Gokhale Education Society's,

Arts, Commerce and Science College, Jawhar

A/P: Jawhar, Tal. Jawhar Dist. Thane-401603
Phone: 02520 222470, Fax: 02520 222344,
e-mail:principalaccjwr@rediffmail.com
Web: www.jawharcollege.in

Annual Quality Assurance Report (AQAR)

of Internal Quality Assurance Cell (IQAC)

of the Institutions for the year 2013-14

Submitted to

गोखले एज्युकेशन सोसायटीचे
कला, वाणिज्य व विज्ञान महाविद्यालय,
जव्हार (जिल्हा : ठाणे) – ४०१ ६०३.

NAAC Accredited 'B' Grade
(CGPA of 2.12)
ISO 9001: 2008 Certified

Gokhale Education Society's
ARTS, COMMERCE & SCIENCE COLLEGE,
JAWHAR (Dist. Thane) - 401 603.

Principal
Phone No. : (02520) : 222470 / 222344
Fax. No.: (02520) 222344
E-mail : principalaccjwr@rediffmail.com
Website : www.jawharcollege.in

Ref. No. 423/2014-15

Date- 01/10/2014

To,
The Director,
National Assessment and Accreditation Council,
Nagarbhavi,
Bangalore 560 072

Subject:- Online submission of *Annual Quality Assurance Report* for the year 2013-14

Dear Sir,

We are submitting online *Annual Quality Assurance Report* for the year 2013-14 of our college and also sending hard copy for the same.

Kindly acknowledge it.

Thank you,

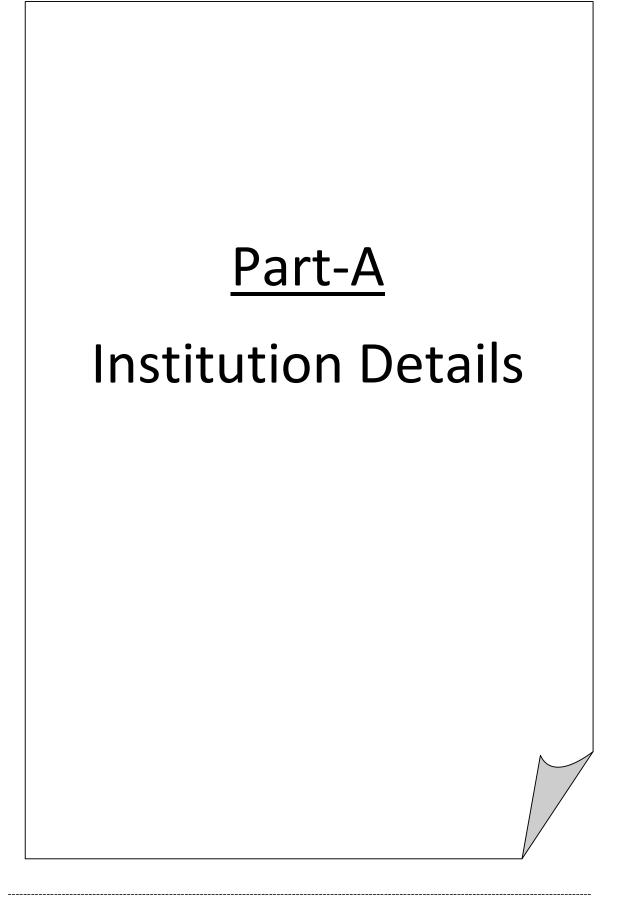Yours Faithfully,

Dr. P. M. Bhagade
I/C Principal

IC Principal
Gokhale Education Society's
Arts, Commerce & Science College
Jawhar, (Dist. Thane)-401 003.

CONTENTS

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

Part-A

Institution Details

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

The Annual Quality Assurance Report (AQAR) of the IQAC

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

> Gokhale Education Society's,
> Arts, Commerce and Science College, Jawhar

1.2 Address Line 1

> At post- Jawhar

Address Line 2

> Tal. Jawhar

City/Town

> Dist. Thane

State

> Maharashtra

Pin Code

> 401603

Institution E-mail address

> principalaccjwr@rediffmail.com

Contact Nos.

> 02520-222470, 02520-222344

Name of the Head of the Institution:

> Dr. P. M. Bhagade

Tel. No. with STD Code:

> 02520-222470

Mobile:

> +91 9422663771

Name of the IQAC Co-ordinator:

> Dr. B. L. Jadhav

Mobile:

> +91 9423353347

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

IQAC E-mail address:

principalaccjwr@rediffmail.com

1.3 NAAC Track ID

MSS 08831

1.4 NAAC Executive Committee No. and Date:

EC/53/RAR/61 Dated 03/09/2009

1.5 Website address:

www.jawharcollege.in

Web-link of the AQAR:

www.jawharcollege.in/AQAR2013-14.doc

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	C++	W 66.75	January 08, 2004	January 07, 2009
2	2nd Cycle	B	2.12	September 04,2010	September 03, 2015
3	3rd Cycle	-	-	-	-
4	4th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC:

10/10/2004

1.8 AQAR for the year

2013-14

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC
   i)   AQAR 2010-11 submitted to NAAC on 02/12/2011 by hard copy
   ii) AQAR 2011-12 submitted to NAAC online on 26/10/2012 online
   iii) AQAR 2012-13 submitted to NAAC online on 16/12/2013 online
   iv) AQAR 2013-14 submitted to NAAC online on 01/10/2014 online & by hard copy

1.10 Institutional Status

University   State ☐   Central ☐   Deemed ☐   Private ☐

AQAR 2013-14

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)*   [University of Mumbai]

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   [---]

     UGC-COP Programmes   [--]

----

2. IQAC Composition and Activities

2.1 No. of Teachers | 05

2.2 No. of Administrative/Technical staff | 01

2.3 No. of students | 01

2.4 No. of Management representatives | 02

2.5 No. of Alumni | 01

2. 6 No. of any other stakeholder and
community representatives | 00

2.7 No. of Employers/ Industrialists | 01

2.8 No. of other External Experts | 00

2.9 Total No. of members | 11

2.10 No. of IQAC meetings held | 14

2.11 No. of meetings with various stakeholders: No. 14 Faculty 14
Non-Teaching Staff Students 04 Alumni Others

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

If yes, mention the amount Rs. 3, 00,000/-

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 05

(ii) Themes

- Disaster Management
- How to be a smart investor
- Competitive Examinations
- Script writing
- Technique of language survey

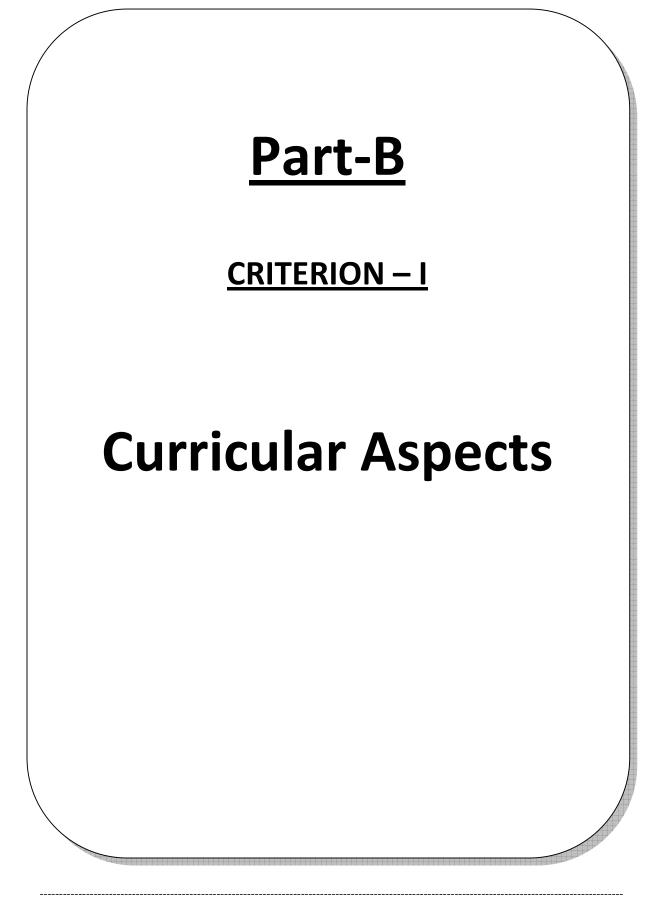2.14 Significant Activities and contributions made by IQAC

- Conducted meetings of IQAC regularly
- ISO 9001-2008 audit conducted by the college
- Participated by teachers in seminars, workshops, conferences
- Encouraged teachers for research work
- Provided statistical data to HRD/State Govt. UGC and University on time to time

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**
• Examination. • IQAC meetings. • Organisation of Guest lectures. • Organisation of extracurricular activities under NSS, Culture, Sports. • Work by Administrative committees.	• Conducted regularly, declaration of Results on time. • Helps for successfully conducting college activities. • Benefited to students for increase their knowledge in various subjects. • Creating social awareness among students, Increase in personality development, physical fitness of the students. • Smooth functioning of college administration.

* Academic Calendar of the year 2013-14. is enclosed in Annexure- i

2.16 Whether the AQAR was placed in statutory body   Yes | √ | No | |

Management | | Syndicate | | any other body | LMC |

Provide the details of the action taken

- Smooth functioning of college administration
- Discipline

Part-B

CRITERION – I

Curricular Aspects

Part-B

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	02	01	00	-
PG Diploma	-	-	-	-
Advanced Diploma	01	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others	-	-	-	-
Total	**04**	**01**	**00**	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	-

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

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

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

> Syllabus is revised by University of Mumbai. During the year syllabus is revised for Second year B.A., B.Com and B.Sc. as per semester pattern by respective boards of studies of Mumbai University

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

> Under the science steam following departments were newly introduced during the academic year on Grant-in-aid basis.
>
> - Chemistry
> - Physics
> - Botany
> - Zoology
> - Mathematics.

CRITERION – II

Teaching, Learning & Evaluation

CRITERION - II

2. Teaching, Learning and Evaluation

2.1 Total No. of
   permanent faculty

Total	Assistant Professors	Associate Professors	Professors	Others
10	06	04	-	-

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions
   Recruited (R) and
   Vacant (V) during the
   year

Assistant Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
11	00	04	00	00	00	00	00	15	00

2.4 No. of Guest and Visiting faculty and Temporary faculty

04		00		00

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/	02	05	10
Presented papers	02	03	05
Resource Persons	-	-	-

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

- Used of ICT in Teaching and learning.
- Continuous evaluation of students.
- Institution conducts remedial classes and diagnostic tests for slow learners based on that it adopts teaching strategies to improve the level of learning.
- Arrange study tours, field visits, exposure visits.
- Conducts various interactive sessions every week where it holds discussion on current scenario in order to update the knowledge of the students.
- Encourage students to take active part in-house seminars, workshops and paper presentation and same will be displayed on the departmental notice board to motivate other students.
- Technology advanced classrooms and well equipped labs with modern equipments/devices.

> - Use of internet for online study.
> - Exhibition of new books for students.

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

> 209

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

> Photocopy, Bar coding used in University Examination, Double Valuation

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

02	02	0

2.10 Average percentage of attendance of students

> 85%

2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
F.Y.B.A.	283	00	02	05	135	50.17
S.Y.B.A	251	00	11	57	143	84.06
T.Y.B.A.	144	04	42	63	15	86.11
F.Y.B.Com.	50	00	00	07	22	58.00
S.Y.B.Com	32	00	02	03	21	81.25
T.Y.B.Com.	29	00	02	06	08	51.17
F.Y. B.Sc.	120	02	25	14	49	75.00

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

Arrange workshop for staff and students for quality teaching and learning, used of Library facility, used of modern ICT in teaching and learning, Watch and discussion in staff meeting Feedback from students at the end of every semester, parent's feedback, Feedback analysis, discussion in staff meetings.

2.13 Initiatives undertaken towards faculty development   15

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	00
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	01
Staff training conducted by the university	09
Staff training conducted by other institutions	04
Summer / Winter schools, Workshops, etc.	00
Others	00

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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	07	-	-	-
Technical Staff	01	04	-	-

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

CRITERION – III

Research, Consultancy and Extension

Criterion – III

3. Research, Consultancy and Extension

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

- Promote teaching staff for Major and minor research projects.
- Encourage staff for writing research papers and presentation.
- Encourage staff for attending conferences workshop seminars at National and International level.
- Arrange lectures under staff academy on research topics.
- Purchase books on research methodology paper writing, and other related subjects.

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	-	02	-	-
Outlay in Rs. Lakhs	-	155000	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	02	11	04
e-Journals	-	-	-
Conference proceedings	03	-	-

3.5 Details on Impact factor of publications:

Range ☐ Average ☐ h-index ☐ Nos. in SCOPUS ☐

AQAR 2013-14

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	00		00	00
Minor Projects	2012	UGC	155000	110000
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects *(other than compulsory by the University)*	00	00	00	00
Any other(Specify)	-	-	-	-
Total			155000	

3.7 No. of books published   i) With ISBN No.   00   Chapters in Edited Books   00

ii) Without ISBN No.   00

3.8 No. of University Departments receiving funds from

UGC-SAP   00   CAS   00   DST-FIST   00

DPE   00   DBT Scheme/funds   00

3.9 For colleges   Autonomy   00   CPE   00   DBT Star Scheme   00

INSPIRE   00   CE   00   Any Other (specify)   00

3.10 Revenue generated through consultancy   00

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	00	00
Sponsoring agencies	-	-	-	-	-

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

3.12 No. of faculty served as experts, chairpersons or resource persons   02

3.13 No. of collaborations   International   01   National   05   Any other   06

3.14 No. of linkages created during this year   09

3.15 Total budget for research for current year in lakhs:

From funding agency   00   From Management of University/College   00

Total   00

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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
00	00	00	00	02	00	00

3.18 No. of faculty from the Institution   01
who are Ph. D. Guides
and students registered under them   00

3.19 No. of Ph.D. awarded by faculty from the Institution   00

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

JRF 00   SRF 00   Project Fellows 00   Any other 00

3.21 No. of students Participated in NSS events:

University level   300   State level   02

International level   00   National level   00

3.22 No. of students participated in NCC events:

University level $\boxed{00}$ State level $\boxed{00}$

International level $\boxed{00}$ National level $\boxed{00}$

3.23 No. of Awards won in NSS:

University level $\boxed{00}$ State level $\boxed{00}$

International level $\boxed{00}$ National level $\boxed{00}$

3.24 No. of Awards won in NCC:

University level $\boxed{00}$ State level $\boxed{00}$

International level $\boxed{00}$ National level $\boxed{00}$

3.25 No. of Extension activities organized

University forum $\boxed{00}$ College forum $\boxed{68}$

NCC $\boxed{00}$ NSS $\boxed{36}$ Any other $\boxed{32}$

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

- Blood donation workshop
- on how to be a smart investor
- Road safety rally
- Voters awareness rally
- Health and hygiene Rally
- Competition on save girl child (Posters, essay, elocution)
- Rally on save girl child

<u>CRITERION – IV</u>

Infrastructure and Learning Resources

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	4 Hectors and15R	0	Management	4 Hectors and15R
Class rooms	09	00	Management	00
Laboratories	00	07	Management	07
Seminar Halls	01		Management	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	48	33	UGC	81
Value of the equipment purchased during the year (Rs. in Lakhs)	2696233	715557	UGC	3411790
Others- Furniture	87	-	Management and UGC	87
Value of furniture purchased	220759	-	UGC	220759
Furniture and Equipment	136	-	College	136
Value of Furniture and Equipment (In Last five years	299845	-	College	299845

4.2 Computerization of administration and library

- Computerization of Administrative work regarding Admission. Scholarship, examination and other student related work.
- Computerization of Account work by using of Tally software
- Biometric attendance.
- Lan sharing of office, Library and department computers.
- Use of Library Manager software for Registration and issuing of books.
- Search Facility through Title, Author, Cost, Size, Type, and Volume of the book.

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4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6825	727227.00	1129	322348.00	7954	1049575.00
Reference Books	12274	2023449.00	-	-	12274	2023449.00
e-Books	-	-	-	-	-	-
Journals	32	6412.00	-	-	-	6412.00
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	39	3900.00	39	3900.00
Others (specify) News papers Yearly Expanses	9	13011.00	-	-	09	13011.00

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart ments	Others
Existing	24	09	26	6	0	3	6	0
Added	08	01	00	0	0	2	4	1
Total	32	10	26	06	0	5	10	1

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

- Computer facility to each department.
- Internet access to all department.
- Training to staff for use of ICT.
- Internet access to all students through UGC network resource centre.
- Training to office staff for use of computers in administration work with new software.
- Entire computerisation of examination department.
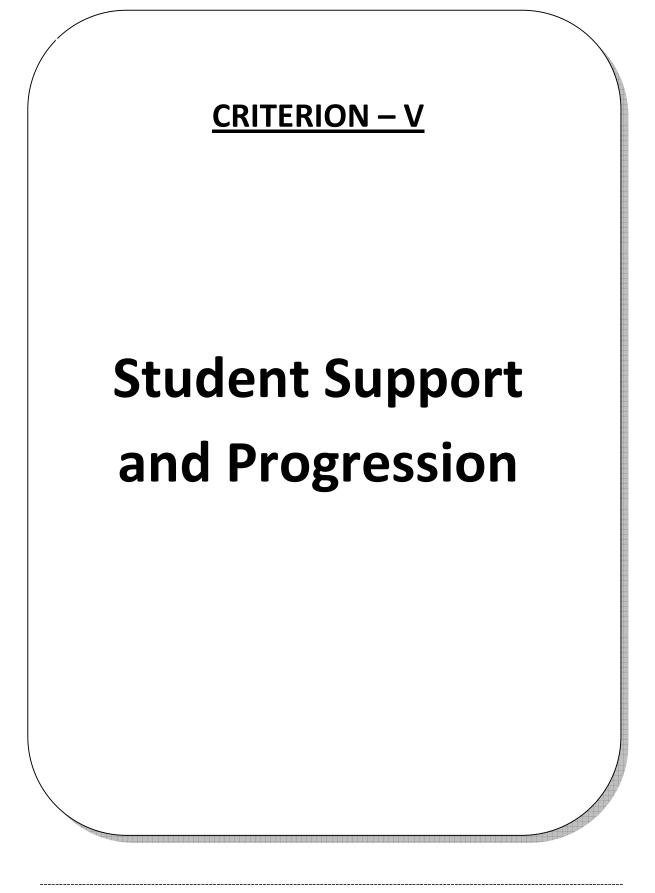- Online accession of University papers.

4.6 Amount spent on maintenance in lakhs:

   i) ICT

14390

   ii) Campus Infrastructure and facilities

12340

   iii) Equipments

38983

   iv) Others

-

                         Total :

51323

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

CRITERION – V

Student Support and Progression

CRITERION-V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Given printed prospectus at the time of admission.
- Notices displayed on notice boards.
- Organising workshop, training programmes, orientation programme, group discussion, presentation for students.
- Counselling to students for competitive examination, placements, subject difficulties.
- Guidance for study material and use of ref. Books personally to students.

5.2 Efforts made by the institution for tracking the progression

- Feedback from students at the end of academic year.
- Engage extra lectures for improvement in results.
- Periodical test are conducted regularly.
- Interaction with students for difficulties.
- Record maintained by college for placement of students, award/certificate received to students.
- Parents meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
962	00	00	00

(b) No. of students outside the state | 00 |

(c) No. of international students | 00 |

No	%	
680	70.68	Men

No	%	
282	29.32	Women

Last Year (2012-13)						2013-14					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
21	09	783	29	00	842	15	12	903	32	00	962

Demand ratio   88:100   Dropout % 0.65

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

- Workshop organised for students on MPSC/UPSC/STAFF selection and other competitive exam. Experts are invited from various fields. Fill up exam forms in the college at free of cost under the guidance of teaching faculty and experts. Physical facilities, Library resources are made available for the students

No. of students beneficiaries | 400 |

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

- Workshop, seminars, guest lecturers organised.
- Personal counselling to students for pointing out their potentials.
- Display advertisements of competitive exam. Recruitments on notice board.
- Deep knowledge given to students on specific subjects of competitive exams.
- Competitive exam practiced at college by written test.

No. of students benefitted | 300 |

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
00	00	00	

5.8 Details of gender sensitization programmes

- Celebration of international women's day.
- Rally on save girl child awareness programme.
- Essay competition, on save girl child.
- Workshop on women's health related issues with cooperation of cottage hospital Jawhar.
- Street play on save girl child.

5.9 Students Activities

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

        State/ University level   25   National level   01   International level

        No. of students participated in cultural events

        State/ University level   35   National level   00   International level   00

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

    Sports: State/University level   00   National level   00   International level   00

    Cultural: State/ University level   01   National level   00   International level   00

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	800	4099625.00
Financial support from other sources (Mumbai University HPCL)	847	1448900.00
Number of students who received International/ National recognitions	00	00

5.11   Student organised / initiatives

Fairs   : State/ University level   00   National level   00   International level   00

Exhibition: State/ University level   02   National level   00   International level   00

5.12   No. of social initiatives undertaken by the students   10

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

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

CRITERION – VI

Governance, Leadership and Management

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision

To bring about quality change in the life of the tribals and the downtrodden through value based and skill-oriented education.

Mission

To transform the life of underprivileged, the rural and adivasi students through quality higher education and mould them in to responsible citizens.

6.2 Does the Institution has a management Information System

- To manage administrative work efficiently, computerised programme, hardware and software are used.
- Display college events and important information through college website.
- Important correspondence with University, UGC, HRD, State Goverment. higher education and other departments are made through E-mail facility.
- Submission of online Examination forms for university Examination
- Submission of online scholarship, pre-admission and registration.

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

6.3.1 Curriculum Development

- Since our college is affiliated to university of Mumbai. Instruction of university are fallowed for Curriculum Development.
- Two faculty members of our college are participated in restructuring of syllabus of Mumbai University.
- Syllabus for COC programme is prepared by our faculty members and same is approved by University of Mumbai.

6.3.2 Teaching and Learning

- Used of ICT.
- Language lab.
- UGC Network resource centre.
- Library resources.
- Deputation to students for participation in seminar, workshop, training programme organised by University and other Institute.

6.3.3 Examination and Evaluation

- Our college is affiliated to university of Mumbai Examination and Evaluation pattern followed as per prescribed rules by Mumbai University
- At present credit base grading system is followed.

6.3.4 Research and Development

- Allocation of UGC funds as per sanction by UGC
- Provide infrastructure for minor and Major research Projects, Ph. D. and M. Phil research
- Institutional support for students for research field work.
- Encourage research cultural amongst students through survey, questionnaire , discussion , Interviews
- Research funds support by other NGO's and Institutes for students.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library
- Provide Text books, Ref. Books, Magazines, journals to students.
- Book bank facility, Inter loan facility available to staff and students.
- Separate reading room for boy's and Girl's.

ICT
- Open access.
- Free internet service for students through UGC Net work resource centre.
- Reprography facility in the Library.
- Online access to study material, CD's videos E-journals.
- Language Library

Physical infrastructure
- Biometrics system.
- Display for Notice Boards.
- Clean water with water purifier.
- Ventilated classrooms.

Instrumentation
- Refrigerator -02
- Microscope-20
- Steam generator water bath-02
- Dual trace oscilloscope with digital output-01
- Hot air oven-01
- Incubator-01
- Spectrophotometer-02
- Colorimeter-04
- pH meter-06
- Conductometer-02
- Potentiometer-02
- Electronic weighing balance-01
- Autoclave-01
- Electrophoresis-01
- Power supply-02
- Electronic kits-02
- Soil Testing Kit-01

6.3.6   Human Resource Management

- Provision of Grievance Redressal Cell, SC / ST Cell, Student Counseling Centre, Suggestion Box, Placement Assistance Cell, Discipline Committee, Anti Ragging Cell, Women Cell, Health Centre, Information Centre.
- Recruitment of Teaching and Non teaching staff as per sanction by University and State government.
- Encourage to staff for attending workshops, seminar, conferences at National, International and state level.
- Organizing Training programmes under staff academy.
- Fill up self appraisal forms from faculty at the end of every year.
- Formation of various academic committees on the basis of human resource management.
- Encourage   staff   for   Minor   and   Major   research   projects.

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6.3.7 Faculty and Staff recruitment

- Due sanction prior for staff recruitment from University and State Govt, Reservation cell, as per regulations.
- Published advertisement at National dailies.
- Recruit staff through expert committees framed as per Maharashtra University act 1994.
- University and Govt. Approvals for staff and Salary.
- Payment to staff as per UGC norms and state Goverment Rules.

6.3.8 Industry Interaction / Collaboration

- Inviting professional experts fro, professional institutions as CA, ICWA.
- Inviting experts from industries.
- Collaboration with NGO's Hospitals, Educational Institutes.
- Industry visits, field work .
- Collaboration with Agro and Rural tourism industries in Jawhar Taluka.

6.3.9 Admission of Students

- Advertisement through handouts, physical visits to nearby education institutes.
- Printed admission prospectus with admission forms, I card forms with detail profile of the college before starting of new academic year.
- Formation of Admission Committee, help desk.
- Counselling to students for selection of subjects.
- Display of admission circulars received from University, Govt. Regarding reservation rules and policies.
- Followed admission process as per University schedule strictly.
- Prepared a merit list on the basis of merit.
- Transparency in admission process through display of merit list.
- Admission given free of cost to all reserve category students.

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6.4 Welfare schemes for

Teaching	- Provident fund scheme. - GIS, DCPS, Residential facility to needy staff. - Health centre, Gymnasium , Recreation facilities. - Loan facilities through Nationalised Banks ,as per Govt. Rules.
Non teaching	- Provident fund scheme, - GIS, DCPS, Residential facility to needy staff. - Health centre, Gymnasium , Recreation facilities, - Loan facilities through Nationalised Banks ,as per Govt. Rules
Students	- SC/ST/OBC Welfare Cell, students counseling and grievance redressal cell. - Group insurance. Health centre, Recreational and sports facilities. - Transport facility through State Transport by providing documents for concession. - Scholarship to All reserve category candidates by Central, State Goverment University, HPCL. - Book bank facility to needy students. - Participation in Extracurricular activities. - Banking facilities through Nationalized Banks. - Support for Distance Education and YCMOU. - Remedial classes for weaker students. - Free internet facility, reading room, placement cell - Guidance for competitive Examinations - Availability of study material in the library for competitive examination. - Language lab for English subjects students. - Suggestion and complaint box in college premises. - Free messaging service for anti harassment of women.

6.5 Total corpus fund generated   Nil

6.6 Whether annual financial audit has been done   Yes √   No -

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	√	NAAC, ISO	√	Internal Auditor
Administrative	√	Joint Director, Higher Education, AG	√	Management Auditor

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6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes   Yes √   No ☐

For PG Programmes   Yes ☐   No ☐

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

- Online submission of Exam forms for University Examination.
- Online question paper delivery.
- CCTV camera in Examination Section.
- Workshop of Principal, Coordinator, Nodal officer for smooth conducting of Examination.
- Transparent assessment, fair assessment, Moderation, Revaluation is followed
- Squad visit during examination period.
- Central assessment programme in college premises.
- Computerised exam work and results.
- Preparation of Examination work schedule at the beginning of the academic. year.

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

- University conducted workshops for Management, Principals Teachers on highlighting the significance of autonomy in affiliated colleges and motivating the affiliated colleges to go for autonomy.

6.11 Activities and support from the Alumni Association

- Feedback from alumni Association.
- Donation for award of prizes to Merit students.
- Suggestion for improvement of college.
- Donation by way of books and sport material.
- Organisation of career and counselling programme to new students.

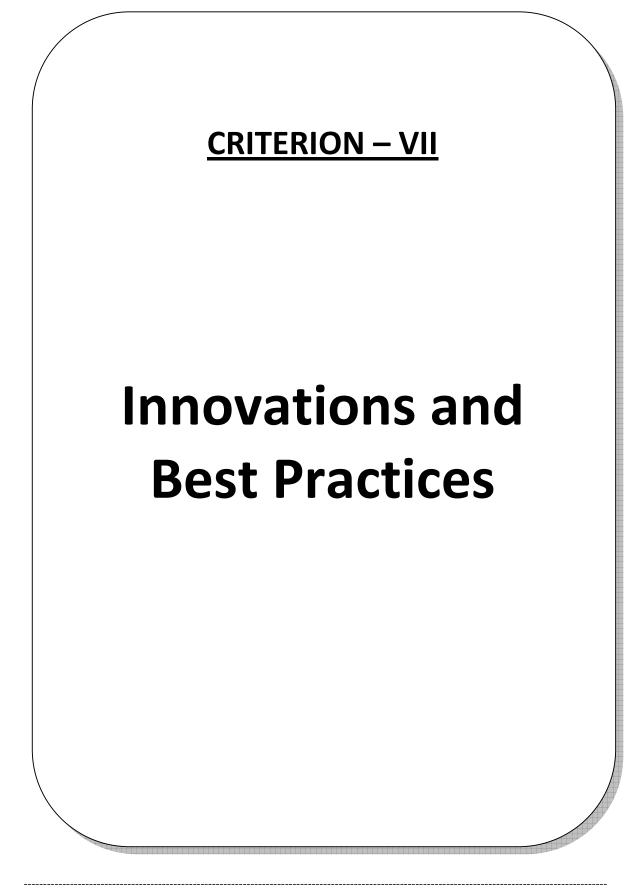6.12 Activities and support from the Parent- Teacher Association

- Feedback from parents for college development
- Organisation of Parent Teacher meeting
- Invite parents for important function organised in the college
- Communication of student's progress through letters, mobile communication, mail Etc.

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6.13 Development programmes for support staff

- Organising workshop, training programmes, orientation for support staff by the Management.
- Interlink of teaching and nonteaching staff for better administrative work.
- Organising health and life insurance workshops.
- Cooperation by teaching staff regularly for improve in communication, letter writing and use of ICT in administrative work.
- Cooperation by teaching staff regularly for completion of account works on time.

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

- Tree plantation.
- Gardening.
- Maintaining cleanliness in campus.
- Notices in campus against spiting, smoking, avoid use of plastic material.
- Compost fertilisers for college waste.
- Pollution free zone declaration.
- Implementation of NSS eco friendly projects in the college campus.

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CRITERION – VII

Innovations and Best Practices

CRITERION – VII

7. Innovations and Best Practices

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

> The following are the innovations introduced during the year which have created a
> Positive impact on the functioning of the institution
> 1. **Marathi**- Organized a work shop on Voice culture to improve anchoring acting and day to day life communication
> 2. **Rural Development**- Arranged advanced certificate course in Rural development -Horticulture to improve awareness and skill for agricultural marketing. Arranged soil testing kit for soil test to test aquiline % , minerals, of soil to use proper fertilizers to the farmers
> 3. **English**- Started Optional English for tribal students at F.Y.B.A. level to improve English knowledge and job opportunities. Arranged basic certificate course in English speaking for tribal students.
> 4. **NSS**- Preparation of Vermi- Compost using solid waste and is used as composts for plants in the campus. Organised rally in Jawhar city on save girl child campaign Organised workshop on How to be a smart investor for better investment in the market
> 5. **Economic**- Organised a study tour to visit sugar factories to study sugar making process.

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

> - During the year new undergraduate courses started as per plan
>   Undergraduate level
>   F.Y. B.A. Optional English
>   T.Y.B.A. Economics 6 papers
>   F. Y. B. Sc. with subjects of Chemistry, Physics, Botany, Zoology Mathematics Foundation course.
> - Procure space for science faculty laboratories for Chemistry, Physics, Botany, and Zoology Departments for newly started science faculty.
> - Organised rally for awareness on water literacy, save girl child, voters awareness, road safety.
> - Organised workshop on How to be a smart investor, disaster management
> - Organised cleanliness drive.
> - Various competitions like easy, posters, slogans, etc.
> - Organised folk dance in Jawhar participation in group dance rangoli elocution competitions organised by Mumbai University.

- Organised annual sports activities and participated in sports competitions at university level.
- Organised fields visits, survey, camps, guest lecturers as per academic plans
- Conduct Examination as per schedule, university guidelines.
- Amount spent for purchasing books periodicals as per provision periodicals as per provision.

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

- Placement and career counselling cell
- To make a campus eco-friendly

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

7.4 Contribution to environmental awareness / protection

Activities initiated in the campus for environmental awareness /protections are as follows
- Organising sensitising programmes
- Organising disaster management programmes.
- Organising water literacy programmes
- Organised rallies on environmental issues
- Organised Various competitions on environmental protection issues
- Maintaining cleanliness in the campus
- Two subjects are studied as part of syllabus to create awareness
- Energy Conservation
- Water harvesting
- Plantation
- Hazardous waste management

Energy Conservation
- Conservation of energy is taken care of electricity through minimal usage by switching off lights when not in use.
- College has taken sufficient measures to install CFLs in prime spots to minimize the consumption of power.
- All the class rooms are well ventilated that minimize the usage of energy.
- Signboards & slogans are put to educate the students.

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Water harvesting

- Rain water collected is utilized for the plants & for cleaning purpose.
- **World water day** celebration is organized to create awareness on meticulous usage of water by department 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)

Strengths:

- Efficient teaching and Learning.
- Providing quality education to rural and tribal students at affordable cost.
- Highly qualitified and motivated staff.
- Large campus area for development of infrastructure.
- Well accupied library with internet facility.

Weaknesses:

- No academic flexibility.
- Limitation of resources.
- Lack of communication transport facilities.

Opportunities:

- Increase in the number of Add on & bridge Courses.
- Increase in no. of divisions under B.A. and B. Sc. to accommodate increasing number of students.
- Addition of PG programmes.
- Increased focus on Inter Multi disciplinary approach for better learning.
- Services of Alumni to be better utilized.
- Obtained special tribal grants under 2(f) 12(b) for for various schemes

Threats:

- Inadiquate resources to adopt ICT technology to its full sense.
- Industrial linkages need to be harnessed.
- Lack of necessary government support for all programmes.

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8. Plans of institution for next year

- To start PG programmes under Arts Faculty in the subject of Marathi and Rural Development.
- To start third year B.Sc. division.
- To start English subject at third year as a special subjects.
- To organised National level seminar under UGC scheme.
- To prepare RAR for third cycle (Re accreditation) of NAAC.

Name: Dr. B. L. Jadhav

_____

Signature of the Coordinator, IQAC

Name: Dr. P. M. Bhagade

_____

Signature of the Chairperson, IQAC

Annexure-I

Gokhale Education Society's Arts Commerce & Science College, Jawhar 401603 Dist. Thane, Mumbai Academic Calendar: 2013-2014	
June -2013	
Day & Date	Business
First Week	Printing of Prospectus
Second Week	College Re-open(10/06/2013) Preparation of Academic calendar. Academic year staff meeting. Opening meeting of each Dept. Framing the time table. Table tennis ,chess ,Badminton. World Environment day celebration planning. To follow up COC course syllabus. Newly admission for FYBSc class.
Third Week	Address to TYBA/B.Com. Students (Eco) welcome programme. FYBA /B.Com-Eco. NSS Unit allotment. Planning for academic year Addressing by Principal TYBA B.Com. students
Fourth Week	Shahu Maharaj Jayanti celebration. Advisory committee meeting Shramdan National Seminar of NAAC.

July 2013	
Day & Date	
First Week	Address of Vice-Principal to FYBA/B Com. Students(Eco) Registration of NSS Unit Mini orientation programme at university level Note Books Distribution .Meeting of COC sponsored by UGC
Second Week	Group Discussion SYBA(Eco). .International celebration World population Day. Selected student Manager & Registration of the teacher (Life long) Kbhadi & Kho-Kho practice- Submission of Inter collegiate of competitions in cultural activities
Third Week	Essay competition(Eco). Begening of regular activites NSS. Reading for M.R.P.of UGC

	Programme/ planning – Marathi & English Collection of rain songs- Marathi.
Fourth Week	Tutorials FYBA/B.Com Eco Blood donation camp NSS Workshop on consumer guidance –NSS Finalizing criteria for enrollment for coc UGC Eng. Commencement of IInd Non-grant Division.

August 2013	
Day & Date	
First Week	Stream living Regular activities Finalization of Enrolment & submission & Display Guest lecture on Nuclear weapons,NSS Enrollment & beginning of UGC –COC in Basic certificate (Eng.) and Advance certificate course in RD. Attend the term training programme of Mumbai (life lomg) Inauguration of Wangmay Mandal. Inter collegiate competition
Second Week	First Unit test Eco Celebration of Independence day. college working on MRP - Eng. Registration for students – life long Kavisammelan Guest lecture on RD
Third Week	Sadhbavana Day celebration –NSS Selection for leadership RD Utkarsh – NSS. continuing COS- Eng Organized college level first training programme for student (Life long) Group Discussion Eco-5 Visit to adopted village –wadi project
Fourth Week	Guest lecture TYBA ,SYBA,TYBCOM-ECO. Shramdan, Deputing volunteers for leadership camp-NSS Submission of students list –life long Visit to primary Health center NGO –RD local Industrial visit Submission of Continuation and Affiliation.

September 2013	
Day & Date	
First Week	Tutorial FYBA/B Com –Eco

	Teachers Day programme/celebration Submission of Enrollment list. Group Discussion FYBA English Essay competition (life long Dept.) TYBA Marathi – Redding of various literatures. One guest lecture (RD Dept.) Practical's for FYBcom students
Second Week	Discussion about project TYBA Eco-6. International literacy Day celebration –NSS Tutorial writing workshop - Eng Field co-ordination visit (life lonf Dept) Collection of data about Ganpati Guest lecture on Accountancy & commerce College home assignment to each class. Practical's for FYBsc. students
Third Week	International peace Day celebration –NSS College level project Activity –life long dept One Guest lecture (RD Dept.) Guest lecture - Commerce dept.) Periodical tutorial project
Fourth Week	Tutorial SYBA/B Com- Eco NSS day celebration Preparation of half yearly Report NSS Planning of special camp site Field visit for community level activity Kabaddi sport Dept. Filling up Examination forms Practical's for FYBSc Students Remedial classes.

October **2013**	
Day & Date	
First Week	Gandhi Jayanti Programme Submission of Half yearly report Shramdan Two guest lecture on Marathi subject Question paper setting Kho-Kho sports Oral test preparation
Second Week	First Semester Exam

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Third Week	Assessment of answer books
	Submission of Eco and English proposals to University
Fourth Week	University Exam

November2013	
Day & Date	
First Week	Diwali vacation
Second Week	-//-
Third Week	College Re-open 25 Nov.2013
	Staff meeting
	Moderation work & result
	Anti poverty Day
	NSS activities
	Remedial classes.

December 2013	
Day & Date	
First Week	Guidelines for preparation of project for all classes –Eco dept.
	Aids awareness week
	Internation volunteers Day
	Discussion about project sport format
	Workshop on Elocution and competitions (Mar.)
	Rural Development Camp
	Visit to self help Group .
	Industrial visit-wadi project
	Inter collegiate Kabbadi competition .
	Workshop equal opportunity cell.
Second Week	Field visit Eco-6
	Human right Day.
	special camp
	College level activity about project –life long
	Project Assignment
	NSS Camp Remedial classes.
Third Week	Tutorial SYBA/B Com –Eco.
	Submission of camp details.
	Community level activity
	Guest lecture for commerce students
	Gathering cleaning Drive
Fourth Week	Christmas vacation

January 2014	
Day & Date	
First Week	Tutorials FYBA/B com Eco- Preparing & submission camp report Workshop on Non verbal communication Attend second treaining programme Educational tour of Marathi Department. Kite festival organization. SYBA gramin vikas Camp. Presentation & VIVA –TYBCom Students
Second Week	Field visit Eco-6 students National youth Day celebration Essay writing competition College level second training(Life Long) Programme for participant students FYBA –Gramin vikas Camp.
Third Week	Guest lecture –Eco National youth week celebration Workshop on tutorial writing Evaluation –essay competition Two guest lectures on RD subject Second test & Assessment Declaration IInd term & Assessment & Result
Fourth Week	Group Disscussion FYBA/B Com -Eco Republic Day celebration Completion 120 hrs. Submission Audited report Group Discussion (Eng.) Uddan festival at college level. Practical for FYBSc.
February 2014	
Day & Date	
First Week	Preparation of project work Eco Work diary, scrutiny report evaluation report Guest lecture -Eng Attend the Uddan festival of college level Four guest lecture –RD Commerce week celebration Reveling on Syllabus
Second Week	Survey –TYBA –Eco students. Attending evaluation meeting The project report by participates

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Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

	Visit to Floriculture.
	Industrial Visit – Commerce Dept.
	Annual Sport.
	Additional Exam.
	Practical for FYBSc. Students
Third Week	Guest lecture –Eco
	Submission of 10 marks document
	Workshop on How to write good answer
	Marathi Din
	Visit to Irrigation Project
	Question paper setting
	Evaluation of the project report
	Extaintion work
Fourth Week	Economics Day Celebration.
	Review of Academic /NSS activities
	Setting question Papers
	Second test & preliminary Exam
	Declaration of Result

March 2014	
Day & Date	
First Week	IInd semester Exam
	LMC Meeting
	Submission of camp details
	Certified list of inserting exam seat No.'s to university cell
	Review of MRP
	Two guest lectures -Marathi
	Preporation & viva
Second Week	Semester Exam
	International Womens day
	Celebration sensitization progromme
	Exam work
Third Week	University Exam. TYBCom.
	World Consumer Right Day
	Preparation of academic yearly report
	Paper assessment
Fourth Week	CAP programme
	Submission of Accounts Regular & special camp.
	Reviving year UGC network centre
	USE & Development activities
April -2014	
Day & Date	

First Week	TYBA Annual Exam World Health day CAP Programme
Second Week	CAP programme Dr.Babasaheb Ambedkar Jayanti programme Preparing College level report
Third Week	Moderation work World Earth Day celebration
Fourth Week	Last working Day meeting

Dr. P.M.Bhagade
I/C Principal

Annexure- II

Best Practices:
Best Practice- I
    1. **Title of the Practice: Placement and career counseling cell**

Objectives

- To create awareness about job opportunities in various sectors for tribal students
- To improve the skill , potentials for job employability
- To organise competitive examination guidance to the students
- To organise personality development programmes for students
- To identify and provide exposure to exhibit their skills and talent.
- To guide the students to overcome problems that they are facing.
- To counsel the students suffering from social and economic problems.
- To prepare the students for work environment.
- To make the students competent in communication skills and make them ready for the future challenges.
- To make students realize social responsibilities.

Along with formal education our college owes the responsibility to expose our students with modern developing world opportunities. Most of the students are tribal they fill inferiority complex, shy and not communicating to overcome this the college organizes sanitizing programmes like personality development, competitive exam guidance to develop their skills and overcome problems.

The Context

Through career guidance cell the college invites experts form industry, professionals, faculty members to orient tribal students to new opportunities to develop their potentials. The Tribal students are economically and socially backward. They don't have the exposure to media like computer, internet. The cell tries to guide students to utilise these infrastructure for awareness. Some students are first generation learners in their family. The cell encourages students to pursue competitive exam, Future career, and organised free of cost workshops form filling workshops for the students.

The Practice

The cell has been constituted with HOD of the college departments. the cell organizes workshops on personality development career guidance how to face interview how to prepare for UPSC,MPSC and Staff selection commission and other competitive examinations. The cell organized interface programmes with NGOs like BAIF, Earth Samajik Sanstha, Don Basco Institute to recruit college students. The college organizes through the cell programmes on self employment. In Jawhar area the industries are not there the college promote students to get recruited outside industries. The cell organizes workshops to fill up competitive examination

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forms and submit to respective commissions. The department of English to improve the potency of the students organize communication skill, presentation skill group discussion mock interviews for the students.

Evidence of success

The cell witness good response from the students. The confidence level communication skill presentation skill of the students improved. Through the cell many students are employed in NGOs other governmental jobs. Self employments. Students are more talkative, Confidant and positive. More number of students are appearing for competitive examinations from our college. The cell maintains the record of employed students in various departments.

Problems Encountered:

The cell while implementing programmes witness problems like shortage of industry in nearby area far away industries not interested to come to this region. Competitive examination Centers are far away from college to attend examinations at centre. Experts or faculty members need to work very hard to train and orient students who are shy, lenient students.

Resources Required

The college has adequate infrastructure but limited fiancé resources, although the college organises workshops from funds received by UGC, University, Management, college,

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City: Jawhar Dist. Palghar 401603
Accredited Status: B
Website: www.jawharcollege.in
Phone 02520-222470

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

<u>**Annexure- III**</u>

Best Practice-II

  2. **Title of the Practice: To make Campus Eco friendly**

Objectives

- To create awareness about Environment issues
- To organise Essay competitions Elocution to sensitise students
- To organise awareness programmes for students
- To identify and provide exposure to Environment, pollution related issues
- To counsel the students for water shade water management water literacy programmes.
- To organize tree plantation programmes.
- To make the students competent in environmental knowledge and future problems .
- To make students realize social responsibilities.

Along with formal education our college owes the responsibility to expose our students with environmental issues. Most of the students are tribal they although they are not aware of environmental issues. To overcome this college organizes sanitizing programmes like tree plantation, cleanliness drive, maintain the college clean.

The Context

Through NSS the college conducts various activities like tree plantation, environmental literacy sensitizing programmes workshops competitions cleanliness drive. The Tribal students are economically and socially backward. They don't have the exposure to media like computer, internet. The NSS cell tries to guide students to utilise college infrastructure, experts on issues for awareness. The NSS cell encourages students to pursue to plant a single tree by single students,

The Practice

The cell has been constituted with three faculties and science staff of the college departments. The NSS cell organizes tree plantation workshop on medicinal plants conservation of trees maintain college campus and area clean. The science students participate in maintaining campus clean and study purposes. 2nd October celebrated every year by cleaning drive. Rallies are organized in Jawhar city to make aware about health and Hygiene.

Evidence of success

The cell witness good response from the students. The campus has enough greenery, evergreen garden and trees on surrounding areas. The NSS cell has overwhelming response from students to enroll in the cell for environmental and social cause.

Problems Encountered:

The cell while implementing programmes witness problems like shortage of water supply water level in nearby areas. Lack of infrastructure for water storage.

Gokhale Education Society's, Arts, Commerce & Science College, Jawhar, Thane

Resources Required

The college has enough space for plantation but no funds are available to maintain for long time, although the college organises workshops from funds received by UGC, University, Management, college, for sensitising programmes for the students.

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