

**Shri Shivaji Education Society, Amravati's
JIJAMATA MAHAVIDYALAYA, BULDANA (MS)**

To,
The Director,
National Assessment and Accreditation Council,
Bangalore.

Subject : Submission of Annual Quality Assurance Report (AQAR) 2013-14

R/Sir,

We are submitting herewith the **Annual Quality Assurance Report (AQAR)** for the **Academic Session 2013-14** of our college containing **Part A and Part B** according to seven criteria of NAAC.

Please accept and acknowledge.

Thank you!

Encls.: Annexure I-IV

Dr. D. M. Ambhore
Principal,
Jijamata Mahavidyalaya, Buldana (MS)

JIJAMATA MAHAVIDYALAYA, BULDANA(MS)

Annual Quality Assurance Report (AQAR)

Part – A

1. Details of the Institution

- 1.1 Name of the Institution : Jijamata Mahavidyalaya, Buldana
- 1.2 Address Line 1 : Chikhali Road
- City/Town : Buldana
- State : Maharashtra
- Pin Code : 443001
- Institution e-mail address : drdmambhore@gmail.com
- Contact Nos.
- Name of the Head of the Institution : Dr. D. M. Ambhore
- Mobile :9422182479
- Name of the IQAC Co-ordinator : Prof. G. R. Jadhao
- Mobile : 9423338419
- IQAC e-mail address: : grjadhaobld@gmail.com
- 1.3 NAAC Track ID :
- 1.4 NAAC Executive Committee No. & Date : EC/62/RAR/108 Date 5 January 2013
- 1.5 Website address:
- <http://www.jmvb.org>
- Web-link of the AQAR
- <http://www.jmvb.org/AQAR2013-14.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	-	2004	2004 to 2009
2	2 nd Cycle	B	2.88	2013	05/01/2013 to 04/01/2018

- 1.7 Date of Establishment of IQAC : 26 June 2013

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 (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

i. AQAR 2013-14 submitted to NAAC on : 29/09/2014

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University

(*for the Colleges*)

: Sant Gadge Baba Amravati University, Amravati

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence	<input type="checkbox"/>	UGC-CPE	<input checked="" type="checkbox"/>
DST Star Scheme	<input type="checkbox"/>	UGC-CE	<input type="checkbox"/>
UGC-Special Assistance Programme	<input type="checkbox"/>	DST-FIST	<input type="checkbox"/>
UGC-Innovative PG programmes	<input type="checkbox"/>	Any other (<i>Specify</i>)	<input type="checkbox"/>
UGC-COP Programmes	<input type="checkbox"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	: 08		
2.2 No. of Administrative/Technical staff	: 01		
2.3 No. of students	: 01		
2.4 No. of Management representatives	: 01		
2.5 No. of Alumni	: 01		
2.6 No. of any other stakeholder and community representatives	: 01		
2.7 No. of Employers/ Industrialists	: 01		
2.8 No. of other External Experts	: 01		
2.9 Total No. of members	: 15		
2.10 No. of IQAC meetings held	: 05		
2.11 No. of meetings with various stakeholders:	No.: 09	Faculty	:04
	Non-Teaching Staff: 02	Students : 02	Alumni: 01
		Others : --	

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

If yes, mention the amount : Rs. 3 Lakhs

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Theme : Quality Enhancement in Higher Education

2.14 Significant Activities and contributions made by IQAC

The college IQAC has played an active role in the overall development of the college. Significant activities of the IQAC during the session are-

- Frequent meetings with teaching and non-teaching staff
- Meetings with Alumni Association and Parent-Teacher Association to obtain feedback and suggestions
- Organization of College Level Workshop on Quality Enhancement in Higher Education
- Encouraged and guided faculty to undertake Major and Minor Research Projects
- Proposals for organizing Conferences/Seminars/Workshops
- Encouraged faculty for research publications
- Initiatives for campus beautification and infrastructural development.

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
I. Curricular Aspects	
<ul style="list-style-type: none"> • To organize workshop for faculty members for effective implementation of the curriculum. • To support to the teachers for effectively translating the curriculum and improving teaching practices. • To organize seminars and workshops for effective curriculum delivery and transaction on the curriculum. • To provide additional skill oriented programmes to the students. • To organize seminars, workshops, Guest Lectures, Field Trips for enhancing and supplementing the curriculum. • To organize seminars, awareness programmes, Debates to integrate the cross cutting issues into the curriculum. • To organize value education session, college interview, Blood donation Camp etc. to 	<ul style="list-style-type: none"> • Seminars and workshops on curriculum implementation • Allotment of courses to be taught at the departmental level. • Teaching plans designed by the Teaching-Learning and Evaluation Committee • Plans checked by Head of the Departments & approved by the Principal • Staff meetings are regularly conducted to discuss and plan academic and other related programmes to be taken during the year. • The college allocated funds for the purchase of books, journals, equipments and apparatuses. • E-learning through ICT is made available in the class rooms. • Experts in different fields were invited to speak on latest trends in their areas of specializations and work experience. • Arrangement has been made for faculty to

<p>ensure holistic development of students.</p> <ul style="list-style-type: none"> • To obtain feedback from students and stakeholders on curriculum. 	<p>attend seminars and workshops.</p> <ul style="list-style-type: none"> • The college has made class rooms ICT enabled with LCD projectors. • Organized workshops and seminars on related topics of the curriculum. • Besides text books, college procured reference books, journals and subject related learning materials to update learning resources for teachers and students. • Field trips were arranged in concerned subjects. • College obtained feedback from students and stakeholders and it is analyzed. The feedback and the valuable suggestions of the students and stakeholders regarding the curriculum has been sent to the Academic Council and Board of Studies of respective subjects of the Sant Gadge Baba Amravati University, Amravati.
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II. Teaching, Learning and Evaluation

<ul style="list-style-type: none"> • Admissions through computerized system. • To ensure access for different categories of students through policy of inclusion. • Orientation programme / Principal's address for the new comers • Preparation of academic calendar for teaching learning and evaluation process. • Annual academic planning approved by HOD and Principal. • Curriculum coverage review report on the completion of syllabus twice in a year. • Seminars, study tours, group discussions and projects. • Remedial coaching and tutorials for slow learners and extra coaching for advance learners • Implementation of Guardian-Teacher Scheme • Extensive use of ICT in teaching-learning. • To obtain feedback from students and external peers. • Encourage participation of teachers in faculty development programmes. • To disseminate the evaluation process to all stake holders through academic calendar, prospectus, college website. 	<ul style="list-style-type: none"> • Admissions through Campus-Net • Effective implementation of inclusion policy. • Students became aware of all facilities and resources. • Preparation of academic calendar and annual academic planning facilitated smooth and effective curriculum delivery. • Seminars, study tours, group discussions and projects benefitted students in academic pursuits. • Remedial and extra coaching improved results and merits. • Guardian-Teacher Scheme helped in for bridging the gap between teachers and students and improved classroom attendance. • Extensive use of ICT in teaching-learning improved learning experience of students and made teaching more effective. • Feedback from students and external peers helped for improving quality of teachers. • participation of teachers in faculty development programmes increased. • All necessary measures resulted in reducing the drop-out rate.
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<ul style="list-style-type: none"> • Active Grievances Redressal Cell. • Necessary measures to reduce drop-out rate. 	
III. Research, Consultancy and Extension	
<ul style="list-style-type: none"> • To upgrade the research facilities in the Laboratories by adding advance equipments, Journals, Reference Books. • To Organize Workshops, Training Programmes, Motivation Programmes for the faculty to promote research. • To Arrange Lectures of eminent persons to benefit the students and the faculty. • To encourage faculty to undertake research by collaborating with other research organizations or industries. • “Research Awards” to students & faculty to appreciate them for doing extra ordinary work. • To promote the faculty to submit proposals of Minor and Major research projects towards the funding agencies like UGC, CSIR, DST etc. • To upgrade resources in the library. (Number of Text-Books, Number of Reference books, Number of Journals, Number of e-Journals, INFLIBNET facility). • To encourage faculty to publish their research papers in International and National level peer reviewed journals with impact factors, ISBN numbers. • Awareness of faculty about Impact factor, Citation Index, h-index SNIP, etc. <p>Consultancy:</p> <ul style="list-style-type: none"> • To promote the faculty to render consultancy services to Government / Non-Government organizations / Community / Public etc. • To promote the faculty for utilizing the laboratories, equipment, expertise available to serve the community. <p>Extension Activities :</p> <ul style="list-style-type: none"> • To organize need based extension programmes. • To Conduct major extension activities involving 	<ul style="list-style-type: none"> • All Laboratories Have been Upgraded by Adding Sophisticated Equipments. • Due to Motivation Programmes Quality of Research have been Improved • Lectures of immanent Persons Upgraded the Knowledge of Faculty & Students. • Faculty have taken Research Projects in Collaboration with Different Institutes. • Increased Research Publication & Participation of Faculty in Seminar/Conferences • 04 Proposals (01 Major & 03 Minor) were submitted to UGC out of which 02 Minor Research Projects were sanctioned. • Enrichment of College Library. • Increased Research output in National Journals - 29 International Journals - 23 Books - 02 <ul style="list-style-type: none"> • New Consultancy services initiated in -Finance & Income Tax -Water & Soil Analysis. • Various Extension Activities undertaken by College

<p>students & NGO's.</p> <p>Collaborations :</p> <ul style="list-style-type: none"> To increase collaborations with industries, National & Inter-National Institutes & NGO's etc. 	<ol style="list-style-type: none"> 01. Tree Plantation 02. Blood Donation 03. Road Safety Campaign 04. Woman Empowerment 05. Health Awareness 06. Pulse Polio Campaign etc... <ul style="list-style-type: none"> Collaboration process has been initiated.
<p>IV. Infrastructure and Learning Resources</p>	
<ul style="list-style-type: none"> Renovation of Computer & Microbiology laboratories. To developed new dynamic website of College. To procure SOUL software & INFLIBNET facility. Automation of Administrative Office Enhancement of Digital Classrooms. Maintenance of <ul style="list-style-type: none"> - Computers , Printers etc - Building - Sports Ground - Equipments 	<ul style="list-style-type: none"> Renovation of Computer & Microbiology laboratories is process. Dynamic website of College has been registered & development is in process. SOUL software & INFLIBNET facility availed in the Library Automation of Administrative Office completed Addition of two Digital Classrooms. Various maintenance works done.
<p>V. Student Support and Progression</p>	
<ul style="list-style-type: none"> Welfare schemes for students To organize personality development programme, competitive exam, career counselling. To display various support scheme on College website for the benefit of students. To increase participation of students in curricular and extra- curricular activities. To invite various companies & firms for campus interviews through placement cell. To ensure redressal of grievances through redressal cell. To obtain feedback from students about support services. To make Student Council proactive. To provide coaching facility in sports. 	<ul style="list-style-type: none"> GOI scholarship, free-ship, teacher sponsored merit awards, insurance etc. given to students. Increased the number of students' placement. Number of student participants in curricular and extra- curricular activities increased. Campus interviews were organized in college and some students were selected in them. Feedback from students about support services was obtained and analyzed for improvements. Representatives from Students Council were nominated on various committees including IQAC. Sports coaching helped players to achieve success at university, state and national level events.

VI. Governance, Leadership and Management

<ul style="list-style-type: none">• Establishment of IQAC• Formation of Criterion-wise Committees• Formation of various sub-committees in each criterion.• Formation of Staff Council• Election and formation of Students' Council• Formation of NSS and NCC advisory committees• Human resource management	<ul style="list-style-type: none">• Established college IQAC according to NAAC guidelines• Formation of various administrative committees was done.• Invited plans from these committees and monitored their execution.
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VII. Innovations and Best Practices

<ul style="list-style-type: none">• Tree Plantation and Conservation• Maintenance of Farm Pond and Rain Water Harvesting Plant on the campus.• To initiate mechanism for hazardous and e-waste management• To conduct the Green Audit of the campus• Celebration of Green Day/Ozone day/World Earth Day etc. for creating awareness about environmental issues.• Pre-Admission Guidance and Counselling Committee• Incorporation of ICT (Digital Smart Boards) in all departments.• Organization of Welcome and Farewell programmes for staff and students.• Formation of Study Forums for each subject.• Distribution of useful materials like wheelchairs, tricycles, study materials etc. to students with special needs.	<ul style="list-style-type: none">• The Department of Botany organized Tree Plantation Programme in collaboration with the Social Forestry Department of Z. P., Buldana and planted 100 saplings on the campus.• The maintenance of Farm Pond and Rain Water Harvesting Plant was done by the volunteers of NSS, NCC and sports department.• The institution initiated a drive for hazardous and e-waste management by prohibiting use of plastic bags, compulsory no vehicle days, construction of soak pits for lab outlets, establishment of e-waste management committee for resale and safe and proper disposal of the e-waste.• Conducted the Green Audit of the campus• Celebration of Green Day (1st working day of every month)• Pre-Admission Guidance and Counselling Committee helped students to understand their aptitudes and right selection of subjects.• Digital Interactive Boards, LCD projectors, Audio-visual Aids etc. were provided to all departments to encourage ICT enabled teaching –learning methodologies.• Organization of Welcome and Farewell programmes for staff and students.• Formation of Study Forums for each subject helped to orient students in subjects and developed
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	<p>research aptitude in them..</p> <ul style="list-style-type: none"> Distributed 03 tricycles and study materials to students with special needs.
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* Separate copy of Academic Calendar 2013-14 attached as Annexure V.

2.15 Whether the AQAR was placed in statutory body Yes No

 Management Syndicate Any other body

Provide the details of the action taken

The AQAR 2013-14 of the institution was put before the Local Management Committee for discussion and suggestions. With the approval of the LMC the AQAR was finalized for submission to NAAC.

PART-B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes:

Level of the Programme	No. of existing Programmes	No. of programmes added during the year	No. of self-financing programmes
Ph D	<p>08</p> <p>1) Political Science 2) History 3) Commerce 4) Chemistry 5) Physics 6) Zoology 7) Maths 8) Botany</p>		
PG	<p>06</p> <p>1) Economics 2) Marathi 3) Chemistry 4) English 5) Music 6) Commerce</p>		<p>05</p> <p>1) M.A.(Marathi) 2) M.Sc.(Chemistry) 3) M.A.(English) 4) M.A.(Music) 5) M.Com.</p>
UG	<p>03</p> <p>1) B.A. 2) B.Com (Mar & Eng</p>		<p>01</p> <p>1) B.Com.(English Medium)</p>

	Medium) 3) B.Sc.		
PG Diploma	01 1) P.G. Diploma in Taxation		01 1) P. G. Diploma in Taxation
Total	18		07

1.2 (i) Flexibility of the Curriculum: CSCS/ Core/ **Elective option**/ Open options

Elective option

B.A.---7

1) Political Science 2) History 3) Economics 4) Philosophy 5) Music 6) Marathi literature 7) English Literature

B.Sc.--6

- Group A: English, Marathi, Chemistry, Physics, Maths
- Group B: English, Marathi, Chemistry, Botany, Zoology.
- Group C : English, Marathi, Physica, Maths, Computer Science.
- Group D : English, Physica, Chemistry, Computer Science
- Group E: English, Marathi, Chemistry, Botany, Microbiology.
- Group F : English, Marathi, Chemistry, Zoology, Microbiology.

(ii) Pattern of Programmes:

Pattern	Number of programmes	
Semester	03	a) B.Sc. b) M.Sc. c) M.Com.
Annual	06	a)B.A. b) B.com. c) M.A. (Eco) d) M.A.(Mar) e) M.A.(Eng) f) M.A. (Music)

1.3 Feedback from stakeholders **Alumni** [] **Parents** [] **Employers** [] **Students** []

(on all aspects)

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

**Analyses of the feedback are attached as Annexure I-IV*

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

There is a continuous updating process of syllabus enrichment including modifications effected by the affiliating university.

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

i) Dr. Babasaheb Ambedkar Study Centre approved by UGC.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	29	14	13	02	-

2.2 No. of permanent faculty with Ph.D.

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	14	04	14	-	-	-	-	-		

2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	19	48	--
Presented papers	13	42	06
Resource Persons	01	06	03

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

- Wide publicity of admission process through College Prospectus , College Web site, City cable Network etc.
- Principal's Address – Orientation to Fresher's and Staff Council Meeting on Learning outcomes in the beginning of the session.

- Publicity to Evaluation Process through Academic Calendar in Prospectus, College Web site, Time to time Notices by Examination Committee and Subject Teachers.
- Enhancement of learning Experience through Seminars, Study tours, Group Discussions and Projects.
- Advanced techniques and technologies are used such as computers, smart boards, internet and e-learning resources, NPTEL, NME-CIT.
- Collaborative Learning, Interactive learning and Independent Learning process is applied for creating a feeling of responsibility in learning and learning a process of construction of knowledge
- Effective ICT-based teaching-learning.
- Virtual laboratory, blended learning, expert lectures, seminars are organised to expose advance level of knowledge and skills.
- Library resources are used to supplement the teaching-learning process (Reference book, e-books, magazine are available in library).
- Monitoring committee periodically monitors and evaluates the quality of teaching-learning.
- The teachers continuously take initiatives to learn and keep abreast of latest developments.
- The institutional policies and systems provide facilities to recharge teachers providing study leave, supports for research grants and academic publications.
- Institution introduces evaluation of the teachers by students and external peers.

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

180

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

The institution gives utmost importance to an efficient and fair evaluation process. Students, Parents and Stakeholders are made known about the evaluation process through college prospectus, notices and college website.

- Photocopies of answer-books are made available on the demand of the students. Our institution assists students to get a photocopy of answer-book.
- Institution facilitates students to have the appropriate valuation of the photocopy of answer-book by the subject teacher.
- Grievances redressal cell is established at university and at college level also.
- The redressal cell provides assistance and sort out the issues and problems pertaining to university examination and valuation.
- Internal marks are awarded on the basis of attendance/regularity, performance in seminars, group discussions, assignments, projects completed in each semester.
- To maintain transparency in evaluation the internal assessment marks are displayed on notice board.

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

09

2.10 Average percentage of attendance of students

80%

2.11 Course/Programme wise distribution of pass percentage : Summer 2013

Title of the Programme	Total no. of students appeared	Division			Pass %
		I	II	III	

B.A.	64	-	10	05	23.44
B.Com.	46	14	07	06	58.70
B.Sc.	25	02	03	14	76.00
M.A. (Eco.)	09	02	-	04	66.67
M. Sc. (Chem.)	14	03	-	01	28.57
M.Com.	06	03	-	02	83.33
M.A. (Mar.)	07	-	-	03	42.86
M.A. (Eng.)	03	-	01	-	33.33
M.A.(Mus.)	02	01	00	-	50.00
D. Tax	03	-	-	-	-

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

Our institutional IQAC appointed seven convenors for these seven criteria. Teaching-learning and evaluation criterion is of core value and utmost importance. Under this criterion IQAC formed following sub-committees-

- i. Admission and students' profile committee
- ii. Academic Planning Committee
- iii. Monitoring Committee
- iv. Teacher-Guardian Committee
- v. Examination Committee
- vi. Evaluation Committee.

With the advice of IQAC the above sub-committees of Teaching-Learning and Evaluation criterion perform as under.

- Wide publicity of admission process.
- Maintain transparency in admission process.
- Computerised admissions through admission committee.
- Maintain student diversity and inclusion in admissions to exhibit fidelity to national commitment.
- Comparison with other colleges in the city and other places in district.
- Orientation programme for freshers.
- Preparation of academic calendar and time tables.
- Teaching plan prepared by every teacher and approved by HOD and Principal
- Curriculum coverage review reports (twice in a year) approved by HOD and Principal
- Assessment of learning levels of the students and execution of remedial coaching, tutorials, providing simple and standard notes, special guidance, extra books to encourage slow and Advanced learners.
- Seminars, study tours, group discussions and projects.
- New techniques and technologies are used for effective teaching-learning.
- Psycho, Social, Academic, Personal and other support, counselling is provided to students through teacher-guardian committee.
- Internal and outsourced evaluation of the teachers is done.
- Quality enhancement of teachers by facilitating them with teachers' recharge programmes, study leave and other required facilities.
- Facilitating the mobility through faculty exchange programmes.
- All the stakeholders of the institution are made aware of the evaluation process.
- Principals' address on learning outcomes in the beginning of the year.
- The internal assessment marks are displayed on notice board.
- Transparency and security is maintained through the formation of grievances redressal cell which sort out the grievances, problems pertaining to the examination and evaluation.
- Seeking drop-out ratio, the various strategies are implemented to lesson it.
- Formative and summative assessment of learning outcomes and students' achievements.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	-
HRD programmes workshop relating to software Principal – 3, Non-teaching – 6, Teaching – 3	12
Orientation programmes	-
Faculty exchange programme	16
Staff training conducted by the university	-
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	01
Others	-

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	08	02	-	-
Technical Staff	07	-	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in sensitizing / promoting research climate in the institution

As per the directions of Principal & Coordinator of IQAC “ Research-Consultancy

Extension” Committee has been formed for the period of five years 2012-2017.

(i) To promote faculty members to submit Minor Research Projects or Major Research Projects to the funding agencies like UGC, CSIR, DST etc..

(ii) To promote faculty members to present and publish the research papers in the Peer reviewed journals with good impact factors, proceedings of International, National conferences/ Seminars / Workshops / Symposiums etc.

(iii) To promote faculty members to organize International / National / State / Regional level Conferences / Seminars / Workshops / Symposiums.

(iv) To promote faculty members to publish Books/articles, chapters in books.

(v) To motivate faculty members for doctoral research and to avail the FDP facility.

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	04	02	01
Outlay in Rs. Lakhs	1.60	2.65	2.40	5

3.4 Details on research publications :

	International	National	Others
Peer Review Journals	17	03
Non-Peer Review Journals	02	05	01
e-Journals	03	01
Conference Proceedings	01	20	01

3.5 Details on Impact Factor of publications

Range Average h-index Nos. in SCOPUS

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

Nature of the project	Duration Year	Name of the funding agency	Total grant sanctioned	Received
Major projects				
Minor projects	2013-3015	U. G. C.	2,40,000	2,40,000

Interdisciplinary projects	----	----	----	----
Industry sponsored	----	----	----	----
Projects sponsored by the University / College	----	----	----	----
Students research projects (Other than compulsory by the University)	2013-3014	UGC (BSR)	30,000	30,000
Any Other (Specify)	----	----	----	----
Total	----	----	2,70,000	2,70,000

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

iii) 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

Rs. 91,000/- (Ninety One thousand only) are generated through the consultancies.

3.11 No. of Conferences organized by the institution

Level	International	National	State	University	College
Number	01
Sponsoring agencies

3.12 No. of faculty served as experts, chair persons 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
	Granted
International	Applied	02

	Granted
Commercialized	Applied
	Granted

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

Total	International	National	State	University	District	College
.....	02	03	03

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
National level International level

3.22 No. of students participated in NCC events

University level State level
National level International level

3.23 No. of Awards won in NSS

University level State level
National level International level

3.24 No. of Awards won in NCC

University level State level
National level International level

3.25 No. of Extension activities organized

University Forum College Forum
NCC NSS Any Other

3.26 Major activities during the year in the sphere of extension activities and Institutional social responsibility

- Various Extension Activities undertaken by College during this year.

01. Tree Plantation
02. Blood Donation
03. Road Safety Campaign

- 04. Woman Empowerment
- 05. Health Awareness
- 06. Pulse Polio Campaign
- 07. Save Girl Child Campaign
- 08. Construction of check dam at adopted village
- 09. Water and soil analysis for farmers
- 10. Voters awareness campaign

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	23 Acres	--	--	23 Acres
Class rooms	10	--	--	10
Laboratories	08	01	UGC	09
Seminar Halls	01	--	--	01

No. of important equipments purchased (≥ 1 -0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 884080	Rs. 226310	--	Rs. 1110390
Others- Furniture, office accessories, etc.	Rs. 628130	Rs. 40695	--	Rs. 668825

4.2 Computerization of administration and library:

Our College Library has SOUL software of old version initiative is taken to purchase new software of 2.0 versions. So there will be enhancement in computerization process in the Library. Library already has 03 Computers and 01 Printer and initiative is taken to have 02 more Computers. As college has CMS Software only useful for Administration in office but College newly purchase Campus NET software containing 20 Modules. Due to Campus NET all over college campus becomes interconnected (LAN) and skilled Administration in academic and nonacademic process is possible.

4.3 Library services: Total books (up to 2013-14)

Items	Existing		Newly Added		Total	
	Number	Value	Number	Value	Number	Value
Text Books	12109	1816350	141	17,574	12250	1833924
Reference Book	32933	4116625	205	1,26,766	33138	4240391
E Books	--	-----	---	-----	-----	-----
Journals	232	2,23,708	10	14,280	342	2,37,988
E Journals	--	-----	---	-----	-----	-----
Digital Database	--	-----	---	-----	-----	-----
CD & Video	75	8,200	---	-----	75	8,200
Others	--	-----	---	-----	-----	-----

4.4 Technology up gradation (overall)

	Total Computers	Computer Lab		Internet		Browsing Centres	Computer Centres	Office		Departments		Others- Auditorium, YCMOU, library, NSS, NCC
		PC	Place	Speed	Net			PC	Net	PC	LCD	
Existing	76	18+22 =40	02	256 KBPS	02	01	02	08	00	19	10	06
Added	02	-----	-----	10 mbps	68	-----	-----	- - -	08	-----	-----	02
Total	78	40	02	10 mbps	70	01	02	08	08	19	10	08

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

Our College has 78 computers in 23 Departments and every department has Internet connectivity. College already provided 25 BSNL Data cards to the staff members. College has

CMS software which was limited for office but now college has new software, Campus NET which is useful for all over college campus. Campus NET contains 20 Modules for smooth functioning & management of financial account, receipts, ID card, payroll, scholarship etc. in office. This software is very useful to teaching and nonteaching staff members hence college take initiative to train and make familiar with specific module to concerned staff member. Due to Campus NET all over college campus becomes interconnected (LAN) and skilled Administration (e-governance) in academic and nonacademic process is possible. College takes initiative to organized computer literacy programs twice a year for the student and staff members.

4.6-Amount spent on maintenance in Lakhs:

i) ICT-	Rs. 62,570
ii) Campus Infrastructure and Facilities- 1. Building Maintenance-	Rs. 2,07,319
2. College Road-	Rs. 34,000
3. Ground -	Rs. 45,000
iii) Equipments- (Computer Maintenance) -	Rs. 1, 36, 000
iv) Others-Electrical-	Rs. 11, 698
Lab Expt. -	Rs. 18, 800
<hr/>	
Total	Rs. 5, 15, 387

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The institution has its own system for student support and progression for the welfare of the student. Adequate measures are taken by the institution like scholarship, free-ship, student insurance and cash prizes to the meritorious student. A Career Counselling and Placement Cell is active in the college and grooms students for various jobs and competitive examinations.

Through the placement cell students receive information about job opportunities and development of entrepreneurship skills. The Alumni Association supports the college in various development plans. There is a committee under the chairmanship of Principal for timely redressal of student grievances. A specific support is provided to the students belonging to

SC/ST/VJNT/OBC and economically weaker section of the society. The information regarding various student welfare schemes is provided to the students through prospectus, annual magazine and notices issued by the college time to time.

The institution publishes its updated **Prospectus** annually where the institution provides clear information to students about courses and subject combinations offered, admission procedures, eligibility, the fee-structure and refund policies, financial aid and student-support services..

The Institution has developed a dynamic **website** www.jijamatacollege.org to provide ready and relevant information to stakeholders.

The college magazine '*Parimal*' reflects the creativity of students along with the achievements, merits, sports achievements, achievements of NSS, Eco-Club, Health Unit etc. of the institution. Activities of the various committees and different departments are also highlighted. Various events in the College like debates, quiz, Cultural activities, endowment prizes are covered as well as the programmes undertaken for academic enhancement of the faculty and the activities of the Career and Counselling Cell are also focused.

5.2 Efforts made by the institution for tracking the progression

The Institution has a mechanism to maintain the records of progression and placement of its students. The Career Counselling and Placement Cell maintains the record of placements of students. The student support and progression committee looks in to organize programmes about scope and opportunities in higher education and maintains the record of progression of students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
834	192	38	--

(b) No. of students outside the state

--

(c) No. of international students

--

No	%
549	53

No	%

Last Year (2012-13)						This Year (2013-14)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
287	172	28	407	10	904	156	285	39	532	14	1026

Demand ratio 1:1 Dropout : 41.99 % (2012-13) 55.92% (2013-14)

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

Our institution has student support mechanism for coaching for competitive examination. The students prepare for various competitive examinations like Maharashtra Public Service Commission , Bank Probationary Officers and Clerical grade exam. A workshop on Employment Training and Guidance (150 Students) is also organized.

No. of students beneficiaries : 200

5.5 No. of students qualified in these examinations

NET 01 SET/SLET 05 GATE :- CAT :-
IAS/IPS etc :- State PSC :- UPSC :- Others: 14

5.6 Details of student counselling and career guidance

The Institution has Career Counselling and Placement Cell for counseling and career guidance. Through this cell students are prepared to choose the right career and further they are guided to achieve their specific Goals. The entrance examination was conducted for M.B.A. on 30/08/2013. 250 students appeared the entrance test. Our institution has a tie-up with Rajmudra Career Academy, Buldana for preparing the students for Institute of Banking Personnel Selection, L. I. C. Agent, L. I. C. Development Officer, Staff Selection Commission, Railway Recruitment Board.

Academic counseling: There is Counselling Committee for academic counseling that helps students to choose stream and subjects. Academic counseling for further higher education is given to the students through various seminars and workshops organized for them.

Personal counseling: Personal counseling is done through Guardian-Teachers Scheme.

Career counseling: Career counseling is done through Career Counselling Cell through seminars, workshops and interactions with various entrepreneurs and professionals from different fields. Career/course counseling begins right at the time of admission through the Admission Committee. The teachers guide and direct the students regarding the choice of stream / subjects.

Number of students benefitted : 150

5.7 Details of campus placement

The Career Guidance and Placement Cell of the institute arranges various placement activities.

- Pre-Placement Training Programmes in aptitude, logical reasoning and soft skills.
- Establish contact with reputed employers and arrange On Campus interview for recruitment.
- Encourages Off-Campus recruitment by taking the students to the venues concerned.
- Creates opportunities for the students for doing projects in various industries
- Paves way for a sound Institute- Industry Linkage.

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
02	150	04	15

5.8 Details of gender sensitization programmes

The college has an active Women Empowerment Cell that organized various programmes promoting gender equality like 'Lek Mazi Abhiyan' (Save Girl Child), Street Play 'Mulgi Zali Ho' (Female Child is Born). Mothers' Day, World Women's Day were celebrated by holding competition of wall posters, debate, essay competition etc.

5.9 Students Activities

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

Sports, Games			
State/ University level	92	National level	02
Cultural Events			
State/ University level	154	National level	--

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

Sports			
State/ University level	06	National level	02
Cultural			
State/ University level	--	National level	--

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	47	Rs. 14450
Financial support from government	636	Rs. 1431975
Financial support from other sources	03	7500
Number of students who received International/ National recognitions	02	--

5.11 Student organised / initiatives

Fairs : State/ University level : **02** National level :-- International level: --

Exhibition: State/ University level: **01** National level : -- International level: --

5.12 No. of social initiatives undertaken by the students : **17**

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

The College has a “Grievance Redressal Cell” to redress the grievances of the students. The students approach the Cell for their grievances regarding academic and financial matters, health services, library and other services.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

MISSION

“TAMSO MA JYOTIRGAMAYA”

- To provide diversified education in multitude for poor and backward sections of the society
- Specific intension to uplift, glorify and prosper the lives of rural, backward Bahujan youths.
- To produce thoughtful, intelligent, noble, tolerant, confident, courageous and self-reliant students.
- To provide good, healthy and responsible citizens to prosper India.

GOALS

- To provide educational opportunities to socially and economically deprived sections.
- To impart qualitative, value based and career oriented education for personality development of students.
- To develop physically, mentally and socially healthy students to enforce and build up healthy society.
- To create social awareness, health consciousness, civic responsibilities, leadership qualities and scientific attitude to generate good citizens.
- To develop confidence, self-reliance, courage, sense of equality and involvement in decision making process among the girl students.

- To enhance and conserve cultural, historical, literary identity and heritage of Buldana district the motherland of “Great Rajmata Jijabai”.

6.2 Does the Institution has a management Information System:

Yes, the college has a Management Information System.

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

6.3.1 Curriculum Development

1. The vision, mission and objectives of the college are made known to the stakeholders, particularly students through college prospectus, website, notices, faculty-wise Principal’s address, orientation programme, Parent Teacher meetings, Alumni meeting, college magazine etc. They are also reflected in the academic and co-curricular activities of the college.
2. The college is affiliated to Sant Gadge Baba Amravati University. Hence, the curriculum is designed by the affiliating University and is made available to the college for implementation.

The following measures are taken for its effective implementation:-

- Seminars and workshops on curriculum implementation
- Allotment of courses to be taught at the departmental level.
- Teaching plans designed by the Teaching-Learning and Evaluation Committee
- Plans checked by Heads of the Departments and approved by the Principal
- Staff meetings are regularly conducted to discuss and plan academic and other related programmes to be taken during the academic year.
- Annual and Semester-wise plans are prepared to facilitate the smooth implementation of the curriculum.

Practical Support:

- The college allocated funds for the purchase of books, journals, equipments and apparatus.
- E-learning through ICT is made available in the class rooms.
- Experts in different fields were invited to speak on latest trends in their areas of specializations and work experience.
- Arrangement has been made for faculty to attend seminars and workshops.
- The IQAC, Principal monitor the quality of the enrichment programmes Each programme is evaluated through feedback from faculty and students. Corrective measures were adopted for its further implementation.
- College obtained feedback from students and stakeholders and it is analyzed. The feedback and the valuable suggestions of the students and stakeholders regarding the curriculum has been sent to the Academic Council and Board of Studies of respective subjects of the Sant Gadge Baba Amravati University, Amravati.

6.3.2 Teaching and Learning

- The planning of teaching-learning and evaluation process of the institution reflects in academic calendar
- The stake holders of the institution are made aware of the evaluation process through college prospectus, notices and college website.
- Infrastructures and facilities are made available in the college for teachers to develop the skills like interactive learning, collaborative, independent learning and effective teaching.
- The institution organizes orientation programme for freshers before the commencement of courses to inform students about various facilities in the college. The subject forums organize various academic, cultural, scientific programmes and celebrations. Our institution facilitated virtual

laboratories, e-learning resources and NME-ICT technology, Open educational resources and mobile education. These technologies and facilities are used by the faculty for effective teaching.

- Library is utmost important resource in teaching-learning process. Our library provides internet, reference books, question bank, extra hours to students, competitive exam material, periodicals, journals, newspapers which are regularly used by students and faculties.
- The institute formed the monitoring committee which monitors the daily teaching and learning process in accordance to the time table. Academic planning committee monitors the teaching plan and takes the review report twice in a year. Also get the students feedback.
- The institution takes care to recharge teachers by providing them study leave, support for research and academic publications.

6.3.3 Examination and Evaluation

- An efficient and fair evaluation process is of utmost importance to a student's career development. Parents/Students and stakeholders are made known about the evaluation processes through college prospectus, notices, college website etc..
- The evaluation of the students is done by unit tests, practicals, seminars, day-to-day attendance, performance in the classroom, presentations and college annual exam.
- The faculty members are deputed to attend various workshops/seminars organized by the affiliating universities and the respective Board of Studies so as to get to know the University norms and implement the same effectively in our college.
- Evaluation reforms initiated by the University and adopted by our institute.
- Sant Gadge Baba Amravati University ,Amravati has introduced the Semester System for all the UG &PG in science faculty.
- College Examination Committee conducts two unit test results are displayed on notice boards to encourage them and to counsel them for better performance.
- Formative and summative evaluation approaches are adopted to measure students' achievements.
- The internal assessment of students is done on the basis of i) Students' active participation in the class, ii) Overall conduct as a responsible learner iii) Leadership qualities in organizing academic activities iv)Independent learning capability v) Communication Skills vi) Regularity of students.
- There is a separate Grievances Redressal cell to redress complaints about evaluation.
- The college has a mechanism to communicate learning outcomes like university ranks, placement of students, students' progression in higher studies, research activities and consultancy services and the overall development of students.
- Almost all teachers contribute their services, to the University as Examiners, both for Theory Examinations and Practical Examinations and work on different University bodies in various capacities.
- The teaching and learning environment in our college has undergone a radical change by introduction of ICT and various innovative methods.

- Researchers are encouraged to use the laboratory equipments, computers, and internet and library books.
- Faculty members share their experiences in research activities in the Staff Academic Council meetings.

6.3.4 Research and Development

- The college encouraged the faculty to submit proposals for minor research project, major research project to the funding agencies like UGC, CSIR,
- The college encouraged the faculty to submit proposals for organization of conferences, seminars, workshops, symposiums, in different subjects to the funding agencies like UGC, CSIR, etc.
- The college encouraged the faculty to visit as experts, chair persons or resource persons in other colleges, or institutions.
- The college provides Special leave, Sabbatical leave to the faculty for extra-ordinary research work.
- The college has sufficient research facilities for the use of faculty and research students.
- VPN Broad Band Network facility is renewed for the year 2013-2014 and maintained in the college for research students, research scholars and faculty.
- Miscellaneous expenses like stationary, refilling of toner cartridge of research centres in the college are fulfilled from the seed money.
- As per the requirement and need of research students, research scholars and faculty, Text Books, Reference Books, Research Journals, e-Journals are added in the General Library.
- The “Research Award” is declared for the most efficient faculty who is directly involved in the research work. The award is given for his annual contribution in the research.
- The faculty is motivated to attend, present their research work in International and National level Seminars, Conferences, Workshops and publish it in the proceedings.
- The faculty is motivated to published Books /Chapters/Articles in the Books.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Automation of College Library with OPAC and SOUL software.
- A Network Resource Centre is established.
- Library has 05 Computers and 01 Printer.
- The reading room facility is enhanced.
- Added new books, e-journals, periodicals in the library.
- The college has purchased Campus NET software containing 20 Modules for administrative office.
- 10 mbps Broadband Internet facility in all departments is renewed for the next year.
- Science laboratories are enriched with sophisticated instruments like infrared photospectrometre etc.
- Enhanced digital classroom facility.

6.3.6 Human Resource Management

- Our college is run by Shri Shivaji Education Society, Amravati established in 1932. The Executive Council of the society is the apex governing body. The society constitutes a Local Management Committee according to the university norms. All recruitments of teaching and non-teaching staff are done by Shri Shivaji Education Society, Amravati.
- The principal has constituted college IQAC as per UGC norms. The IQAC has nominated conveners for each criterion who have formed sub-committees for decentralization of responsibilities and smooth functioning of the college.
- The college has established following committees effective human resource management-

- i) College Council
- ii) Students' Council
- iii) Alumni Association
- iv) Parent-Teacher Association
- v) NSS Advisory Committee
- vi) NCC Advisory Committee
- vii) Academic Planning & Monitoring Committee
- viii) Admission Committee
- ix) Examination Committee
- x) Research, Consultancy and Extension Committee
- xi) Library Advisory Committee
- xii) Placement Guidance Cell

6.3.7 Faculty and Staff recruitment:

- Our college is run by Shri Shivaji Education Society, Amravati established in 1932. The Executive Council of the society is the apex governing body. All recruitments of teaching and non-teaching staff are done by Shri Shivaji Education Society, Amravati according to UGC, University and state government norms.

6.3.8 Industry Interaction / Collaboration:

- The college has Collaboration committee to monitor and address the issues of Collaborations. This committee has initiated the process of the Collaboration and Linkages with the Institutions.
- A representative from industry is nominated on college IQAC.

6.3.9 Admission of Students

- The institution ensures wide publicity to the admission process which is published through the prospectus.
- Along with prospectus, the students are given detailed information on the procedure of admission i.e. sales of forms, dates of merit lists, deadlines for payment of fees for both open and reserved categories.
- There is a helpdesk to provide information to students and parents.

- The Alumni of our college are ambassadors of our college to promote good will. They bring their wards to the college which is an indicator of institution loyalty they have.
- Minimum and maximum percentage of marks for admission at entry level for each programme is decided by admission committee constituted in the college.
- The college admission committee complies and analyses the student profiles.
- The sportspersons are provided excellent coaches, fee waiver and travel allowances. Special prizes are given to the students who excel in sports.
- Our teaching and non-teaching staff also sponsored cash prizes to the meritorious students.
- Disadvantaged Community: There is reservation for students belonging to disadvantaged community as per Govt. of Maharashtra rules.
- Athletes and Sports Persons: Preferences in the admission are given to student having excellence in athletics or sports activities at regional or national level.
- The college caters to the needs of differently-abled students providing reservation in admission as per Govt. rules, sympathetic care, counselling and possible relaxation is provided.
- The Committee identifies the slow and advance learners and to bridge the knowledge gap of the enrolled students remedial coaching is run by college.

6.4 Welfare schemes for-

Teaching & Non teaching

Students

- i) Group Insurance Scheme
 - ii) Loan Facility from Credit Co-op. Society
 - iii) Causality Relief Fund
 - i) GOI Scholarship
 - ii) Merit Scholarship
 - iii) Freeship
 - iv) Teacher Sponsored Merit Awards
 - v) Insurance Scheme
 - vi) Special financial support to disabled students
 - vii) Additional books facility advance learners
- : Rs. 1.00 Lac.

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Shri Shivaji Education Society, Amravati	Yes	College IQAC
Administrative	Yes	Bafana Auditors.	Yes	Auditor of Shri Shivaji Education Society, Amravati

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

For UG Programmes Yes No

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

- Semester pattern is introduced in science UG, PG, commerce PG courses by the university.
- CBCS has been introduced for PG courses in science faculty.
- Photocopies of answer-books are made available on the demand of the students.
- Grievances redressal cell is established at university and at college level also.
- The redressal cell provides assistance and sort out the issues and problems pertaining to university examination and valuation.
- Internal assessment system is introduced for all courses at UG and some PG courses.

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

University authorities appeal the affiliated colleges for autonomy

6.11 Activities and support from the Alumni Association:

- College has an active Alumni Association which meets twice a year.
- Feedback with suggestions are given by the alumni for the overall development of the college.
- One representative from Alumni Association is nominated on the IQAC.
- The Alumni Association gives financial support and also contributes for placement of the students.

6.12 Activities and support from the Parent – Teacher Association:

- College has an active Parent-Teacher Association which meets twice a year in which parents are informed about various facilities, programmes and courses available in the college. The progress and development of their wards are also communicated to them.
- Feedback with suggestions are invited from the Association for overall development of the college.

6.13 Development programmes for support staff:

- A training programme about Campus-NET software was organized in July 2013 for the support staff of the college.

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

Following programmes related to environmental awareness were undertaken throughout the year.

- Tree Plantation and Conservation Drive:

Tree Plantation Programme was organized in collaboration with the Social Forestry Department of Z. P., Buldana and planted 100 saplings on the campus.

- ii) Maintenance of Farm Pond and Rain Water Harvesting Plant:

The maintenance of Farm Pond and Rain Water Harvesting Plant was done by the volunteers of NSS, NCC and sports department.

- iii) Steps towards hazardous and e-waste management:

The institution initiated a drive for hazardous and e-waste management by prohibiting use of plastic bags, compulsory no vehicle days, construction of soak pits for lab outlets, establishment of e-waste management committee for resale and safe and proper disposal of the e-waste.

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 college always encourage innovative ideas in all academic, extra-curricular and administrative activities. The details of the innovations introduced during this session are given below.

i) Celebration of Green Day (1st working day of every month):

The college has a vast campus spread across 23 acres with around 350 trees making the campus green and beautiful. The conservation of environment and tree plantation has been made an integral part of the college activities. Planting a large number of trees in the adopted villages is one of the regular features of the NSS Special Camps. Green Days are celebrated on the first working day of each month by various streams in the college. Different activities like Tree Plantation and their maintenance, organization of awareness programmes like posters, essay competitions, rallies etc. were assigned to different groups.

ii) Environment and Energy Conservation:

The notices near the switch boards prevent wastage of energy. The use of CFL bulbs instead of tungsten lamps, minimal use of electronic devices etc. reduce energy consumption. Importance and need for conservation of water, energy and environment etc was conveyed to students, staff and the society through stickers, boards with appeal for energy conservation, saving water, and protecting environment through student groups.

iii) Incorporation of ICT (Digital Smart Boards) in Teaching- Learning:

Digital Interactive Boards, LCD projectors, Audio-visual Aids etc. were provided to all departments to encourage ICT enabled teaching –learning methodologies.

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

Environment Consciousness:

i) Tree Plantation and Conservation Drive:

The Department of Botany organized Tree Plantation Programme in collaboration with the Social Forestry Department of Z. P., Buldana and planted 100 saplings on the campus.

ii) Maintenance of Farm Pond and Rain Water Harvesting Plant:

The maintenance of Farm Pond and Rain Water Harvesting Plant was done by the volunteers of NSS, NCC and sports department.

iii) Steps towards hazardous and e-waste management:

The institution initiated a drive for hazardous and e-waste management by prohibiting use of plastic bags, compulsory no vehicle days, construction of soak pits for lab outlets, establishment of e-waste management committee for resale and safe and proper disposal of the e-waste.

Innovations:

- i) Celebration of Green Day (1st working day of every month):
- ii) Stickers, boards to appeal for energy conservation, saving water, protecting environment etc.:

Best Practices:

i) Teachers Sponsored Awards:

All teaching and non-teaching staff members sponsored awards for topper students in all subjects to encourage output oriented academic pursuit among students. These awards were distributed in a function on 26th January 2014.

Number of Awards: 49 Total Amount: 15800

ii) Pre-Admission Guidance and Counselling Committee:

A Pre-Admission Guidance and Counselling Committee was formed for the counselling of students seeking admissions to various courses in the college. A detailed guidance about choice of subjects, medium of instruction, eligibility criteria, available scholarships etc. was given to students by this committee. This helped students to understand their aptitudes and right selection of subjects and also contributed to simplifying and smooth running of the admission process.

iii) Incorporation of ICT (Digital Smart Boards) in Teaching- Learning:

Digital Interactive Boards, LCD projectors, Audio-visual Aids etc. were provided to all departments to encourage ICT enabled teaching –learning methodologies.

iv) Organization of Welcome and Farewell programmes for staff and students.

vi) Strengthening the Reading Room facility for students and staff.

vii) Faculty-wise Principal’s Address for newly admitted students

viii) Formation of Study Forums for each subject.

ix) Distribution of useful materials like wheelchairs, tricycles, study materials etc. to students with special needs.

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

i) Teachers Sponsored Awards:

All teaching and non-teaching staff members sponsored awards for topper students in all subjects to encourage output oriented academic pursuit among students. These awards were given away in a function on 26th January 2014.

ii) Pre-Admission Guidance and Counselling for FY students :

A Pre-Admission Guidance and Counselling Committee was formed for the counselling of students seeking admissions to various courses in the college. A detailed guidance about choice of subjects, medium of instruction, eligibility criteria, available scholarships etc. was given to students by this

committee. This helped students to understand their aptitudes and right selection of subjects and also contributed to simplifying and smooth running of the admission process.

7.4 Contribution to environmental awareness / protection

i) Tree Plantation and Conservation Drive:

The Department of Botany organized *Tree Plantation Programme* in collaboration with the Social Forestry Department of Z. P., Buldana and planted 100 saplings on the campus. For maintenance and conservation of trees a permanent sprinkler system for irrigation is set up in the campus.

ii) Maintenance of Farm Pond and Rain Water Harvesting Plant:

The maintenance of Farm Pond and Rain Water Harvesting Plant is done regularly by the volunteers of NSS, NCC and sports department.

iii) Steps towards hazardous and e-waste management:

The institution initiated a drive for hazardous and e-waste management by prohibiting use of plastic bags, compulsory no vehicle days, construction of soak pits for lab outlets, establishment of e-waste management committee for resale and safe and proper disposal of the e-waste.

7.5 Whether environmental audit was conducted? Yes No

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

The college does SWOC analysis on the basis of various data collected and use it for designing the future plans and roadmap of the college.

8. Plans of institution for next year (2014-15)

I. Curricular Aspects

- To give publicity to the curricula of various courses through college prospectus.
- To organize students' orientation programme, Parent-Teacher meetings, Alumni meetings for communicating the vision, mission and objectives of the college.
- To organize seminars and workshops on curriculum implementation and design of teaching plans.
- To invite experts from the different fields to speak on latest trend in their areas of specialization.
 - To organize workshops and seminars on related topics of the curriculum.
- To conduct Department-wise meetings to ensure the transmission of curriculum.
- To sign Memoranda of Understanding (MOUs) with Industry and academic institutions.
- To collaborate with University departments, Research Institutes and other academic institutions.
- To organize workshops on restructuring of curriculum .
- To obtain curriculum coverage reports from the faculty.
- To conduct certificate/Skill based courses like spoken English, Self-defence for women, Communication Skills, Computer Fundamentals and Internet Application etc.
- To start parallel short term career oriented programmes.
- To organize seminars, workshops, guest lecture, field trips, poster presentations for enhancing and supplementing the curriculum.
- To conduct monthly value education sessions to sensitize students on contemporary social issues.
- To visit historical places, Panchayat Raj Institutions, Industries, Research Institutes, Banks to provide opportunities for the students to interact and experience the life therein.
- To publish college magazine to give exposure to the creativity of the students.
- To provide an opportunity to the students through NCC, NSS, Sports to link culture and social situations to their educational process.
- To organize blood donation camps through NCC and NSS.
- To organize voter awareness programme.
- To monitor the quality of the enrichment programmes through IQAC, Principal and HODs.
- To obtain feedback from students, academic peers and stakeholders on curriculum.

II. Teaching, Learning And Evaluation

- To give wide publicity of admission process through prospectus, website of college, display of notices on notice board, banners, advertisement in newspapers, and city cable network etc.

- To maintain transparency in admission process.
- To maintain student diversity and inclusion by providing access to students of different categories.
- To review the results and compare with other colleges in the city and other places in the district to form future policies.
- To arrange students' orientation programme / Principal's address for the new comers.
- To prepare academic calendar and time table for teaching, learning evaluation process.
- To prepare annual academic plan approved by HOD and principal.
- To identify slow and advance learners and organize remedial and extra coaching classes for them.
- To monitor the teaching process through Academic Planning Committee.
- To organize Seminars, study tours, group discussions and projects
- Extensive use of ICT for effective teaching.
- To strengthen Guardian-Teacher Scheme to develop a good rapport between students and teachers.
- To develop mechanism to minimize the dropout rate.
- To obtain feedback from students for evaluation of teachers.
- To provide mobility to teachers for faculty exchange programmes.
- To discuss and analyze learning outcomes in staff council meeting in the beginning of the year.
- To assure transparency in examination and evaluation through Grievance Redressal Cell at college level.
- To form study forums for all subjects to widen the scope of learning.

III. Research Consultancy Extension

- To make provision for seed money for promoting research.
- To upgrade research facilities by adding advance equipments, journals, reference books etc.
- To increase recognized research centers in the college.
- To provide additional facilities to the faculty involved in active research.
- To organize Seminars / Conferences / Workshops at National and International level.
- To organize university level students' seminars.
- To Organize Training and Motivational Programmes for the faculty to promote research.
- To arrange invited lectures of eminent persons to benefit the students and the faculty.

- To encourage the faculty to undertake research in collaboration with other research organizations and industries.
- To promote faculty for interdisciplinary research.
- To promote faculty to submit proposals for Minor and Major Research Projects to the funding agencies like UGC, CSIR, DST etc.
- To encourage faculty to publish more number of research papers in International and National level peer reviewed journals with impact factors, ISBN numbers.
- To promote the faculty to publish books and research papers in proceedings and attend, present the research papers in the workshops, seminars, conferences in International, National, state level.
- To promote the faculty to render consultancy services to Government / Non-Government organizations / Community / Public etc.
- To promote the faculty to utilize the laboratories, equipments, and expertise to serve the community.
- To organize need based extension programmes.
- To undertake major extension activities in collaboration with industry, community and NGO's.

IV .Infrastructure And Learning Resources

- To construct 03 Class rooms to provide adequate facilities for newly added courses.
- To extend the facility of digital classrooms.
- To provide adequate facilities for general computer education of students.
- To provide necessary facilities for the preparation of computer aided teaching learning materials.
- To ensure optimum utilization of infrastructural facilities.
- To enhance facilities of sports and extracurricular activities.
- To provide health services for students, teaching and non-teaching staff.
- To develop Botanical garden along with fencing and landscaping.
- To provide necessary facilities for physically disabled students for their active academic participation.
- To develop NCC parade ground and vehicle parking.
- To enhance the safe drinking facility for staff and students.
- To enrich college library with books, journals & new software in the library.
- To enhance the facility of OPAC, INFLIBNET, reprography etc. under the guidance of Library Advisory Committee.
- To obtain feedback from users for improving the facilities and functioning of the library.

- To give annual maintenance contract (AMC) for computers & other equipments, internet facility, water purifiers, building etc.
- Up-gradation and updating of the dynamic website of the college.

V. Student Support And Progression

- To enhance welfare schemes for students
- To organize personality development programme, competitive exam, career counselling.
- To display various support scheme on College website for the benefit of students.
- To increase participation of students in curricular and extra- curricular activities.
- To invite various companies & firms for campus interviews through Placement Cell.
- To ensure redressal of grievances through Redressal Cell.
- To obtain feedback from students about support services.
- To make Student Council proactive.
- To provide coaching facility in sports.

VI. Governance, Leadership and Management

- To organize training programmes for teaching and non-teaching staff.
- To organize personality and soft skills development programmes for staff and other stakeholders.
- To take steps towards paperless governance.
- To make extensive use of ICT for administrative purposes.

VII. Innovations and Best Practices

- To extend Earn and Learn scheme for students.
- Tree Plantation and Conservation Drive.
- Maintenance of Farm Pond and Rain Water Harvesting Plant on the campus.
- To strengthen mechanism for hazardous and e-waste management.
- To conduct the Green Audit of the campus.
- Celebration of Green Day/Ozone day/World Earth Day etc. for creating awareness about environmental issues.
- Pre-Admission Guidance and Counselling Committee
- Enhancement of ICT (Digital Smart Boards).
- Organization of Welcome and Farewell programmes for staff and students.
- Formation of Study Forums for each subject.
- Distribution of useful materials like wheelchairs, tricycles, study materials etc. to students with special needs.

Name: **Prof. G. R. Jadhao**

Name: **Dr. D. M. Ambhore**

Annexure-I

JIJAMATA MAHAVIDYALAYA, BULDANA

Analysis of the Feedback From Alumni

During the academic session 2013-14, a feedback was sought from the stakeholders. In all 80 respondents were chosen through a sample survey from Alumni. Out of the seven questions asked in the feedback form, the respondents were told to denote their response in the scale of Very Good, Good, Satisfactory and unsatisfactory. The following table shows the data collected as follows:

Particulars	A Very Good	B Good	C Satisfactory	D Unsatisfactory	Total
1. The curriculum					

of the course is well designed & promote learning experience of the students	29(36.25%)	35(43.75%)	09(11.25%)	7(8.75%)	80(100%)
2. Employability is given focus in the curriculum design	18(22.5%)	22(27.5%)	10(12.5%)	30(37.5%)	80(100%)
3. The course have relevance to the needs of the society	27(33.75%)	29(36.25%)	06(7.5%)	18(22.5%)	80(100%)
4. The curriculum has been updated from time to time	24(30%)	31(38.75%)	17(21.25%)	08(10%)	80(100%)
5. The curriculum incorporates recent changes in the area.	11(13.75%)	19(23.75%)	19(23.75%)	31(38.75%)	80(100%)
6. The new courses introduced contemporary requirements	26(32.5%)	31(38.75%)	17(21.25%)	06(7.5%)	80(100%)
7. Representation from stakeholders is helpful in designing & improving the Courses	36(45%)	21(26.25%)	20(25%)	03(3.75%)	80(100%)

Besides the above questions, the students were asked to provide some valuable suggestions regarding the curriculum. Some suggestions were as follows:-

- 1) The curriculum should be framed keeping in view the relevance of it to the various competitive examinations.
- 2) The curriculum should be employment oriented.
- 3) All universities should have the same curriculum.
- 4) The curriculum should be changed nearly after five years.

The feedback and the valuable suggestions of the students regarding the curriculum have been sent to the Academic Council and Board of Studies of different subjects of the Sant Gadge Baba Amravati University.

Annexure-II

JIJAMATA MAHAVIDYALAYA, BULDANA

Analysis of the Feedback From Parents

During the academic session 2013-14, a feedback was sought from the stakeholders. In all 70 respondents were chosen through a sample survey from Parents. Out of the seven questions asked in the feedback form, the respondents were told to denote their response in the scale of Very Good, Good, Satisfactory and unsatisfactory. The following table shows the data collected as follows:

Particulars	A Very Good	B Good	C Satisfactory	D Unsatisfactory	Total
1. The curriculum of the course is well designed & promote learning experience of the students	26(37.14%)	29(41.43%)	08(11.43%)	7(10%)	70(100%)
2. Employability is given focus in the curriculum	14(20%)	20(28.57%)	9(12.86%)	27(38.57%)	70(100%)

design					
3. The course have relevance to the needs of the society	24(34.29%)	23(32.86%)	05(7.14%)	18(25.71%)	70(100%)
4. The curriculum has been updated from time to time	20(28.57%)	28(40%)	14(20%)	08(10%)	70(100%)
5. The curriculum incorporates recent changes in the area.	9(12.86%)	16(22.86%)	16(22.86%)	29(41.42%)	70(100%)
6. The new courses introduced contemporary requirements	22(31.43%)	26(37.14%)	16(22.86%)	06(8.57%)	70(100%)
7. Representation from stakeholders is helpful in designing & improving the Courses	32(45.71%)	19(27.14%)	16(22.86%)	03(4.29%)	70(100%)

Besides the above questions, the students were asked to provide some valuable suggestions regarding the curriculum. Some suggestions were as follows:-

- 1) The curriculum should be framed keeping in view the relevance of it to the various competitive examinations.
- 2) The curriculum should be employment oriented.
- 3) All universities should have the same curriculum.
- 4) The curriculum should be changed nearly after five years.

The feedback and the valuable suggestions of the students regarding the curriculum has been sent to the Academic Council and Board of Studies of different subjects of the Sant Gadge Baba Amravati University.

Annexure-III

JIJAMATA MAHAVIDYALAYA, BULDANA

Analysis of the Feedback From Employers

During the academic session 2013-14, a feedback was sought from the stakeholders. In all 80 respondents were chosen through a sample survey from Employers. Out of the seven questions asked in the feedback form, the respondents were told to denote their response in the scale of Very Good, Good, Satisfactory and unsatisfactory. The following table shows the data collected as follows:

Particulars	A Very Good	B Good	C Satisfactory	D Unsatisfactory	Total
1. The curriculum of the course is well designed & promote learning experience of the students	29(36.25%)	35(43.75%)	09(11.25%)	7(8.75%)	80(100%)
2. Employability is given focus in the curriculum design	18(22.5%)	22(27.5%)	10(12.5%)	30(37.5%)	80(100%)
3. The course have relevance to the needs of the	27(33.75%)	29(36.25%)	06(7.5%)	18(22.5%)	80(100%)

society					
4. The curriculum has been updated from time to time	24(30%)	31(38.75%)	17(21.25%)	08(10%)	80(100%)
5. The curriculum incorporates recent changes in the area.	11(13.75%)	19(23.75%)	19(23.75%)	31(38.75%)	80(100%)
6. The new courses introduced contemporary requirements	26(32.5%)	31(38.75%)	17(21.25%)	06(7.5%)	80(100%)
7. Representation from stakeholders is helpful in designing & improving the Courses	36(45%)	21(26.25%)	20(25%)	03(3.75%)	80(100%)

Besides the above questions, the students were asked to provide some valuable suggestions regarding the curriculum. Some suggestions were as follows:-

- 1) The curriculum should be framed keeping in view the relevance of it to the various competitive examinations.
- 2) The curriculum should be employment oriented.
- 3) All universities should have the same curriculum.
- 4) The curriculum should be changed nearly after five years.

The feedback and the valuable suggestions of the students regarding the curriculum has been sent to the Academic Council and Board of Studies of different subjects of the Sant Gadge Baba Amravati University.

Annexure-IV

JIJAMATA MAHAVIDYALAYA, BULDANA

Analysis of the Feedback From Students

In 2013-2014 academic sessions, a feedback was sought regarding the curriculum. In all 99 students were chosen through a sample survey from Arts, Commerce and Science stream. Out of the six questions asked in the feedback form, the students were told to denote their response in the scale of Very Good, Good, Satisfactory and unsatisfactory. The following table shows the data collected as follows:

Particulars	A Very Good	B Good	C Satisfactory	D Unsatisfactory	Total
1. Learning Value	43(43.43%)	43(43.43%)	09(9.10%)	04(4.04%)	99 (100%)
2. Applicability/Relevance to real life situations	29 (29.29%)	55 (55.56%)	14 (14.14%)	01 (1.01%)	99 (100%)
3. Depth of the course content including project work if any	42 (42.42%)	38 (38.39%)	17 (17.19%)	02 (2.02%)	99 (100%)
4. Relevance to the society, economy and environment	44 (44.44%)	37 (37.38%)	13 (13.14%)	04 (4.04%)	99 (100%)
5. Employability/helpful to getting employment	33 (33.34%)	41 (41.42%)	20 (20.21%)	03 (3.03%)	99 (100%)
6. Useful for various competitive Examinations	54 (54.56%)	35 (35.35%)	08 (8.08%)	01 (1.01%)	99 (100%)

Besides the above questions, the students were asked to provide some valuable suggestions regarding the curriculum. Some suggestions were as follows:-

- 1) The curriculum should be framed keeping in view the relevance of it to the various competitive examinations.

- 2) The curriculum should be employment oriented.
- 3) All universities should have the same curriculum.
- 4) The curriculum should be changed nearly after five years.

The feedback and the valuable suggestions of the students regarding the curriculum has been sent to the Academic Council and Board of Studies of different subjects of the Sant Gadge Baba Amravati University.

Annexure V

Academic Calendar 2013-14

Sr. No.	Session/Long Vacation	From	To
1	First Session	Monday, June 10, 2013	Saturday, October 26, 2013
2	Winter Vacation	Sunday, October 27, 2013	Sunday, November 24, 2013
3	Second Session	Monday, November 25, 2013	Saturday, May 03, 2014
4	Summer Vacation	Sunday, May 04, 2014	Sunday, June 08, 2014

Total working days : 206

Actual Teaching Days : 180

Academic Holidays in Session 2013-2014

Sr. No.	Festival/Occasion	Day & Date
1	Ramzan Eid	Friday, August 09, 2013
2	Independence Day	Thursday, August 15, 2013
3	Raksha Bandhan	Tuesday, August 20, 2013
4	Janmashtami	Wednesday, August 28, 2013
5	Ganesh Chaturthi	Monday, September 09, 2013
6	Gauri Poojan	Thursday, September 12, 2013
7	Mahatma Gandhi Jayanti	Wednesday, October 02, 2013
8	Bakar-E-Eid	Wednesday, October 16, 2013
9	Christmas	Wednesday, December 25, 2013
10	Eid-E-Milad	Saturday, January 25, 2014
11	Chhatrapati Shivaji Maharaj Jayanti	Wednesday, February 19, 2014

- Annual College Exam February, 2014
- Arts Faculty : First Week
- Commerce & Science Faculty : Second Week
- University Exam As per University Schedule
- Winter Exam October
- Summer Exam March