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Arts, Commerce and Science College, Jawhar**  
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**Annual Quality Assurance Report (AQAR)  
of Internal Quality Assurance Cell (IQAC)  
of the Institutions for the year 2016-17**

*Submitted to*




**राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्**

**विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान**

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore-560 072, India

Gokhale Education Society's	
<b>ARTS, COMMERCE AND SCIENCE COLLEGE</b>	
<b>JAWHAR (Dist. Palghar) - 401 603.</b>	
	<p>(Affiliated to University of Mumbai)</p> <p>NAAC Accredited 'B' Grade ISO 9001 : 2008 Certified</p> <p>☎ : (02520) : 222470 / 222344 • Fax. No. : (02520) 222344  <b>E-mail</b> : principalaccjwr@rediffmail.com,                        accollegejawhar@gmail.com  <b>Website</b> : www.jawharcollege.in</p>
	<p><b>Dr. Shriniwas V. Joshi</b> Principal          M.Com., M.Phil., Ph.D., LL.M., D.T.L., D.C.L.          G.D.C. &amp; A., M.Com. (Comm.) D.L.L. &amp; L.W.</p>

**Ref. No. 128/2017-18**

**Date- 19/06/2017**

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

**Subject:-** Online submission of *Annual Quality Assurance Report* for the year 2016-17

**NAAC Track ID** : MHCOGN10704

Dear Sir,

We are submitting online *Annual Quality Assurance Report* for the year 2016-17 of our college and also sending hard copy for the same.

The report is also uploaded on our college website. .

Kindly acknowledge it.

Thank you.

Yours Faithfully,



  
**PRINCIPAL**  
 Gokhale Education Society's  
 Arts, Commerce & Science College  
 JAWHAR (Dist. Palghar)-401 603

Dr. Shriniwas V. Joshi  
**Principal**

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# Part-A

## Institution Details

## 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

AQAR for the year

2016-2017

### 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. Palghar

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. Shriniwas V. Joshi

Tel. No. with STD Code:

02520-222470

Mobile:

+91 9970395030

Name of the IQAC Co-ordinator:

Dr. B. L. Jadhav

Mobile No:

+91 9423353347

IQAC E-mail address:

principalaccjwr@rediffmail.com

1.3 NAAC Track ID

MHCOGN10704

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/Information  
centre.AQAR2016-17.doc

1.6 Accreditation Details

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

1.7 Date of Establishment of IQAC:

10/10/2004

1.8 AQAR for the year

**2016-17**

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

- AQAR 2010-11 submitted to NAAC on 02/12/2011 by hard copy
- AQAR 2011-12 submitted to NAAC online on 26/10/2012 online
- AQAR 2012-13 submitted to NAAC online on 16/12/2013 online
- AQAR 2013-14 submitted to NAAC online on 01/10/2014 online & by hard copy
- AQAR 2014-15 submitted to NAAC online on 15/02/2017 online & by hard copy
- AQAR 2015-16 submitted to NAAC online on 16/02/2017 online & by hard copy

### 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 (eg. AICTE, BCI, MCI, PCI, NCI) Yes ☐ No ☐

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) Sub. Center for Yashwantrao Chavhan Maharashtra Open University, Nashik

### 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 NO

University with Potential for Excellence

NIL

UGC-CPE

NIL

DST Star Scheme

NIL

UGC-CE

NIL

UGC-Special Assistance Programme

NIL

DST-FIST

NIL

UGC-Innovative PG programmes

NIL

Any other

NIL

UGC-COP Programmes

NIL

**2. IQAC Composition and Activities**

2.1 No. of Teachers

09

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

00

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2.6 No. of any other stakeholder and  
community representatives

01

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

00

2.9 Total No. of members

13

2.10 No. of IQAC meetings held

12

2.11 No. of meetings with various stakeholders:

No.

12

Faculty

15

Non-Teaching Staff

03

Students

05

Alumni

02

Others

02

2.12 Has IQAC received any funding from UGC during the year?

Yes

☒

No

☐

If yes, mention the amount

Rs. 3, 00,000/- (For 5 Years)

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

13

(ii) Themes

- Workshop for NSS student volunteers
- Orientation programme for NSS volunteers.



- Workshop arranged by English department on How to write answers.
- University level NSS Evaluation by University Officials from university held at college.
- Workshop on Library for new entrants.
- Workshop on Yoga.
- Workshop on Wadi projects under RD Dept.
- Competitive Examination Guidance.
- Regular NSS college level camp.
- Workshop on Disaster management (Road safety).
- Adhar card Enrolment campaign organised by college.
- Election enrolment for new age qualified students and Pan card enrolment.
- DLLE training programme at the beginning of both semester.

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

- IQAC prepared time table for academic year 2016-17.
- IQAC formed various administrative committees for smooth functioning of college and committees for organizing events throughout the year.
- IQAC prepared academic calendar for year 2016-17.
- IQAC suggests college administration to conduct various competitions, annual cultural programme.
- IQAC supports Certificate Course in the subject of Rural development & English which are run by college for students for betterment of self-employment & improvement of Language skills.
- IQAC proposed need of infrastructural enhancement in the campus for the Science stream, to meet increased student-strength as it has been introduced from 2013-14.
- Conducted meetings of IQAC regularly.
- IQAC supports for conducting ISO 9001-2008 audit of the college for improvement in quality of education, teaching-learning & better administration.
- IQAC encourage teachers and students for participation in seminars, workshops, conferences.
- IQAC support teachers for research work, apply for minor & major research projects and pursue doctoral degree in the area of interest.
- IQAC encourages the faculty members to write & publish books in the areas of interest.
- IQAC help administrative staff for providing statistical data to HRD/State Govt. UGC, Joint director of Higher education 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 \*

<b>Plan of Action</b>	<b>Achievements</b>
<ul style="list-style-type: none"> <li>Academic calendar for year 2016-17 prepared by IQAC</li> </ul>	<ul style="list-style-type: none"> <li>Academic calendar was prepared by IQAC as result of which disciplined departmental work is carried out, various functions, seminars, activities &amp; guest lectures were conducted in academic year 2016-17 with proper planning.</li> </ul>
<ul style="list-style-type: none"> <li>Overall time table for lectures &amp; practicals was designed by IQAC to put forward.</li> </ul>	<ul style="list-style-type: none"> <li>Overall time table for all faculties designed by IQAC. It leads to smooth functioning of academicians. Lectures &amp; practicals were conducted according to the schedule without any clash. It helped in maintaining academic discipline, action plan finish activities on time in the college.</li> </ul>
<ul style="list-style-type: none"> <li>Conducting of Examination.</li> </ul>	<ul style="list-style-type: none"> <li>Examinations conducted as per schedule prescribed by University college exam too planned &amp; results declared in time.</li> </ul>
<ul style="list-style-type: none"> <li>IQAC meetings.</li> </ul>	<ul style="list-style-type: none"> <li>Helps for successfully conducting college activities orient in teaching, content teaching, quality teaching.</li> <li>Helped to orient staff to use ICT based teaching, new methodologies.</li> <li>Staff implemented suggestions made by IQAC in teaching.</li> </ul>
<ul style="list-style-type: none"> <li>Organisation of Guest lectures.</li> </ul>	<ul style="list-style-type: none"> <li>Benefited students for increasing their knowledge in various subjects.</li> </ul>
<ul style="list-style-type: none"> <li>Organisation of extracurricular activities under NSS, Culture, Sports.</li> </ul>	<ul style="list-style-type: none"> <li>Creating social awareness, sensitizing towards social problems, women empowerment, among students, Increase in personality development, physical fitness of the students.</li> </ul>
<ul style="list-style-type: none"> <li>Work by Administrative committees.</li> </ul>	<ul style="list-style-type: none"> <li>Smooth functioning of college administration.</li> </ul>
<ul style="list-style-type: none"> <li>Research Work/Publications</li> </ul>	<ul style="list-style-type: none"> <li>09 Faculty applied for Minor research projects &amp; sanctioned by University of Mumbai. Research papers are published by faculties in national &amp; international journals (ISSN).</li> <li>Total 60 research papers published in various National/International Journals.</li> </ul>
<ul style="list-style-type: none"> <li>Book Publication</li> </ul>	<ul style="list-style-type: none"> <li>05 faculty members published 08 books by National Level publishers (ISBN).</li> </ul>

<ul style="list-style-type: none"> <li>• Recognition as a Research Guide</li> </ul>	<ul style="list-style-type: none"> <li>• Dr. B. L. Jadhav recognised as Ph.D. guide by University of Mumbai.</li> <li>• Mr. S. T. Bagdane recognised as PG recognition by University of Mumbai.</li> <li>• Dr. Vijay Shinde recognised as PG recognition by University of Mumbai.</li> </ul>
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*\* Academic Calendar of the year 2016-17 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 suggested

<ul style="list-style-type: none"> <li>• Local Management Committee suggested in their meeting to apply for vocational-based courses &amp; also insisted to start short term courses.</li> <li>• Management insisted to encourage staff in order to ensure quality lift by improving Teaching-learning, co-curricular &amp; extra-curricular activity.</li> <li>• Faculty are motivated to participate in seminars, conferences &amp; also organize seminars, conference. In response faculty members participated in various seminars, conferences.</li> <li>• Social approach was improved through NSS, cultural &amp; sports programme. Management members visit some times to guide student volunteers at camp site.</li> <li>• Managements also insisted to encourage students for post-graduation after graduation in nearby colleges affiliated to University of Mumbai &amp; University of Pune especially from Science faculty.</li> <li>• Management also discuss to improve infrastructure facility.</li> <li>• Management suggested implementing more professional course &amp; teaching either generate rural employment or creating self employment in the rural region. College runs Certificate Courses in English and Rural development.</li> <li>• Management suggested organizing training programmes or capacity building session for non-teaching &amp; administrative staff. In response to IQAC suggested to attend refresher and orientation programmes, training programmes, skill development workshops.</li> </ul>
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# **Part-B**

## **CRITERION – I**

# **Curricular Aspects**

## 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	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	01	-	-	-
Diploma	-	-	-	-
Certificate	01	-	-	-
Others	-	-	-	-
<b>Total</b>	<b>05</b>	-	-	-
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	03
Trimester	NIL
Annual	NIL

### 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.

Yes- 75:25 Semester system.

Syllabus and Evaluation pattern is designed and also revised by University of Mumbai. During the year syllabus is revised for Third year B.A., B.Com and B.Sc. as per semester pattern by respective Boards of Studies of Mumbai University.

From this academic year, Semester pattern of 100 marks introduced and also syllabus revised by University and implemented at FY for Arts, Commerce and Science faculty.

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

Existing departments under Arts, Commerce & Science faculties are continued for the year 2016-17.

## **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
24	19	05	-	-

2.2 No. of permanent faculty with Ph.D.

09

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
24	05	05	00	00	00	00	00	29	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest-NIL

Visiting-NIL

Temporary-05

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	17	07	16
Presented papers	09	04	06
Resource Persons	-	01	01

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

- Used of ICT in Teaching and learning.
- Viewing & discussion of documentaries & movies.
- Continuous evaluation of students under semester pattern of examination.
- 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.



- Use of internet for online study.
- Exhibition of new books for students.
- Technology advanced classrooms and well equipped labs with modern equipments/devices.

2.7 Total No. of actual teaching days

During this academic year

213

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 (Moderation.)

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 % ( <70%)	I % (60- 69.99%)	II % (50- 59.99	III % (45- 49.99%)	Pass* % (40- 44.99%
Semester I Oct 2016						
B.A.	256	00	0.39	9.37	24.60	66.01
B.Com.	64	00	00	4.68	00	32.81
B.Sc.	120	00	1.66	33.33	00	38.81
Semester II March 2017						
B.A.	226	00	00	46.46	6.63	44.69
B.Com.	54	00	00	14.81	3.70	37.03
B.Sc.	108	00	10.18	31.48	00	48.14
Semester III Oct 2016						
B.A.	182	00	1.64	41.75	26.37	25.82
B.Com.	27	00	11.11	55.55	22.22	55.55
B.Sc.	95	00	7.36	34.07	28.42	31.57
Semester IV March 2017						
B.A.	174	00	2.87	55.74	24.13	13.21
B.Com.	25	4.00	16.00	80.00	24.00	40.00

B.Sc	95	9.47	24.21	38.94	00	76.00
<b>Semester V and VI April 2017</b>						
B.A.	Result Awaited from University					
B.Com.						
B.Sc.						

\* including ATKT results

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

IQAC encourages staff to participate in workshop for quality teaching and learning, use of Library facility, use of modern ICT in teaching and learning, Watch and discuss in staff meetings, Feedback from staff in review and staff meetings feedback from students at the end of every semester, parent's feedback, Feedback analysis, discussion on problems in teaching, management of class in staff meetings. New innovative methods are suggested to think upon and implement in actual classroom interaction.

## 2.13 Initiatives undertaken towards faculty development 09

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	00
UGC- Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	01
Faculty exchange programme	00
Staff training conducted by the University	06
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others staff academy	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	11	-	-	-
Technical Staff	07	00	-	-

### **CRITERION – III**

# **Research, Consultancy and Extension**

### 3. Research, Consultancy and Extension

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

- IQAC focuses on research capacity building among faculty & students.
- Research Committee is constituted to promote teaching staff for Major and minor research projects.
- IQAC and research committee encourage staff to apply and seek financial aid for Minor/ Major Research projects or
- Encourage staff for writing research papers and presentation.
- Institution always motivate the faculty members to participate in various State, National, International conferences to present & publish papers in research journals.
- Faculty members as well as students are motivated to undertake various projects at college level.
- Arrange lectures under staff academy on research topics.
- IQAC promotes for arranging industry visits for students & make them familiar with present research updates in the subject.
- Purchase books for library 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	-	09	09	-
Outlay in Rs. Lakhs	-	2,54,000/-	2,54,000/-	-

#### 3.4 Details on Research Publications

	International	National	Others
Peer Review Journals	09	45	-
Non-Peer Review Journals	06	-	-
e-Journals	00	01	-
Conference proceedings	09	-	-

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

Range NIL Average 06 h-index NIL Nos. in SCOPUS NIL

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	1 year (2016-17)	University of Mumbai	2,54,000	1,27,000
Interdisciplinary Projects	00	-	00	00
Industry sponsored	00	-	00	00
Projects sponsored by the University/ College	00	-	00	00
Students research projects (other than compulsory by the University)	00	-	00	00
Any other(Specify)	00	-	00	00
Total	00	-	2,54,000	1,27,000

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme   
INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	00	00	00	01	00
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

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
00	00	00	00	00	00	00

3.18 No. of faculty from the Institution

who are Ph. D. Guides

and students registered under them

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  State level   
International level  National level

3.22 No. of students participated in NCC events:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="NIL"/>
International level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>

3.23 No. of Awards won in NSS:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="NIL"/>
International level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="NIL"/>	State level	<input type="text" value="NIL"/>
International level	<input type="text" value="NIL"/>	National level	<input type="text" value="NIL"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="09"/>	College forum	<input type="text" value="60"/>	
NCC	<input type="text" value="NIL"/>	NSS	<input type="text" value="95"/>	Any other (DLLE) <input type="text" value="30"/>

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

Efforts are made from Institutional level to arrange activity which will encourage students to Promote the thought of social responsibilities among the students.

Following activity conducted by the college-

- Providing cultural platform for Tribal students to recognise their potential.
- Blood Donation Camp workshop.
- Sensitization programmes towards social, local issues.
- Disaster management awareness.
- Voter's awareness rally.
- Voter registration campaign, Pan card registration drive, Adhar card registration drive.
- Water Literacy.
- Health and hygiene checkups, counselling of the girls on hygiene.
- Tree plantation drive, 1000 trees planted.
- Anti-plastic drive in adopted area.
- Sewing of Cloth bags and distribution in adopted area and staff.
- Efforts are made to promote conservation of environment & need for protecting it by holding interactive sessions with villagers of nearby area.
- Competition on save girl child (Posters, essay, elocution).

- Efforts are made to promote “Importance of Science Education” for Nation building through arranging lectures.
- Rally on ‘Save Girl Child’, women empowerment.
- Our NSS units were involved in cleanliness drive.
- Population education.
- Women empowerment through sensitising programmes.
- Awareness drives under globalization, Rising Population issues, Global warming



## **CRITERION – IV**

# **Infrastructure and Learning Resources**

#### 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 and 15R	00	Management	4 Hectors and 15R
Class rooms	00	00	Management	00
Laboratories	07	00	Management	07
Seminar Halls	01	00	Management	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	82	00	UGC	82
Value of the equipment purchased during the year (Rs. in Lakhs)	3697981	38100	UGC	3736081
Others- Furniture	87	-	Management and UGC	87
Value of furniture purchased	220759	-	UGC	258859
Furniture and Equipment	136	03	College	139
Value of Furniture and Equipment ( In Last five years	540755	-	College	540755

##### 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.
- Examination section is fully computerized. Computer auto generated Hall tickets, Mark-sheets.
- Biometric attendance.
- Computer and software upgradation for university exam for online paper delivery system.
- Lan sharing of office, Library and department computers.
- Use of Library Manager software for Registration and issuing of books.
- Computerization of library software that helps to manage the information of Books, Articles, Journals & Circulation in a most economical & effective manner.
- Search Facility through Title, Author, Cost, Size, Type, and Volume of the book.

#### 4.3 Library services:

	<b>Existing (2015-16)</b>		<b>Newly added (In 2016-17)</b>		<b>Total</b>	
	No.	Value	No.	Value	No.	Value
Text Books	359	150247	135	28436	494	178683
Reference Books	477	123476	64	12186	541	135662
e-Books	-	-	-	-	-	-
Journals	28 (Continued)	10000	12	13000	12	13000
e-Journals	-	-				
Digital Database	-	-				
CD & Video	-	-	yearly	5750	-	5750
Others (specify) News papers Yearly Expenses	-	4300	09	9700	09	9700

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet to existing computers	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	35	10	35	02	03	05	10	04
Added	00	00	00	00	01	00	00	01
Total	35	10	35	02	04	05	10	05

#### 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 departments.
- Training to staff for use of ICT.
- Internet access to all students & staff through UGC Network Resource Centre.
- Training to office staff for use of computers in administration work with new software.
- Entire computerisation of examination department.
- Computerization of Account work by using of Tally software.
- Online accession & downloading of University CCTV surveillance of downloading question papers and time to time training by university.

4.6 Amount spent on maintenance in lakhs:

i) ICT	3,86,785
ii) Campus Infrastructure and facilities	19,050
iii) Equipments	38,100
iv) Others	-----
<b>Total :</b>	<b>4,43,935/-</b>

## **CRITERION – V**

# **Student Support and Progression**

## **5. Student Support and Progression**

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

- Printed prospectus at the time of admission and student counselling at the time of admission.
- Institution has formed different cells & committees for supporting students with their successful college transactions.
- Students are members of some college committees like NSS, Cultural, Sports, DLLE, etc.
- Organization of parent meetings to address issues and invite suggestions for quality improvement.
- To increase the role of students & encourage students, notices displayed on notice boards
- Counselling to students for competitive examination, placements, and subject difficulties.
- Result analysis after the results is declared in the presence of Principal and teaching staff to improve teaching quality and method.
- Organization of Library to orient students, surfing for books
- Guidance for study material and use of ref. books personally to students.
- Workshop, training programmes, orientation programme, group discussion, presentation are organised for students.

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

- Invite feedback from students at the end of academic year without disclosing their identity.
- Suggested to conduct and engage extra lectures for improvement in results.
- Periodical written test are conducted.
- Formal and informal interaction with students for subject related difficulties.
- The college maintains record of placement of the students, award/certificate received to students.
- Respective department connect the passed out students through (via) social media & always be in touch with them.
- The department maintains record and collect placement order letter of employed students. Invite them to attend Alumni meeting and discussion.
- Parents meetings.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1116	00	00	00

(b) No. of students outside the state

00

(c) No. of international students

00

Men	
No	%
-	-

Women	
No	%
-	-

Last Year (2015-16)						2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
34	16	1084	56	00	1190	57	15	1008	36	-	1116

Demand ratio (2016-17) 1: 1.25

Dropout % 4.7

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

- Workshop organised for students on MPSC/UPSC/STAFF and for professors NET/SLET exam 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 books for competitive exams are made available for the students

No. of students beneficiaries

400

5.5 No. of students qualified in these examinations

NET

NIL

SET/SLET

NIL

GATE

NIL

CAT

NIL

IAS/IPS etc

NIL

State PSC

NIL

UPSC

NIL

Others

5.6 Details of student counselling and career guidance.

- Student counseling cell extends counseling assistance to students with psychological, academic & social concerns student counseling cell has been formed in the college.
- Personal counselling to students for pointing out their potentials.
- Workshop, seminars, guest lecturers organised for career guidance.

- Display advertisements of competitive exam. Recruitments on notice board. Sometime personal communication on mobile social media to the students.
- Deep knowledge given to students on specific subjects of competitive exams.
- Competitive exam practiced at college by written test.

No. of students benefitted

Approximately 500

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
NIL	NIL	NIL	35 (Approximately)

#### 5.8 Details of gender sensitization programmes

- Rally on save girl child awareness programme.
- Celebration of international women's day.
- Women's health check-up camps are organized.
- Student's projects under NSS and DLLE with women empowerment and health related studies.
- Essay competition, poster competition, sensitizing programmes, Rangoli competitions, 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  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/University level  National level  International level

Cultural: State/ University level  National level  International level



### 5.10 Scholarships and Financial Support

	Number of Students (2016-17)	Amount
Financial support from institution	-	-
Financial support from government	795	35,99,0651/-
Financial support from other sources (Mumbai University)	797	13,93,375/-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

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

## **CRITERION – VI**

# **Governance, Leadership and Management**

## **CRITERION – VI**

### **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 Government. 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. Instructions of University are followed 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

- Use of ICT.
- Use of Field visits, on field teaching, survey, research projects, practicals.
- Language lab.
- UGC Network resource centre.
- Teachers are encouraged to attend various seminars & workshops related to teaching skills.
- Advanced techniques like power point presentation, Audio-Visuals, movie shows & Language lab have been used.
- Library resources, e-learning, surfing on net for educational purposes.
- Deputation to students for participation in seminar, workshop, training programme

### 6.3.3 Examination and Evaluation

- The Evaluation processes consist of continuous Assessment & Semester examinations. The college has adopted credit based grading system. Revised pattern of 75 (external) & 25 (internal) as per University of Mumbai guidelines.
- Internal assessment is done by class test, assignments & projects. Students are given assignments, projects, field visits etc. Semester end test is conducted at the end of each semester.
- Papers are set as per University norms & pattern prescribed by University of Mumbai.
- Personal evaluation of students in classroom interaction.

### 6.3.4 Research and Development

- Research in the college has been given a strong thrust since last few years.
- Allocation of UGC funds as per guidelines & 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, survey etc.
- Encourage research culture amongst students through survey, questionnaire, discussion, Interviews.
- Many young faculty members are registered for PhD & have presented papers in various national & international conferences & also published papers/articles in well known journals.
- Faculties are encouraged to attend and present their research articles in National & International Conferences & Seminars.
- Research funds support by other NGO's and Institutes for students.

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

#### **Library**

- Institution has well organized library with good backup of internet. Networking facilities, access of information on various types such as online databases, e-journals, e-books.
- Library has Library Manager software for database.
- Provide Text books, Ref. Books, Magazines, journals to students.
- Book bank facility, Inter loan facility available to staff and students.
- Separate reading room for staff, boys and girls.

#### **ICT**

- The ICT facilities are available for learning as well as for administrative work.
- Open access to staff & students to internet.
- Free internet service for students through UGC Net work resource centre.
- Reprography facility in the Library.
- Teachers use ICT effectively in their teaching.
- Online access to study material, CD's videos e-journals.
- Language Laboratory.

#### **Physical infrastructure**

- Biometrics system.
- Display for Notice Boards.
- The institution has good playground & special Gymkhana building for indoor games.
- Clean water with water purifier.
- College has Xerox centre.
- CCTV surveillance at several locations in campus.
- Ventilated classrooms.
- Paving block in campus interior road and in front of Office.
- Botanical garden developed by science faculty, irrigation system for trees.
- Well lit campus by lights in the night.

<b>Instrumentation</b>	
• Refrigerator	• Colorimeter
• Microscope	• pH meter
• Steam generator water bath	• Conductometer

• Dual trace oscilloscope with digital output	• Potentiometer
• Hot air oven	• Electronic weighing balance
• Electrophoresis	• Power supply
• Oven	• Double beam Spectrophotometer
• Flame photometer	• Single beam Spectrophotometer
• Orbital Shaker	• Cooling Centrifuge
• Laminar Air Flow	• Cathod Ray Oscilloscope
• Electronic kits	• Soil Testing Kit

#### 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.
- Staff academy lectures.
- Study tours of staff to various places.

#### 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 Government Rules.

### 6.3.8 Industry Interaction / Collaboration

- Inviting professional experts from 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.

### 6.4 Welfare Schemes for

Teaching	<ul style="list-style-type: none"><li>• Provident fund scheme.</li><li>• GIS, DCPS, Residential facility to needy staff.</li><li>• Support from management in need, or occasional demands.</li><li>• Health centre, Gymnasium, Recreation facilities.</li><li>• Loan facilities through Nationalised Banks, as per Govt. Rules.</li></ul>
Non teaching	<ul style="list-style-type: none"><li>• Provident fund scheme.</li><li>• GIS, DCPS, Residential facility for needy staff.</li><li>• Health centre, Gymnasium, Recreation facilities,</li><li>• Support from management in need, or occasional demands.</li><li>• Loan facilities through Nationalised Banks, as per Govt. Rules.</li><li>• College provide Uniform for menial staff.</li></ul>
Students	<ul style="list-style-type: none"><li>• SC/ST/OBC Welfare Cell, students counseling and grievance redressal cell.</li><li>• Group insurance. Health centre, Recreational and sports facilities.</li><li>• Transport facility through State Transport by providing documents for</li></ul>

	<p>concession.</p> <ul style="list-style-type: none"> <li>• Scholarship to All reserved category candidates by Central, State Government, University, private institutions etc.</li> <li>• Official recommendations for Hostel admission, communication of reference books from hostel, study material from Hostel –both boys and girls.</li> <li>• Book bank facility to needy students.</li> <li>• Participation in Extracurricular activities.</li> <li>• Banking facilities through Nationalized Banks, recommendations to bank.</li> <li>• Recommendations to admitted students for obtaining Caste validity from Govt. authorities.</li> <li>• Support for Distance Education and YCMOU.</li> <li>• Remedial classes for weaker sections of students.</li> <li>• Free internet facility, reading room, placement cell.</li> <li>• Guidance for competitive Examinations</li> <li>• Availability of study material in the library for competitive examination.</li> <li>• Language lab for English subjects students.</li> <li>• Suggestion and complaint box in college premises.</li> <li>• For Bus Concession we provide bona-fide certificate and college stamps with signature to help student for transport passes.</li> </ul>
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6.5 Total corpus fund generated

Nil
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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	<input checked="" type="checkbox"/>	NAAC, ISO	<input checked="" type="checkbox"/>	Internal Auditor
Administrative	<input checked="" type="checkbox"/>	Joint Director, Higher Education, AG	<input checked="" type="checkbox"/>	Management Auditor

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, and 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.
- Constructive suggestion for improvement of college.
- Donation by books and sport material or educational 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.

#### 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 improvement 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 spitting, 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.
- Display of Save Energy Notice at various places in the campus.

## **CRITERION – VII**

# **Innovations and Best Practices**

## 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. Rural Development-** Arranged advanced certificate course in Rural development - Horticulture to improve awareness and skill for agricultural marketing. Arranged soil testing analysis of nearby farmers for test of aquiline %, minerals. Guidance done for proper use of fertilizers to the farmers.
- 2. English-** Started Optional English subject for tribal students at S.Y.B.A. level to improve English knowledge and job opportunities. Arranged basic certificate course in English speaking for tribal students.
- 3. NSS-** Organised 07 days “Special Winter Camp” at Kogda village, during which lectures are delivered by eminent personality on the subjects such as Panchayat raj, Positive approach & Youth, Sex Education, Sustainable agriculture & rural development, carrier guidance, Humane capabilities etc. Rally in Jawhar city on save girl child & Save water campaign organised. Workshop on How to be a smart investor for better investment in the market.
- 4. Economic-** Organised a study tour to visit sugar factories to study sugar making process & also visited food processing industry. The study tour helped students for generation of self-employment.
- 5. Commerce:** Organized guest lecture by eminent personality on various subject like company final account, women empowerment, foreign currency etc.
- 6. Extra-curricular Activity:**
  - Workshop was held on “folk dance & Katthak Dance” which helped students to improve dance performance & personal enrichment.
  - University of Mumbai has also given special attention for improving general knowledge & to change the approach of students for appearing competitive examination by showing success stories of recently joined IAS/IPS officers in civil service department through mobile education van of University.
  - The mobile van present in the campus 07 days in which various activities are shown to the student, which has improved the soft skills among the students.

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

- In order to strengthen the research activity, core research committee has been formed in the college. Teachers are motivated to attend workshops and conferences at national and international levels.
- IQAC has suggested sending proposals to university for continuation of third year of science (T.Y.B.Sc.) faculty by starting the departments having special subjects of Chemistry, Botany, Zoology, Physics, Mathematics.
- Organised rally for awareness on water literacy, save girl child, voters awareness, road safety.
- Organised cleanliness drive.
- Organized various competitions like essay, posters, slogans, rangoli, mehendi, debate etc during annual cultural programmes.

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

- Remedial Coaching
- More exposure to tribal students at University & state level

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

7.4 Contribution to environmental awareness / protection

**Activities initiated in the campus for environmental awareness /protections are as follows**

- Organising water literacy programmes
- Organised rallies on environmental issues
- Organising disaster management programmes.
- Organising sensitising programmes
- 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.

**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:**

- Highly qualified, motivated and devoted staff helped for efficient teaching & conduct day to day activity smoothly.
- Use of ICT in teaching-learning by faculty.
- Strong commitment to community, service, social justice and empowerment of women.
- A strong focus on high quality, student centered teaching process.
- Providing quality education to rural and tribal students at affordable cost.
- Large campus area for development of infrastructure.
- Well occupied library with internet facility.

**Weaknesses:**

- Students enrolled are from rural background and most of them are residing at very remote places.
- No academic flexibility.
- Limitation of resources.
- Lack of communication transport facilities.
- As the students are from tribal community who have inferiority complex and problem of communication in English language.

**Opportunities:**

- To emerge as an one of the pioneer educational organization in Jawhar taluka.
- 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

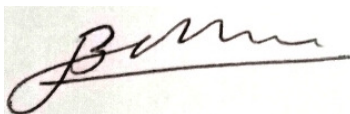
**Threats:**

- Inadequate resources to adopt ICT technology to its full sense.
- Industrial linkages need to be harnessed.
- Lack of necessary government support for all programmes.
- Government freeze on appointments in Aided programmes.

**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.

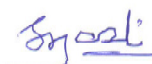
*Name Dr. B. L. Jadhav*



*Signature of the Coordinator, IQAC*

*Name Dr. S. V. Joshi*



  
**PRINCIPAL**  
Gokhale Education Society's  
Arts, Commerce & Science College  
JAWHAR (Dist. Palghar)-401 603

*Signature of the Principal*

## Annexure-I

<b>Gokhale Education Society's Arts Commerce &amp; Science College, Jawhar 401603 Dist. Palghar, Mumbai</b>  <b>Academic Calendar: 2016-17</b>	
<b>May - 2016</b>	
<b>Day, Date and week</b>	<b>Particulars</b>
May	Printing of Prospects particular Admission Process for S.Y.B.A./T.Y.B.A./S.Y.B.Com/ T.Y.B.Com. /S.Y.B.Sc. /T.Y.B.Sc. Class

<b>June - 2016</b>	
<b>Day, Date and Week</b>	<b>Particulars</b>
Second Week	College Re-Open (06-06-2016) Academic Year staff Meeting (06-06-2016) Preparation of academic Calender World Environment Day celebration planning (05-06-2016)
Third Week	Department wise Staff Meeting Framing the time table. Start First Year Admission process. Preparation for NAAC SSR Report. NSS Unit Planning & allotment. Address to SY & TY Classes by principal. Teaching Plan preparation. Yoga Day ( International) (२१-०६-२०१६)
Fourth Week	Introduction to course & opportunities (Science) Tree Plantation in the campus area. Chatrapati Shau Maharaj Jayanti Celebration.

<b>July 2016</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Address of Principal to FYBA/B Com/B.Sc. Students. Inauguration of Commerce Association Registration of students under NSS Unit. Tree Plantation through NSS.
Second Week	Celebration of world population day essay competition. Mumbai University Youth festival competition. Opening of cultural cell. Participation of students for the Avishkar Programme.
Third Week	Tutorials for all classes Career guidance for Economics & Commerce Students Remedial Teaching start.



Fourth Week	Regular NSS activities & workshop on consumer guidance Enrollement of students under COC programme for RD & English department. Checking & follow up for requirement for the practical of Science stream. Guest lecture on carrier guidance Science Faculty Regular NSS activities & workshop on consumer guidance Sports activity start.
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### **August 2016**

Day, Date & Week	<i>Particulars</i>
First Week	Youth Festival participation for different cultural events. Class Test For all Class & Subject Guest Lecture for TYBA/B.Com./TYBSc Students. Enrollment for English Speaking Course & Technique. Lekhak Aplya Bhetila - An Interview
Second Week	NSS regular activities Celebration of Independence day
Third Week	Field visit for COC students by RD Department. Registration & Organization College Level Tranning Programme (DLLE). Unit test for all Class. Kabbadi Kho Kho & other competitions uder sports department. Sadbhavna day celebration
Fourth Week	Industrial visit of TYBSc Class Chem Quiz Programme (Chemistry Dept.) Visit to Wadi Project (R.D. Students)

### **September 2016**

Day, Date & Week	<i>Particulars</i>
First Week	Celebration of Teachers Day Youth Festival Final. Two Days National Seminar organizations by Commerce & Economics department. Interview Technique and compeering by English department. Guest lecture & preliminary Exam
Second Week	Ganpati Vacation. International Literacy & Peace Day celebration
Third Week	Guest lecture for FYBSc students Periodic test for FY,SY,TY BSc Students Guest lecturers, Tutorials and Field Visit, International Peace Day celebration. Celebration of Blood Donation Day /Camp Periodical tutorial project.
Fourth Week	Tutorial SYBA/B. Commerce Economics NSS day celebration Essay, Poster Competitions

	Field visit for community level activity Kabaddi sport Dept. Filling up Examination forms Publicity Week celebration under NSS
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<b>October 2016</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Gandhi Jayanti Programme & Shramdan. College level semester Examination. Submission of Half yearly report. Two guest lecture on Marathi subject. Question paper setting Kho-Kho sports
Second Week	I,III & V Semester Exam Assessment of Answer books Children Day celebration & National integration Day celebration. Diwali Vacation. TYBA /B.Com & B.Sc. University Exam
Third Week	University Practical Exam. Science classes College level Assessment Programme (CAP)
Fourth Week	Laboratory cleaning Cleaning Drive Staff Meeting (Last Working day Meeting) Diwali Vacation 25 <sup>th</sup> Oct. to 14 <sup>th</sup> Nov 2016

<b>November 2016</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Diwali Vacation
Second Week	Diwali Vacation
Third Week	College Re-Open 15 Nov 2016. College Staff meeting & Head Dept Meeting(15-07-2016) Anti Poverty Day.
Fourth Week	Organized essay competition (DLLE) Review & updation of NAAC SSR Report.

<b>December 2016</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Preparation of Project for all classes Visit to self help group (R.D.) Tutorial & Field Visit (Eco) NSS adopted area Survey
Second Week	Human right Day celebration Organization of special camp (NSS) Guest Lecture opportunities in electronic media (Mar) Organization of Aids Awareness Week & international Voluntary Day.

	College Level Activities & Project (DLLE).
Third Week	Cultural & Sports Week Celebration. Award Distribution Function by Eminent personality.
Fourth Week	Christmas vacation College NSS Camp at adopted village.

### ***January 2017***

<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Field work for TYBA Economics Students Educational Tour for College students Guest Lectures for Commerce Students Industrial Visit of Commerce Department
Second Week	Presentation & VIVA- TYBCom Students Celebration of National Youth Day & Week TYBA R.D. Camp. Study tour of Dapoli Vidyapeeth. Organized College level second tanning programming (DLLE) Celebration of Republic Day Field visit to Primary Health Centre.
Third Week	Study Tour & Science Faculty. TYBA R.D. Camp. & Guest Lecture. Workshop for COC (R.D.) Students. Uddan Festival at College level. Declaration II <sup>nd</sup> term & Assessment & Result
Fourth Week	Class Test for all Classes Start regular practical for FY/SY/T.Y.B.Sc. Group Discussion ( English) Uddan festival at college level. Practical for FYBSc. Review of Academic/NSS activities

### ***February 2017***

<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	Conduction of Economic Survey Completion of project report Preliminary Exam. TYBA B.Com. & B.Sc. Classes TYBA. Economic Students Economic Day celebration Subject relating meeting under department and review meetings. Review & updation of NAAC SSR Report.
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 & Examination work.
Fourth Week	Economics Day Celebration.

	Attend the Uddan festival a College level Organization Programme for Science Day Periodic Test for FY & SY B.Sc. Class
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<b>March 2017</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	FY, SYBA/B.Com. and B.Sc. College Level semester II & IV Exam II,IV Semester Examination Celebration of world Consumer Right Day. Exam. of Advance Certificate course in R.D. College Level CAP. T.Y.B. Com University Examination College Level CAP Programme Two guest lectures -Marathi Preparation & viva
Second Week	International Women's Day celebration submission of find report to University (DLLE). World consumer Rights Day. Submission of Camp details. International of Project & Viva Examination Exam for COC Students. TYBA University Examination. Compilation of NAAC SSR Report.
Third Week	University Practical Exam. (Science Faculty) Paper assessment Internal Project & Viva Examination University Exam. TYBA/B.Com/B.Sc.
Fourth Week	CAP programme university level if any Submission of Accounts Regular & special camp. Reviving year UGC network centre USE & Development activities Life Long Dept. final report to University Conduction of University Practical Exam FYBSc Certification of Practical Journal FY/SY B.Sc. students Laboratory. Finalization & Submission of NAAC SSR Report.
<b>April -2017</b>	
<b>Day, Date &amp; Week</b>	<b>Particulars</b>
First Week	TYBA/B.Com./B.Sc. University Level Examination CAP of College Level Moderation Work Preparation of College Result World Health Day. NAAC related staff meeting.
Second Week	CAP programme. Dr. Babasaheb Ambedkar Jayanti programme World Earth Day Celebration. Preparation of Departmental report.
Third Week	NAAC related documentation of department. Examination related documentation completion.

Fourth Week	NAAC related meeting. LMC meeting. Finalization of all departmental reports Evaluation of Academic year 2016-17. Last Working Day Meeting (30-04-2017)
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**PRINCIPAL**  
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## **Annexure- II**

### **Best Practices:**

#### **Title of the Practice-I : Remedial Coaching**

##### **Goal**

As the institution has around 97% students from tribal community and from rural area which are socially and economically backward. The aim of this practice is to give additional academic knowledge for difficult subjects to the students. This activity provides an opportunity to the weaker performing students in Arts, Commerce faculties. This is an attempt to equip the students to students for improving results in annual examinations. Under this activity students are identified on the basis of last year academic performance. The special classes are arranged in afternoon session to encourage the students to reduce the percentage of failures and dropouts. This course is specially designed for slow learners by given personal coaching they are encouraged. This course is also designed to improve final results of TYBA/BCom University examination. Under this course college staff takes special efforts to increase their academic performance. In addition this, the various practices in this course help to develop the students' confidence and personality to face the obstacles in their future life.

##### **The context**

As the college is located in tribal area the major enrolment of the students is from economically poor families and socially backward classes like SC, ST and OBC. These families are basically deprived of educational surrounding and opportunities. Such deficient students are admitted to remedial coaching classes in different faculties in arts and commerce. After the admission process, the students having poor performance in earlier classes are identified and their respective areas of difficulties are sorted out in the beginning of academic year.

##### **The Practice**

This practice is run under UGC scheme hence institution has formed UGC fund Committee which governs the practices in remedial teaching. This committee initially analyzed last academic year results and sorts out difficult subjects. The beneficiaries list is prepared on the basis of difficult subjects. After completion of admission process the list of students is hand over to subject teachers for initiating remedial classes. The students are enrolled for various subjects like Accountancy, Mathematics, Economics, English & Business Communication. A separate time-table is prepared as per the availability of the classrooms and the students. 20 periods of 2 hours are allotted to faculty for the academic year if required additional periods are also conducted by concern subject teachers. In remedial teaching the teachers use various the teaching methods

like lecture, demonstration, debate and group discussion. The teachers encourage the students for positive learning.

### **Evidence of Success**

During last four years, it was observed that the results of University examination has been improved. This course has provided the opportunity to the students for getting the subject matter in its simplest form. The confidence of the students has been increased & their confidence level has been increased which has been replicated in further results. This activity has helped to improve the overall result of difficult subjects. The visual impact is seen in the confidence and the personality of the students. The behavioural change is also noticed in the rural and socially deprived students. There are a good number of students enrolled for remedial coaching classes during the last five academic years.

### **Problems encountered and resources required**

The committee has to face many challenges while initiating this remedial coaching course. The first and foremost problem is about selection of the students with poor academic performance. The committee decided to evaluate the performance of last year students in the difficult subjects. On the basis of report, the students are selected for remedial coaching. The time schedule is one of the major challenge as most students are coming from nearby villages whose ST buses timing for arrival and departure is different. For solving this problem, weekly two days schedule is planed for the each subjects sometimes lectures are conducted on holidays. It is also difficult to complete syllabus in limited period which has been allotted by committee. To complete the syllabus extra efforts have been taken by teachers and also sometimes use of ICT tools, new teaching methods & techniques. The college arranged necessary infrastructure and furniture facility for remedial classes. The economical resource is generated through UGC funding and utilized for purchasing books and allotment of remuneration for the staff. The remedial coaching is given free of cost to students.

### **Annexure- III**

#### **Best Practice-II**

##### **2. Title of the Practice-II :** More exposure to tribal students at University and State level

#### **Goal:**

The Vision of our Society and college is “To bring about change in the life of the tribals and the downtrodden through value-based and skill-oriented education”. Hence our society has started senior college in tribal area in the area 1983. From beginning of the establishment the college has involved in social activity continuously. Our college believes in transform the lives of the under privileged, the rural and adivasi students through quality higher education and mould them into responsible citizens. The objectives of this practice are –

- To play the lead role in the intellectual and cultural life of Jawhar.
- To promote students at university and state level on variety of platforms.
- To aim at multi-dimensional personality development through extracurricular and co-curricular activities.
- To provide a platform to the students for self-realization through a variety of add-on programmes.

This helps to achieve a hybrid social-academic approach among students to bring social change in Tribal & Rural area. This helps students to change attitude for giving valuable contribution to society for national development. This activity helps students to improve communication and personality by exposing to state level

#### **Context:**

This practice is aimed at conducting various activities for Social reforms in rural and tribal areas. The entire co-curricular and extracurricular activities conducted by the college contribute towards the uplifting the change in the life of the tribals and the downtrodden & to bring them in main stream of cultured society.

#### **The Practice**

The college has strong NSS unit having 300 volunteers and 3 program officers by which we followed this practices very strongly, such practices conducted by college for Social Reforms in Tribal & Rural area. Important practices are under-

- **Celebrated Sadbhavana Week :**

The college celebrated Sadbhavana Week every year to create awareness among the society to maintain the social balance & culture in various community, cast & religions. Under this



activity NSS unit of the college conducts various competitions, like Essay, Elocution Poster competition etc.

- **Cleaning Drive :**

Every year, on the occasion of 2 Oct. Birthday celebration of Mahatma Gandhi the college arrange clean drive programme in college campus and nearby areas to avoid the health problems of the society.

- **Workshops on ‘How to be a Smart Investor’:**

Every year, college organized a workshop on ‘How to be a Smart Investor’ in collaboration with Bombay Stock Exchange, Consumer Forum of India and NSS Cell university of Mumbai to create awareness among the tribal students and society for uplifting their economical condition through better investment schemes of government & private agencies.

- **Blood donation camp :**

Every year, college organized Blood donation camp in collaboration with cottage hospital Jawhar for solving blood shortage problems in case of emergency in rural hospitals. Under this activity our college students and staff donates blood more 60 bottles during each camp.

- **Adoptation of village for social reform :**

College NSS unit adopts under developed village for five year for social reform through various activities. During the last five years college has adopted Walwanda village for social reform. During camp period college arranges lectures of eminent personality on Challenges before youths, RTI, Positive thinking, Youth role in rural development, organic farming, AIDS awareness program, Environmental Awareness, Communication skill etc. Along with this students carry out field activities such as- Geographical survey, Construction of Vanrai bandhara, energy conservation program, plantation, construction of roads, pits for construction of toilets, health check-up of peoples in adopted village and other activates for social reforms.

- **Disaster Management Programme :**

NSS volunteers and program officers participated in Disaster Management Programme organized by various agencies. This activity helps to rural peoples in case of disaster moment happens in this hilly & tribal area.

- **Save Girl Child :**

College conducts this activity as a major social issue for increase percentage of girls in rural area. From many of the years due lack of education & superstition the percentage of girls has been reduced from many years hence importance is given to this activity as it is one of the major social issue presently.

- **Warli painting workshop**

The college conduct workshop on Warali painting at university level to promote and encourage tribal students, their cultural and generate income

- **Organisation of state level activity**

The college has conducted recently state level camp under NSS cell and university of Mumbai to promote tribal students and expose them to outside world under these programme students are expose to other persons, students and showcase their art and culture.

**Evidence of success:**

- The activities carried out under this practice helped the college to develop social life of rural & tribal peoples in this area in many ways.
- Health care camps provided true picture of tribal people's health and they have become conscious about their health.
- Through these activities the people involved, get aware of village life, culture, problems faced by villagers and also try to find the measures for the same.
- Due to this activity the life culture as well as standard of living of tribal & rural have been changed up to certain levels in positive way.
- The students are well aware about health, participating state level activity, sports activity. In cultural programmes at university level .

**Problems encountered and resources required**

- Co-ordinating with the people of the village and convince them for the said activity is difficult task. This problem is solved by creating awareness among them through cultural activities like street play, one act play, arranging lectures of eminent personality on social issues etc.
- Due to high percentage superstition it is very difficult to convey the message of social reforms. This issue is resolved by creating awareness among the people through various NSS activities.

- For conducting this activity funds are generated through various agencies like Mumbai University, State government & private agency.
- Transport resources are very inadequate due to hilly and rural area.
- The students are reticent in their communication that inhibits their participation in activities.

These practices are aimed to sort out various Social and individuals issues in this area. These activities conducted by the college contribute towards the uplifting the society.

#### **Contact Details :**

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