tentative dates of Cultural Programme of students: Last week of December 2014
- Popular lectures to be organized to inculcate human values: Once in a month
- Tentative dates of campus interview: January 2015
- Flag hoisting and NCC caremonial parade: 15-08-2014; 26-01-2015; 01-05-2015
- NSS One day camp: 02-10-2014
- Tentative dates of NSS Special Camp: 25-12-2014 to 31-12-2014
- Programme to appreciate academic achievements of faculty members: 05-09-2014
- Programme to appreciate academic achievements of students: January 2015
- Major facilities to be created: Personality Development Centre, Extension of Language Lab.
- Month in which "Teachers Self-appraisal" forms are to be submitted: February 2015
- Tentative schedule of Examinations: Semester I: 21-10-2014 to 30-11-2014;
                                          Semester II: 21-03-2015 to 31-05-2015
- Declaration of Results: After 45 days of examination
- Submission of Teaching Plan: Before the start of teaching schedule
- Submission of Teaching follow up: Semester I- 16-102014; Semester II- 16-03-2015
- Principal's review of teaching-learning and other activities: Semester I- 19-10-2014;
    Semester II- 19-03-2015
- Proposed infrastructure innovation: Separate Junior College Building
- Tentative dates of students visits to industry: October 2014, December 2014
- Self assessment forms to be filled in: January 2015
- Feedback forms: March 2015.

(Note: This academic calendar is prepared as per dates provided by the university, and after over all discussion of staff and administration. It might change according to suit the needs.)

                                                                        Principal

Annexure II : *An Analysis of the feedback*

Bhusawal Arts, Science and P.O. Nahata Commerce College, Bhusawal

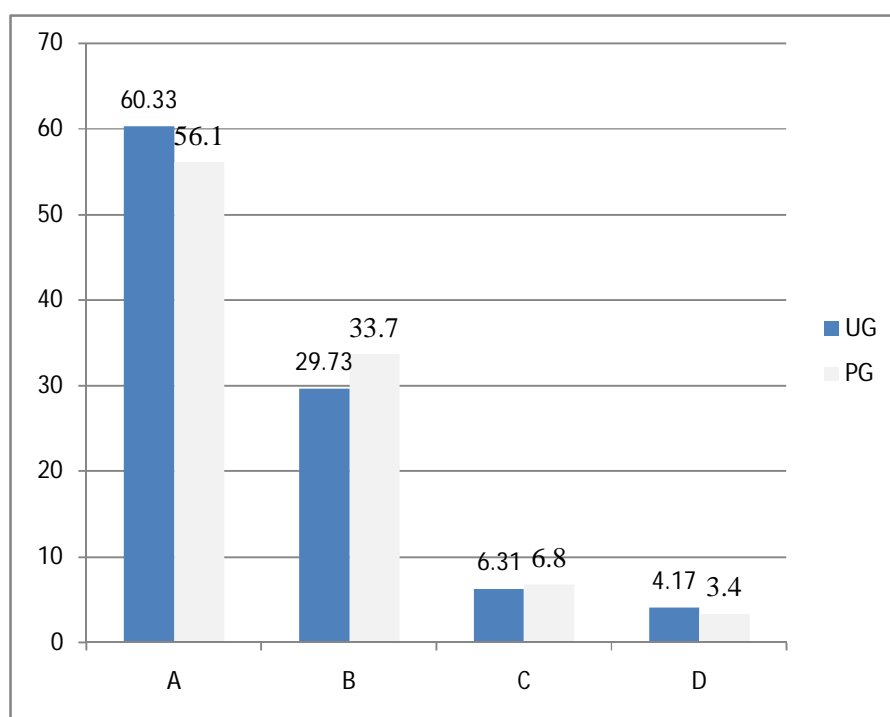### An Analysis of the feedback: Students' Overall Evaluation: 2013-14

Dept.	UG					PG				
	Students' Responses					Students' Responses				
	A*	B*	C*	D*	Total	A*	B*	C*	D*	Total
Marathi	76	12	00	00	88	236	67	22	05	330
Hindi	46	19	01	00	66	92	19	0	0	111
English	191	59	13	06	269	122	60	25	13	220
Economics	85	16	01	08	110	176	60	10	08	254
Geography	61	35	05	01	102	29	28	08	04	69
Music	--	--	--	--	--	39	05	00	00	44
History	84	12	07	05	108	--	--	--	--	--
Pol. Sci.	70	30	05	05	110	--	--	--	--	--
Commerce	455	335	75	49	914	359	353	43	24	779
BBA	43	47	14	15	109	--	--	--	--	--
BBM	14	21	06	03	44	--	--	--	--	--
Physics	25	14	05	00	44	--	--	--	--	--
Chemistry	87	44	12	11	154	29	25	06	06	66
Botany	27	06	01	01	35	--	--	--	--	--
Zoology	18	04	00	01	23	--	--	--	--	--
Biotech.	15	06	02	00	23	--	--	--	--	--
Microbio.	41	27	01	00	69	--	--	--	--	--
Maths	93	28	09	05	130	33	53	13	11	110
Comp. Sci.	131	55	10	00	196	80	48	18	01	147
I.T.	43	21	01	01	66	--	--	--	--	--
Grand Total	1605	791	168	111	2506	1195	718	145	72	2130
Total %	60.33	29.73	6.31	4.17	100	56.10	33.70	6.80	3.40	100

* refer to multiple responses given in the questionnaire.

    Chairman   **Principal**

Feedback Committee

Graphical Representation of Students' Overall Evaluation 2013-14

A, B, C and D - refers to multiple responses given in the questionnaire.

<u>**Annexure III :**</u> *Best Practice - 1*

1. **Title of the Practice: Use of ICT in teaching-learning process.**

2. **Goal:** To make teaching-learning more student-centric.
To optimally utilize available facilities.
To grow the bond of teacher-student.

3. **Context:**
The college is situated in a semi-urban area and most of the students hail from rural, even tribal area. These students are mixed with those coming from cosmopolitan background. This form various socio, economic and cultural contexts that the students belong to shape their academic life and progress.
The nineties saw liberalization in India which brought rapid change in the field of technology. It made its entry not only in the field of industry but also in the field of education. The use of technology in the field of education brought a number of advantages.
Use of ICT brings the information of whole world at hand, it makes learning more student centric. Being innovative it increases curiosity of the students.

4**. The Practice:**
Through the meetings with heads, Principal directs them to increase use of ICT in the teaching-learning process. At departmental level, decisions are taken to optimally utilize ICT facilities available in the college. Teachers resolve to complete at least 20% of syllabus using only ICT. With the help of ICT traditional methods become more effective. Teachers use internet, You Tube, PPT presentations as a mode of teaching. The college has made available all the necessary facilities to the departments.

5**. Evidence of Success:**
Teaching-learning has become more students centric. Seeing the results, the college has provided LCD projectors along with latest configured computers with broadband facility. Three smart classrooms have been established to make available more facilities. The success is seen also the process that students use ICT while delivering seminars.

6**. Problems Encountered and Resources Required:**
For procurement of ICT facilities, more funds are needed. This is solved through availing grants under College with Potential for Excellence. Power problems have also been faced due to severe energy crisis in the state. It is also solved by purchasing a 30 kv generator.

7. **Contact details:**
Name of the Principal: Dr. Meenakshi V. Waykole
Name of the Institution: Bhusawal Arts, Science and P.O. Nahata Commerce College, Bhusawal
City: Bhusawal
Pin Code: 425201
Accredited Status: Grade 'A'
Work Phone: 02582-240606, 240746, Fax No.: 02582-240746.
Website: www.basponccollege.org
E-mail: poncollege@yahoo.com

<u>Annexure IV</u> : *Best Practice - 2*

1. **Title of the Practice: Facility for installments and facilitation of payment of fees to students, and maintenance of financial stability of the college.**

2. **Goal:**
       To provide installments in fees to needy students.
To make available the facility of paying fees after getting scholarship.
To render effective service to poor students.
To increase strength of enrolment.

3. **Context:**
The adjoining area of the college is non irrigated agriculture, tribal area. The students enrolled in the college constitute most of the population of those coming from this area. Most of the parent-farmers rely on only rain water; and they face financial problems in the month of June, when at one hand they have to buy seeds, fertilizers and other related material, and on the other have to pay admission fees of their wards. This results a heavy burden on them. Sometimes potential students are forced to suspend or even discontinue their higher education. Through the social surveys conducted by the college, this thing is apparent in the conclusions. The students, even their parents are willing to opt for higher college but inadequate finance forces them to this condition. The college has primarily thought over this problem: on either side they have to attract students, on another, has to maintain financial stability.

4. **The Practice:**
The college has evolved a practice to meet both ends: admitting poor students and maintaining financial stability. The students are motivated by the faculty in individual visits, through advertisements, and other sources to get enrolment in the college. They pay provided with two options: either they can pay the fee in installments, especially for the self-funded courses, or they may pay nominal fees in the beginning and remaining fees can be paid only after receipt of their respective scholarship from Government. In this way financial stability is maintained.

5. **Evidence of Success:**
The practice has resulted into good number of poor students who got admitted in the college otherwise those would have been drop out.

6. **Problems Encountered and Resources Required:**
No serious problems are faced.

7. **Contact details:**
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