# Annual Quality Assurance Report

# (2016-2017)

### Submitted by
# Internal Quality Assurance Cell (IQAC)
# Late Dattatraya Pusadkar Arts College, Nandgaon Peth, Dist. Amravati Maharashtra
## Accredited 'B' Grade by NAAC

### NAAC Track ID : MHCOGN 21864



# Submitted to
# National Assessment
# and
# Accreditation Council (NAAC)
# Bangaluru

# Late Dattatraya Pusadkar Arts College, Nandgaon Peth, Tq. Dist.Amravati.

## The Annual Quality Assurance Report (AQAR) of the IQAC (2016-17)

### Part – A

**1. Details of the Institution**

**1.1 Name of the Institution**

Late Dattatraya Pusadkar Arts College,

**1.2 Address Line 1**

Nandgaon Peth

**Address Line 2**

Dist. Amravati

**City/Town**

Nandgaon Peth

**State**

Maharashtra

**Pin Code**

444901

**Institution e-mail address**

ldpac164@sgbau.ac.in

**Contact Nos.**

Institution: 0721-2100616/
Principal:    0721-2550847

**Name of the Head of the Institution**:

Dr. Vijay D. Darne

**Tel. No. with STD Code:**

0721-2100616

**Mobile:**

09420123346

**Name of the IQAC Co-ordinator:**   Dr. G. M. Tirmanwar

**Mobile:**   09422551216

**IQAC e-mail address:**   gmtirmanwar@gmail.com

**1.3 NAAC Track ID** *(For ex. MHCOGN 18879)*   **MHCOGN 21864**

**1.4 NAAC Executive Committee No. & Date:**   EC(SC)/17/A&A/78.1
   *(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:**   **http://www.dpacnandgaon.org**

Web-link of the AQAR: **http://www.dpacnandgaon.org/IQAC/LDPAC-AQAR-2016-17.pdf**

Note: Kindly click on the Hyperlink- IQAC

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

**1.6 Accreditation Details**

| Sl. No. | Cycle | Grade | CGPA | Year of Accreditation | Validity Period |
|---------|-------|-------|------|----------------------|-----------------|
| 1 | 1st Cycle | B | 2.18 | 2016 | Sept, 2021 |
| 2 | 2nd Cycle | - | - | - | - |
| 3 | 3rd Cycle | | | | |
| 4 | 4th Cycle | | | | |

**1.7 Date of Establishment of IQAC:** DD/MM/YYYY   01/04/2014

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

| 2016-17 |
|---------|

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

- i. AQAR **2016-17 submitted to NAAC on 26-12-2018** (DD/MM/YYYY)
- ii. AQAR_____ _____ (DD/MM/YYYY)
- iii. AQAR_____ _____ (DD/MM/YYYY)
- iv. AQAR_____ _____ (DD/MM/YYYY)

**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)*　　Sant Gadge Baba Amravati University, Amravati.

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

Autonomy by State/Central Govt. / University　| No |

University with Potential for Excellence | No |　　UGC-CPE | No |

DST Star Scheme | No |　　UGC-CE | No |

UGC-Special Assistance Programme | Nil |　　DST-FIST | No |

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

UGC-COP Programmes | Nil |

## 2. IQAC Composition and Activities

**2.1 No. of Teachers** | 07 |

**2.2 No. of Administrative/Technical staff** | 01 |

**2.3 No. of students** | -- |

**2.4 No. of Management representatives** | -- |

**2.5 No. of Alumni** | -- |

**2. 6 No. of any other stakeholder and community representatives** | 02 |

**2.7 No. of Employers/ Industrialists** | -- |

**2.8 No. of other External Experts** | -- |

**2.9 Total No. of members** | 10 |

**2.10 No. of IQAC meetings held** | 03 |

**2.11 No. of meetings with various stakeholders:** No. 03  Faculty 03

Non-Teaching Staff /Students | 03 | Alumni | 00 | Others | Nil |

**2.12 Has IQAC received any funding from UGC during the year?** Yes [ ]  No [✓]

If yes, mention the amount | --- |

**2.13 Seminars and Conferences (only quality related):** Nil

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. | -- | International | -- | National | -- | State | --- | Institution Level | -- |

(ii) Themes

**2.14 Significant Activities and contributions made by IQAC**

- Arranged seminars presentations of students and invited talks.
- The periodical meetings of the Staff Council's were held in an academic year to review academics and support activities conducted.
- Continuous evaluation method was employed in the form of Unit Tests, Assignments, Tutorials and Terminal Examinations to judge the learner's performance.
- Guiding teachers for self appraisal, API and promotions through CAS of UGC.
- Monitoring the performance of the teaching - learning activities.
- Efforts were taken to enhance quality in academic as well as activities of societal outreach such as save girl child and sensitization of burning issues.

## 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
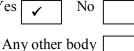
| Plan of Action | Achievements |
|---|---|
| • Teachers will be motivated to participate in conference and seminars to update their knowledge. | • 7 faculty members attended seminars/conferences held at various institutes.<br>• 02 faculty member attended short-term course.<br>• 12 research papers were published by faculty members in various journals as well as in conferences. |
| • Students' participation in competitive events (Co-curricular, sports and cultural) at all levels including University Youth Festival will be encouraged, Workshops, seminars and guest lectures will be organized for students.<br>• Sports facilities will be further enhanced.<br>• To encourage more participation in NSS and other Extension activities. | • 15 students represented the college at university level Youth Festival.<br>• 04 student was honoured with colour by SGBAU in sports activities.<br>• Women team of Kho-Kho won the S.G.B. Amravati University Inter-Collegiate Tournament.<br>• Cross-Country (Women) Team Achieved 2nd General Championship in SGB Amravati University Inter-Collegiate Tournament.<br>• 21 students were felicitated for securing highest marks in various subjects at the college level.<br>• 04 activities were organized by the NSS unit of the college along with a special residential camp held at Yawali.<br>• 02 educational tour was arranged in the college. |
| • To conduct a workshop to train the faculty to achieve Internet Proficiency | • One Day Workshop on 'Internet Proficiency' was conducted. |
| • To organize a workshop/training for non-teaching staff | • It is decided to take workshop for non-teaching staff in the next year i.e. 2017-18. |

**2.15 Whether the AQAR was placed in statutory body**   Yes [✔]   No [ ]

Management (LMC) [✔]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken

> The management went through the AQAR and expressed their satisfaction to see that the institution has been enhancing quality in all respect. The management also instructed the principal to pay special attention to areas of weaknesses.

**Part – B**

**Criterion – I**

## 1. Curricular Aspects

### 1.1 Details about Academic Programmes

| Level of the Programme | Number of existing Programmes | Number of programmes added during the year | Number of self-financing programmes | Number of value added / Career Oriented programmes |
|---|---|---|---|---|
| Ph D | -- | -- | -- | -- |
| PG | -- | -- | -- | -- |
| UG | 01 | -- | -- | -- |
| PG Diploma | -- | -- | -- | -- |
| Advanced Diploma | -- | -- | -- | -- |
| Diploma | -- | -- | -- | -- |
| Certificate | -- | -- | -- | -- |
| Others | -- | -- | -- | -- |
| **Total** | 01 | -- | -- | -- |

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

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

| Pattern | Number of programmes |
|---|---|
| Semester | -- |
| Trimester | -- |
| Annual | 01 |

### 1.3 Feedback from stakeholders*
*(On all aspects)*

Alumni [ -- ]   Parents [ ✔ ]   Employers [ -- ]   Students [ ✔ ]

Mode of feedback : Online [ ]   Manual [ ✔ ]   Co-operating schools (for PEI) [ ]

**(Note: Feedback Analysis Report for the Academic Year 2016-2017 is attached as Annexure-II)**

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

NIL

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

NIL

**Criterion – II**

**2. Teaching, Learning and Evaluation**

**2.1 Total No. of permanent faculty**

| Total | Asst. Professors | Associate Professors | Professors | Others |
|-------|------------------|----------------------|------------|--------|
| 09 | 05 | 03 | 00 | 01 |

**2.2 No. of permanent faculty with Ph.D.**    07

**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 |
| - | -- | - | - | - | - | - | - | - | -- |

**2.4 No. of Guest and Visiting faculty and Temporary faculty**    01 Temporary

**2.5 Faculty participation in conferences and symposia:**

| No. of Faculty | International level | National level | State level |
|----------------|--------------------|----------------|-------------|
| Attended Seminars/ Workshops / Conf. | -- | 05 | 02 |
| Presented papers | -- | 05 | 02 |
| Resource Persons | -- | 01 | -- |

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

- Use of ICT in teaching learning process
- Faculty and students are encouraged to use e-resources
- INFLIBNET N-List for e-journals Library

**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)**

- The college is affiliated to SGBAU, Amravati.
- The Question papers of University examination are sent to Examination Officer on the same day through e-mail by the University.
- The answer sheets are Bar Coded for online evaluation mechanism provided by the university.

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

| -- | -- | -- |
|---|---|---|

**2.10 Average percentage of attendance of students**

| 77 % |
|---|

**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** | | | | | | |
| B.A. | 78 | 02 | 18 | 20 | 04 | 56.41% |

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

- The IQAC sets broad objectives and plans at the beginning of the academic year which includes various activities to enhance quality in academic process. Twice in an academic year, review meetings of the faculty are conducted to discuss and evaluate the functioning in view to improve academic processes. The IQAC regularly observes the actual implementation of the strategies adopted and suggestions made in the perspective plan of the academic year.

**2.13 Initiatives undertaken towards faculty development**

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

**2.14 Details of Administrative and Technical staff**

| Category | Number of Permanent Employees | Number of Vacant Positions | Number of permanent positions filled during the Year | Number of positions filled temporarily |
|---|---|---|---|---|
| Administrative Staff | 8 | -- | 8 | - |
| Technical Staff | -- | -- | -- | -- |

**Criterion – III**

**3. Research, Consultancy and Extension**

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

> 1. Encourage the faculty to submit the Major / Minor Research Projects to UGC

**3.2    Details regarding major projects**

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

**3.3    Details regarding minor projects**

|  | Completed | Ongoing | Sanctioned | Submitted |
|---|---|---|---|---|
| Number | -- | 01 | -- | -- |
| Outlay in Rs. Lakhs | -- | 100000/- | -- | -- |

**3.4    Details on research publications**

|  | International | National | Others |
|---|---|---|---|
| Peer Review Journals | - | 6 | - |
| Non-Peer Review Journals | - | -- | - |
| e-Journals | - | - | - |
| Conference proceedings | -- | 3 | -- |

**3.5 Details on Impact factor of publications:**

Range    | **0-5.38** |    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 | 2 year | UGC/ WRO Pune | 100000 | -- |
| Interdisciplinary Projects | - | - | - | - |
| Industry sponsored | - | - | - | - |
| Projects sponsored by the University/ College | - | - | - | - |
| Students research projects *(other than compulsory by the University)* | - | -- | - | - |
| Any other(Specify) | - | - | - | - |
| Total | - | - | 100000 | -- |

**3.7 No. of books published**   i) With ISBN No. [ 1 ]   Chapters in Edited Books [ - ]

ii) Without ISBN No. [ 0 ]

**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** [ Nil ]

**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**   [ 2 ]

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

From funding agency [ 1 Lakh ]   From Management of University/College [ - ]

Total [ 1 Lakh ]

**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**   [ 1 ]
     **who are Ph. D. Guides**
     **and students registered under them**   [ 6 ]

**3.19 No. of Ph.D. awarded by faculty from the Institution**   [ -- ]

**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 [ 2 ]   State level [ -- ]

National level [ -- ]   International level [ -- ]

**3.22 No. of students participated in NCC events:**

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

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

**3.23 No. of Awards won in NSS:**

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

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

**3.24 No. of Awards won in NCC:**

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

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

**3.25 No. of Extension activities organized: 24**

University forum | -- |   College forum | 12 |

NCC | -- |   NSS | 04 |   Any other | -- |

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

1. Blood Donation Camp.

2. International yoga day celebration.

3. Debate Competition.

**Criterion – IV**
**4. Infrastructure and Learning Resources**

**4.1 Details of increase in infrastructure facilities:**

| Facilities | Existing | Newly created | Source of Fund | Total |
|---|---|---|---|---|
| Campus area | 1440 Sqmts. | - | - | 1440 Sqmts |
| Class rooms | 3 | - | - | 3 |
| Laboratories | 1 | - | - | 1 |
| Seminar Halls | 1 | - | - | 1 |
| No. of important equipments purchased (≥ 1-0 lakh) during the current year. | -- | -- | -- | -- |
| Value of the equipment purchased during the year (Rs. in Lakhs) | -- | -- | -- | -- |
| Others | -- | -- | -- | -- |

**4.2 Computerization of administration and library**

- The office administration is computerized with an in house software SCHOLAR.
- The library is automated with e-granthalaya package.
- Membership of N-List Programme.

**4.3  Library services:**

| | Existing | | Newly added | | Total | |
|---|---|---|---|---|---|---|
| | No. | Value | No. | Value | No. | Value |
| Text Books | 5812 | 674179 | 139 | 40365 | 5951 | 714544 |
| Reference Books | 414 | 387251 | -- | -- | 414 | 387251 |
| e-Books | - | - | -- | -- | -- | -- |
| Journals | 10 | 11540 | 1 | 600 | 11 | 12140 |
| e-Journals | - | - | -- | -- | -- | -- |
| Digital Database | - | -- | -- | -- | -- | -- |
| CD & Video | 126 | 39677 | -- | -- | 126 | 39677 |
| Others (specify) | - | - | -- | -- | -- | -- |

**4.4 Technology up gradation (overall)**

|  | Total Computers | Computer Labs | Internet | Browsing Centres | Computer Centres | Office | Depart-ments | Others |
|---|---|---|---|---|---|---|---|---|
| Existing | 30 | 1 | - | 1 | -- | 1 | - | - |
| Added | -- | - | - | - | - | - | - | - |
| Total | 30 | 01 | -- | 1 | - | 1 | - | - |

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

- Training workshops for teachers and support staff to achieve computer proficiency.
- The institution organized e- literacy programs for the teaching and non-teaching staff.

**4.6 Amount spent on maintenance in lakhs :**

i) ICT                                      14000

ii) Campus Infrastructure and facilities     --

iii) Equipments                              --

iv) Others                                   --


                              **Total :**    14000

**Criterion – V**

**5. Student Support and Progression**

**5.1 Contribution of IQAC in enhancing awareness about Student Support Services**

- IQAC arranges timely meetings and takes initiatives regarding various reforms.
- College Website is redesigned and upgraded.
- Various committees like Student Welfare, NSS, Competitive Examination cell support the students in participating and organising various activities.
- Through Notice- board, Letter correspondence and Circulars.
- Tutor Ward cell conducted visits of the tutors to the houses of wards.
- During the informal interaction with the students in the college premises and staff Rooms.

**5.2 Efforts made by the institution for tracking the progression**

- Through interaction with the Alumni.
- Result analysis, performance in various activities.
- During the visits to the houses of wards allotted under Tutor-Ward Cell.

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

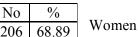| UG | PG | Ph. D. | Others |
|-----|-----|--------|--------|
| 299 | -- | -- | --- |

(b) No. of students outside the state

| -- |
|----|

(c) No. of international students

| --- |
|-----|

| No | % | |
|----|------|-----|
| 93 | 31.10 | Men |

| No | % | |
|-----|-------|-------|
| 206 | 68.89 | Women |

| Last Year(2015-2016) | | | | | | This Year(2016-2017) | | | | | |
|---------|-----|-----|-----|------------------------|-------|---------|-----|-----|-----|-------------------------|-------|
| General | SC | ST | OBC | Physically Challenged | Total | General | SC | ST | OBC | Physically Challenged | Total |
| 32 | 77 | 03 | 191 | ---- | 301 | 26 | 95 | 10 | 168 | -- | 299 |

Demand ratio : UG 1:1                    Dropout %  UG:  20%   PG: ---

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

- Arranging interactions with the Expert and academicians in the field.
- Adequate number of competitive books made available.
- Expert lecture on English Grammar in Competitive Examination of Dr. R. M. Patil was organized.
- Expert lecture on History & Competitive Examination of Dr. Omprakash Bobade was organized.
- Expert lecture on Political Science & Competitive Examination of Dr. Rajesh Bambole was organized.

No. of students beneficiaries | 48

**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**

- Organized Guest lectures for career counselling.
- Efforts by the faculty at departmental level.

No. of students benefitted | 48

**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 |
| -- | -- | -- | -- |

**5.8 Details of gender sensitization programmes**

- Gender sensitization programs are conducted regularly by awarding 'Savitribai Fule Adarsha Palak Puraskar'.
- Conducting awareness lectures for gender sensitization.

**5.9 Students Activities**

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

State/ University level    85    National level    --    International level    --

    **No. of students participated in cultural events**

State/ University level    15    National level    --    International level    --

    **5.9.2    No. of medals /awards won by students in Sports, Games and other events**

Sports : State/ University level    02    National level    --    International level    --

Cultural: State/ University level    --    National level    --    International level    --

**5.10 Scholarships and Financial Support**

|  | Number of students | Amount |
|---|---|---|
| Financial support from institution | --- | ---- |
| Financial support from government | 209 | 419353 |
| Financial support from other sources |  |  |
| Number of students who received International/ National recognitions | -- | --- |

**5.11    Student organised / initiatives**

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

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

**5.12    No. of social initiatives undertaken by the students**    --

**5.13 Major grievances of students (if any) redressed:**

    No major grievances were reported whatever feedback received was in the form of suggestions.

**Criterion – VI**

## 6.  Governance, Leadership and Management

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

> **Vision:** To educate, groom and inspire the rural youths to be the nationalist citizens who would strive to be equipped with highest ethical, ideological, philosophical and intellectual honesty and integrity in their private, public and professional endeavours.
>
> **Mission:** To strive to produce self reliant, promising and motivated citizens from rural area committed to contribute their worth in the endeavours of healthy Nation-Building by ensuring the sustenance and enhancement of quality culture of education in the institution.

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

> No

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

### 6.3.1  Curriculum Development

> The syllabus prescribed by Sant Gadge Baba Amravati University is followed by the college.

### 6.3.2  Teaching and Learning

> - The Annual Plan is prepared by the institution. Strategies for Teaching and Learning are adopted to bring in qualitative enhancement.
> - Establishment of the course plan for every subject well before the commencement of each academic year..
> - "Tutor-Ward System" is involved in the mentoring of students by the teachers.
> - Use of ICT Classroom.
> - Apart from teaching –learning, students motivated and guided  to take part in co-curricular, cultural, extra-curricular and extension activities.

### 6.3.3 Examination and Evaluation

> The Examination Committee conducts college examinations. The schedule of examination and Evaluation methods of college and University examinations are explained to the students. Continuous evaluation through unit tests, home assignments and terminal examinations is carried out throughout the academic session. Copies of the question paper sets of previous years are made available in the library. Model question papers are set for college examinations according to the University question paper pattern.

### 6.3.4 Research and Development

- The faculty members are encouraged to gear up the research activity.
- The faculty is encouraged to enhance professional competencies by attending refresher courses, orientation courses, short term and other courses.
- It monitors the progress of research projects, papers published/presented by faculty members in journals and conferences.

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

- In order to bring smooth functioning of the library, Library Advisory Committee is formed.
- It also acts upon the feedback received from the students.
- Upgrading computer systems and software time to time.
- The College has adequate infrastructural facilities to run academic programmes.
- The greenery in the campus is maintained.
- Modification and regular maintenance of equipment in laboratories and sports.

### 6.3.6 Human Resource Management

- The performance of every staff member is regularly assessed through annual self-appraisal, feedback from students and parents.
- Special facility has been made for training programmes on IT to achieve skill upgradation, familiarization and maintenance of equipment used by the non-teaching staff and also by promoting them for higher studies.
- Teachers are sent for Orientation and Refresher Courses.
- Motivated to carry out research work for doctoral degree, to publish papers and to participate in conferences.
- Workshops for Computer Literacy for the staff are arranged.
- The institution encourages the faculty to become members in professional associations.

### 6.3.7 Faculty and Staff recruitment

- Faculty and staff are recruited in accordance with the University and/or Government-approved procedures.

### 6.3.8 Industry Interaction / Collaboration

Nil

### 6.3.9 Admission of Students

The Admission Committee ensures transparency in the admission process. The institution provides an annually updated college prospectus containing information regarding the courses available in the college and their intake capacities along with other information relating to the admission process. Students are admitted strictly according to University/State Government rules and on merit basis. The State Government has prescribed a stipulated quota for different sections of students viz., SC, ST, VJ / NT and OBC. This is taken into consideration during admissions.

**6.4 Welfare schemes for**

| Teaching | Loans, Medical Allowance, LTC, GIS |
|---|---|
| Non teaching | Loans, Medical Allowance, LTC, GIS |
| Students | Freeships, Scholarships, EBC, PTC, STC, Meritorious Minority Students Scholarship |

**6.5 Total corpus fund generated**  --

**6.6 Whether annual financial audit has been done** ✓ Yes ☐ No

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

| Audit Type | External | | Internal | |
|---|---|---|---|---|
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | Joint Director, HE | Yes | Principal & Academic Audit Committee |
| Administrative | | | | |

**6.8 Does the University/ Autonomous College declares results within 30 days? NA**

For UG Programmes   Yes ☐   No ☐

For PG Programmes   Yes ☐   No ☐

**6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?**

The institution is affiliated to Sant Gadge Baba University, Amravati and follows its rules and regulations regarding Examination Reforms.

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

NA

**6.11 Activities and support from the Alumni Association**

The Alumni Association holds meetings twice a year to collect relevant information regarding progression. It interacts with students to inspire and motivate them and provide career counselling. Alumni Association donates two bicycles to economically backward girl students.

### 6.12 Activities and support from the Parent – Teacher Association

> The Parent-Teacher meetings is held once in a year or whenever necessary to solve problems regarding the student, to gain feedback, and to appraise the parent of the student's academic performance and for counselling. The Tutor-Ward System also ensures that the parents and teachers are in contact for the benefit of the ward.

### 6.13 Development programmes for support staff

- Computer Literacy Programmes.
- Providing better infrastructural facilities at the workplace to enhance professional efficiency.
- To motivate them towards a paperless work culture.

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

- Tree Plantation in Campus
- Rainwater Harvesting
- Regular cleaning and maintenance of surroundings
- Care and maintenance of trees in the campus.
- Provision of dustbins and promotion of plastic free practices is practised earnestly.

**Criterion – VII**

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

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

> The institution strengthened the activities of it's already established the Tutor-ward Cell by increasing the number of visits to the students' houses to enquire regarding overall progress of the wards allotted to the tutors. The system helps the institution to know the socio-cultural and educational background of the wards so as to device specific measures to deal with their problems.

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

> - 21 students were felicitated for securing marks in various subjects at the college level
> - 04 student were honoured with colours by SGBAU in sports and cultural activities.
> - Women team of Kho-Kho won the S.G.B. Amravati University Inter-Collegiate Tournament.
> - Women Athletics Team won the 2nd General Championship in  S.G.B. Amravati University Inter-Collegiate Tournament.
> - 15 students represented the college at university level Youth Festival
> - 12 research papers were published by the faculty members in various journals & conferences.
> - 02 faculty member attended short-term course.

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

> - 'Savitribai Fule Adarsha Palak Puraskar'
> - Bicycle Training for Girl Students

**(Note: Details of Best Practise(s) as per format have been attached – Annexure-III)**

**7.4 Contribution to environmental awareness / protection**

> The students of the institution undertook tree-plantation program under the aegis of NSS.

**7.5 Whether environmental audit was conducted?**     Yes  | ✓ |     No  | |

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

Nil

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

- Organization of National Conference.
- Organization of one day workshop for Non-Teaching Staff on university level.
- Parents-Teachers Meet
- Under Tutor-ward system faculty visits to the houses of wards
- Remedial coaching for slow learners
- Organization of Games and sports competitions at college and University level by department of Physical Education.
- To encourage students' participation in curricular, co-curricular and extra-curricular, cultural and technical events.
- To encourage research activities and promotion of research publications.
- To encourage social outreach activities through NSS.
- To Promoting more educational tours.

*Dr. G. M. Tirmanwar*                                     *Dr. V. D. Darne*

(Dr. Vijay Darne)
Principal
Late Dattatraya Pusadkar Arts College
Nandgaon Peth, Tq. Dist. Amravati.

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

_____ \*\*\* _____

## List of Annexure

1. **Annexure I: Academic Calendar of the year**
2. **Annexure II: Analysis of the Feedback**
3. **Annexure III: Two Best Practices of the Institution**

# Academic Calendar (Session 2016-17)

1. Staff Council meeting and other committee meetings will be held after 12 p.m.
2. Co-curricular activities will be taken on every Saturday after 12.00 p.m.
3. Every teacher has to engage Power-Point presentation as much as possible.
4. NSS Regular Programmes will be held as per the schedule of NSS office of SGBAU.

Session starts from : 13 June 2016

Admission process begins : Just after the result of Entry Exams

A) General address by the Principal : 1st week of August

B) Meetings of the Local Management Committee

    Meeting 1 : Last week of August

    Meeting 2 : 1st week of March

C) 1) Administrative staff meeting : Last week of every month

    2) Staff Council Meeting : Last week of every month

    3) IQAC meeting : Three meetings during the year

    4) UGC Planning Board Meeting : As per requirement

    5) NAAC meeting : Three meetings during the year

D) Grievance Redressal Meeting : As per requirement

E) Inauguration of Departmental Board of Studies

    : 1st to 15th September 2016

F) Examination Schedule 2016-17

    First Unit Test : Last week of September -2016

    Second Unit Test : 1st week of January - 2017

    First Term Exam : Next day after Diwali Vaccation

    Second Term Exam : Last week of February-2017

G) NSS Special Camp : Next day after First Term Exam

H) API Score Assessment : 30 April -2017

I) Vacations and Public Holidays : As per academic calendar of

    SGBAU gazette 2016-17

**Analysis of Feedback (2016-2017)**

The feedback for the year 2016-17 was analysed and the observations have been stated below.

The continuous analysis of the teaching and learning process with the help of students' and parents' feedback facilitates the teachers and the college to improve the knowledge, skills and the quality of the education. The college periodically solicits feedback from students of all the courses and from the parents, regarding teachers, college and the office staff. Feedback based on seventeen broad factors, was taken for the year 2014-15 to acquaint with the opinion of the students regarding teachers, college campus, infrastructural facilities, college atmosphere, quality of teaching staff and the position of the college in the region.

1) Regarding the syllabus of each course:
   100% of the students were of the opinion that the syllabus of each course was adequate and challenging.
2) Background for benefiting from the course:
   84% of the students were of the opinion that the background for benefiting from the course was adequate.
3) Course easy or difficult?
   92% of the students were of the opinion that the course was easy and manageable.
4) Syllabus covered in class:
   90% students were of the opinion that 100% of the syllabus was covered in the class.
5) Students' opinion regarding Library material and facilities for the course:
   85% students were of the opinion that the library material and facilities for the course are adequate and more than adequate.
6) Extent of ability to get material for prescribed readings:
   84% students were of the opinion that they could get material for prescribed readings easily.
7) Teacher's preparation for the classes:
   100% students were of the opinion that the teacher was thoroughly prepared for the classes.
8) Teacher's ability to communicate:
   98% students were of the opinion that the teacher's ability to communicate was always effective.
9) Teacher's encouragement of student participation in class:
   100% students were of the opinion that the teachers encourage student participation in the class.

10) Method used by the teacher for above:

92% students expressed their views that teachers always encourage students to raise questions and get involved in discussion in class.

11) Teacher's helpfulness in advising:

90% students from all faculties were of the opinion that teachers are very helpful in advising them to generate interest in the subject.

12) Teacher's approach:

100% students said that the teacher's approach is always courteous.

13) Internal assessment:

91% students from all faculties were of the opinion that internal assessment was always fair.

14) Effect of Internal Assessment on course grade:

92% students from all faculties said that internal assessment is helpful for improvement.

15) Frequency of feedback on performance by teachers:

98% students were of the opinion that feedback on performance was provided regularly and with helpful comments.

16) Discussion of assignments with students:

93% students were of the opinion that assignments were discussed fully and 5% said that assignments were discussed partly.

17) Providing a course contributory lecture at the beginning:

85% students from all faculties confirmed that the course contributory lectures were provided at the beginning.

18) If you have other comments to offer on the course and suggestions for the teacher you may do (so in the space given below or on a separate sheet.)

No student comments.

From the above questionnaire, it could be seen that:

1. Teachers motivate students to participate in various curricular, co-curricular and extra-curricular activities.
2. Teachers help students coming from weaker sections of the society.
3. Students have understood the subject better due to the efforts of the teachers.
4. Teachers complete the syllabus prescribed for the academic year.
5. Teachers try to generate interest in students.
6. Teachers create new ideas and increase the creativity of students.
7. There is always interaction between students and teachers so that students can freely raise questions or doubts.

**Best Practice – I**

1) **Title of the practice :**

**"Savitribai Fule Adarsh Palak Puraskar"**

2) **Goals and Objectives :**

    i)      This award is given to especially the parents of girl students.

    ii)     To felicitate those parents who adhere girls' education.

    iii)    To motivate the parents of girls students for higher education.

    iv)     To ease gender discrimination in higher education.

    v)      To give financial assistance to deprived girls students.

    vi)     To raise the enrolment of girls students.

3) **The Context :**

In 21st century women have shown their ability in all fields. In some important fields women have proved their power of work done successfully. We know that women are not weak in any field. However in some region the people are not willing for girls birth. The crime of 'Female Foeticide' is committed not only by uneducated and poor people but also by well educated people in society. Even today some parents are not willing to send their daughters in colleges for higher education.

Taking this view in consideration our college has started 'Savitribai Fule Adarsh Palak Puraskar' from 2014 by the name of 'Savitribai Fule', Which is given to the parents who adhere girls education. This helps to increase the enrolment of girls and to ease gender discrimination.

The award is given on 3rd January of every year on the birth anniversary of the pioneer of girls education, Savitribai Fule to the parents who educate their daughter in a very holistic condition without any view of gender discrimination.

A cheque of Rs. 2001/- and citation is a nature of this award.

4) **The practice :**

In rural area the parents are not willing to promote their daughter for higher education rather than their sons. Most of the girls incomplete their education and leave the college. A very few percent of girls complete their graduation. The college strive to change the mindset of the people in the area that they should adhere their daughter to complete their higher education and becomes graduate and post graduate. The college has taken initiative by starting 'Savitribai Fule Adarsh Palak Puraskar' in

2014-15. The college selection committee select parent of college girls student for the award who adhere their daughters for higher education without any view of gender discrimination. Rs. 2001/- and citation is a nature of the award. This helps to boost the parents in the region to enhance the percentage of admission of girls students to higher education.

5) **Evidence of Success :**

In order to make awareness among the parents in local area about the girls higher education and to motivate the parents to admit their daughter in the college for their higher education, the college has started the award.

Felicitation of such parents who adhere girl's education without keeping any view of gender discrimination boost the parents for girl's higher education. The practice helps to motivate such parents even in their holistic condition. It raises the enrollment percentage of girls than boys. It consequences that the passing percentage of girls is higher than boys. Meritorious percentage of girls is also higher than boys. The girls in the nearby villages complete their graduation and secure their post graduation studies too. Most of the girls in the region can be graduate and self reliant because of short term courses.

6) **Problems Encountered and Resources Required :**

Most of the parents in the region adhere son's education rather than their daughters. They have unawareness about girls higher education so they are not willing to permit their daughter for their higher studies. They made their mindset that the expenditure on girls education is in vain. They promote only boys to education and secure their employment. They feel that 'Hearth & Child' is the only field of girls. Because of this initiative the college tried to make aware the parents about girls education. Felicitation becomes motivation to them and they permitted their daughters to secure their admission and complete their higher education. A good massage spread among the society of girls education. Now the girls can complete their education and make self reliant without any hurdles.

7) **Notes :**

To felicitate the parents in the region by 'Savitribai Fule Adarsh Palak Puraskar' is the best practice run by the institution from 2014. The practice boosts the parents to adhere girls education. Because of this most of the girls can take admission in the institution and complete their higher education. It eases gender discrimination. Because of this practice the institution is awarded by higher and technical education

department of Maharashtra in 2014 under the campaign of 'Jagar Janivancha' for the institution that motivate the girls for their higher education and ease gender discrimination and that treat the girls and boys equally in imparting the education.

**8. Contact Details:-**

**Name of the Principal:** Dr. V. D. Darne
**Name of the Institution: -** Late Dattatraya Pusadkar Arts College,
**City: -** Nandgaon Peth, Dist. Amravati.
**Pin code:-**444901
**Accredited Status:- B (CGPA : 2.18)**
**Work Phone:-** 0721-2710616
**Website :-**www.dpacnandgaon.org
**Mobile :-**9420123346

**Best Practice – II**

1) **Title of the Practice :**

   **"Bicycle Training Programme for Girls Students"**

2) **Goal & Objectives :**

   i)     To make convenient conveyance of girls students from remote places.

   ii)    To make girls physically strong.

   iii)   To train the girls students for pollution free bicycle driving.

   iv)    To make financially free conveyance of girls students.

   v)     To empower girls by giving them bicycle training.

   vi)    To make girls economically empower by saving their conveyance expenditure.

   vii)   To ease the hurdles of conveyance for on-time presence of students for class lectures.

   viii)  To raise the attendance of girls students in the college.

3) **The Context :**

   The institution is located at rural area. Most of the students are coming from nearby villages. Some villages are situated at remote places. Bus transportation is not available at some villages. There is a big problem occure in students conveyance to the college. Most of the girls remain absent to the college because of non availability of transportation. This is a big hurdle occur in taking higher education. To overcome this hurdle, the college took initiative by starting bicycle training programme for girls students. The alumni students took a vital role for this training programme. The girls lived in remote villages come in the college by bicycle on time and attend the classes regularly. They acquired the skill of cycle driving. They may be self reliant by achieving this skill for self employment.

4) **The practice :**

   The college is located in rural area. It is surrounded by small villages. Some villages are in remote places. The people from such places and especially girls are deprived from educational facilities, medical help and their daily business (market need). To meet their educational need the college has started the bicycle training programme for girls students so that they easily approach to the college to seek their higher education by overcoming the problem of conveyance, they come on time for their regular classes. They can drive cycle and secure medical help and facilitate themselves by their business hunt also. In order to make women capable to meet their educational, medical and business needs. The practice run by the college proved to be

a best practice by giving bicycle training to girls students. The co-ordinator select trained girls at least five from each class and they give the training to other untrained girls. The untrained girls, who wish to give training come forward for training and co-ordinator makes groups to decide the schedule of training as per their convenient time and get trained. The parents feel happy for the practice run by the college.

5) **Evidence of success :**

    The college has started this best practice in order to ease the problem of conveyance of girls students coming from remote places to the college from the session 2016-17. In the session there are near about 36 girls got advantage of this training programme. They come to the college by their own bicycle. They overcome the problem of conveyance, caused by the unavailability of the buses. They are now become capable for doing their own work related to irregular transportation.

    The college found good result of girls regular attendance to the college. They can enjoy pollution free and money free transportation.

6) **Problems Encountered and Resources Required :**

    Because of driving fear the low response of girls students and raising funds for buying bicycles are the problems occurred in the beginning. The faculty of the college counsel the girls and console the importance of the training programme gradually the students admits the importance of training and becomes ready for the training without any fear and a good response come from the students.

    The alumni of the college provided the funds for buying bicycles from their funds generated by them. In the 1st year (2016-17) two cycles were bought. Initially the trainers are not available to train the girls but there were some trained girls came forward    and became ready to give the training to their friends. In this way the problems encountered initially overcame and the practise became the best practice and made the girls capable for driving bicycles.

7) **Notes :**

    The society surrounded the college views that the girls are weaker than the boys students. They are not as capable as boys to do hard works. The parents believes in gender discrimination. But the college imparts the higher education equally to both boys and girls without any gender discriminative view. Empowerment of women is the main extension activity run by the college. The college always endeavour for women empowerment. Many regular activities organized by the college for the empowerment, equality and education of women. Gender discrimination is a

hazardous practice in the society. The college beside imparting higher education taking care about the upliftments of the girls. In order to empower the girls physically, economically, socially, educationally strong. The practice 'The Bicycle Training Programme' for girls students proved to be a best practice.

## 8. Contact Details:-

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