Hind Seva Mandal's

PEMRAJ SARDA COLLEGE, AHMEDNAGAR

(Maharashtra)

Reaccredited by NAAC with 'A' Grade: CGPA 3.02

Affiliated to Savitribai Phule Pune University

Annual Quality Assurance Report (AQAR)

Year of Report: 2017-18

Part – A

1. Details of the Institution

1.1 Name of the Institution

> **PEMRAJ SARDA COLLEGE**

1.2 Address Line 1

> **Post Box No. 50**

Address Line 2

> **Opp. Civil Hospital**

City/Town

> **AHMEDNAGAR**

State

> **MAHARASHTRA**

Pin Code

> **414001**

Institution e-mail address

> **sardacollege2000@yahoo.com**

Contact No.

> **0241- 2431337**

Name of the Head of the Institution:

> **Prin. Dr. Amarja Ajit Rekhi**

Tel. No. with STD Code:

> **0241- 2431433**

Mobile:

> **9422226039**

Name of the IQAC Co-ordinator:

> **Dr. Satyajit Tejpal Patil**

Mobile:

> **9890113797**

IQAC e-mail address:

> **iqac.psc@gmail.com**

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

14787

1.4 NAAC Executive Committee No. & Date:

EC/ PCRAR/ 63/06 dtd. 23/03/2013

1.5 Website address:

www.sardacollege.org

Web-link of the AQAR:

http://sardacollege.org/wp-content/uploads/2018/12/AQAR2017-18.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	**A**	**NA**	**2002-03**	**5 YEARS**
2	2nd Cycle	**A**	**3.02**	**2012-13**	**5 YEARS**
3	3rd Cycle	**.....**	**.....**	**.....**	**.....**
4	4th Cycle	**.....**	**.....**	**.....**	**.....**

1.7 Date of Establishment of IQAC: DD/MM/YYYY   **25/01/2004**

1.8 AQAR for the year *(for example 2010-11)*   **2017-18**

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

   i. **AQAR 2013-14 submitted to NAAC on 30.03.2016**
   ii. **AQAR 2014-15 submitted to NAAC on 31.03.2016**
   iii. **AQAR 2015-16 submitted to NAAC on 14.03.2017**
   iv. **AQAR 2016-17 submitted to NAAC on 13.12.2018**

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 [√]

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [√]   Men [ ]   Women [ ]

                   Urban [√]   Rural [ ]   Tribal [ ]

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

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

1.11 Type of Faculty/Programme

Arts [√]   Science [√]   Commerce [√]   Law [ ]   PEI (Phy Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify)   [.xxxx]

1.12 Name of the Affiliating University *(for the Colleges)*   **Savitribai Phule Pune University**

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

Autonomy by State/Central Govt. / University   [xxxx]

University with Potential for Excellence   [xxxx]   UGC-CPE   [xxxx]

DST Star Scheme	××××	UGC-CE	××××
UGC-Special Assistance Programme	××××	DST-FIST	××××
UGC-Innovative PG programmes	××××		
		Any other (*Specify*)	××××
UGC-COP Programmes	××××		

2. IQAC Composition and Activities

2.1 No. of Teachers   **05**

2.2 No. of Administrative/Technical staff   **03**

2.3 No. of students   **01**

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   **NIL**

2.8 No. of other External Experts   **01**

2.9 Total No. of members   **13**

2.10 No. of IQAC meetings held   **04**

2.11 No. of meetings with various stakeholders: No. **03**   Faculty **01**

    Non-Teaching Staff **01**   Alumni **01**   Others **NIL**

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

    If yes, mention the amount   **NIL**

2.13 Seminars and Conferences (only quality related)

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

Total Nos. | NIL | International | × | National | × | State | × | Institution Level | 02

(ii) Themes | 1. Technology Adoption in Education 2. Institutional Up-gradation for NAAC Evaluation

2.14 Significant Activities and contributions made by IQAC

1. Annual planning of the Curricular and Co-curricular Activities
2. Assessment of the proposals of teachers for CAS
3. Assessment of the Annual API forms submitted by all teachers
4. Submission of Annual Reports from the heads of various departments
5. Consideration & Compliance of the expectations by the stakeholders

2.15 Plan of Action by IQAC/Outcome: The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. To plan annual curricular & co-curricular activities in the institution for Quality Sustenance	1. Satisfactory planning and execution of annual curricular & co-curricular activities in the institution
2. To overcome the institutional drawbacks as pointed out by the NAAC Peer Team	2. Measures were taken to overcome the institutional drawbacks
3. To assess the proposals of teachers for CAS	3. Successful assessment of the proposals of 2 teachers for CAS
4. To assess the Annual API forms submitted by all teachers	4. Assessment of the Annual API forms submitted by all teachers
5. To have timely submission of Annual Reports from the heads of various departments	5. Timely submission of Annual Reports from the heads of various departments
6. Develop Formal Feedback Mechanism	6. Formal Feedback Mechanism was developed and implemented

Attach the Academic Calendar of the year as Annexure.

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

Management ☐   Syndicate ☐   Any other body   ☐

Provide the details of the action taken

No	Resolution	Execution
1.	The Academic Calendar for the year 2017-18 shall be in force at the earliest.	The Academic Calendar for the year 2017-18 was immediately in force.
2.	The Annual Report should be prepared and submitted to the Savitribai Phule Pune University online within the stipulated time.	The Annual Report was prepared and submitted to the Savitribai Phule Pune University online within the stipulated time.
3.	Criterion-wise Committees should be formed for satisfactory compliance and effective execution of the NAAC parameters.	Seven Criterion-wise Committees were formed for satisfactory compliance and effective execution of the NAAC parameters.
4.	The Criterion head will call separate meetings with the other members in the committee and allot the work of data collection among them. They will approach the concerned departments/committees (Statutory & Non-statutory) prior to submission of their report to the IQAC.	The Criterion heads called separate meetings with the other members in the committee and allotted the work of data collection among them. They approached the concerned departments/committees (Statutory & Non-statutory).
5.	The Revised RAF shall be studied carefully and due preparation shall be made accordingly.	The Revised RAF was studied carefully and due preparation was made accordingly.

6.	A special meeting with the Chairperson (SCC) should be arranged in the next week to discuss the challenges faced and resources required in view of the collection of data for SSR preparation and Peer Team presentation.	Meeting with the Chairperson (SCC) was arranged immediately to discuss the challenges faced and resources required in view of the collection of data for SSR preparation and Peer Team presentation.

Part – B

Criterion – I
1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	**NIL**	**NIL**		
PG	**04**	**NIL**		
UG	**15**	**NIL**		
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others	**04**	**02**	**04**	**03**
Total	**23**	**02**	**04**	**03**
Interdisciplinary				
Innovative				

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

Pattern	Number of programmes
Semester	**06**
Trimester	**NIL**
Annual	**10**

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

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

*Please provide an analysis of the feedback in the Annexure

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

> The college being affiliated to Savitribai Phule Pune University (previously known as the University of Pune), it has very little scope for innovations in curricular design and transaction. Despite this, it extends its share in Curricular Design and transaction through its teachers who are elected on the Board of Studies. At present, **Dr. Rajendra Y. Shinde** is on the B.O.S. as member of **Economics**. He was the member of Syllabus Restructuring Committee for three years.
>
> The new University Act 2016 has been accepted by the Government of Maharashtra and it will be implemented from the next year. This Act seems to offer fair scope to teachers and students for syllabus framing.

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

> The **Research Centre in Marathi** has been running successfully. It has received a good response for M. Phil. At present, 6 students are perusing Ph.D.
>
> The **Research Centre in Political Science** was inducted in the last academic year. Students have been admitted to M. Phil and Ph.D.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of
permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
33	**15**	**18**	**NIL**	×××××

2.2 No. of permanent faculty with Ph.D.   **21**

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
×	×	×	**05**	×	×	×	×	×	**01**

2.4 No. of Guest and Visiting faculty and Temporary faculty   ----   -----   **26**

2.5 Faculty Participation in Conferences and Symposia:

No. of Faculty	International level	National level	State level
Attended	**05**	**03**	**01**
Presented papers	**05**	**03**	**01**
Resource Persons	**02**	**03**	**02**

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

> The institution runs traditional courses in the disciplines of Arts, Commerce and Science. Despite this, innovative processes have been adopted by and large in teaching and learning. The Multipurpose Hall in the college is well-equipped with an LCD projector, sound system and power back-up. All the teachers use modern gadgets for teaching. Power point presentations are frequently used for effective imparting of knowledge. The department of Mathematics prepared PPT using 'Scilab' to explain the content graphically. Films, plays and documentaries based on the topics covered in the curriculum are screened in the hall. Study tours, mock tests and guest lectures are planned recurrently.
>
> As a part of internal evaluation, students are required to make presentations. They are encouraged to use audio-visual aids for this purpose.

Sometimes teachers produce study material keeping in view the specific needs of the students. Tables, charts and diagrams are prepared by the students under the teachers' guidance. These innovative ways of teaching and learning have helped the teachers as well as students developing a number of soft skills, in addition to enriching their subject knowledge. An innovative method adopted by most of the departments is to form *What's App* Groups as an easy way to interact, share and exchange. 'Google Classroom' has been used by a few departments as an interactive knowledge sharing platform.

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

180

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

> The college strictly adheres to the modifications and reforms in examination brought by Savitribai Phule Pune University from time to time. As per the university guidelines, a full time permanent teacher has been appointed as Chief Examination Officer (CEO) for a period of three years. The CEO is responsible for the smooth conduct of all examinations and acts as a custodian for every examination. He is in communication with the Controller of Examinations (CoE) of the university.
>
> The CEO has a well-equipped office, an assistant and all necessary rights for effective administration of examination. The annual examination answer sheets of the first year students in all disciplines are assessed in the college campus. For this, a Central Assessment Programme (CAP) is scheduled every year. It is modelled on the University CAP. The answer sheets are properly masked at the time of assessment as well as revaluation. A photocopy of the same is supplied to the student on demand.
>
> For second and third year examinations as well as post graduate examinations, Bar Code & Sticker System has been recently introduced. Most of the question papers are sent by the university online. The college takes the print out and gets it photocopied as per requirement. The university appoints the External Senior Supervisor and the college never interferes in this process. Thus it is fully committed to the stringent management and smooth operation of every examination.

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

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

2.10 Average percentage of attendance of students

75%

2.11 Course/Programme-wise Distribution of Pass Percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
F. Y. B. A.	304	15	13	11	117	51.31
S. Y. B. A.	120	--------	--------	--------	79	65.83
T. Y. B. A.	107	04	22	36	13	70.09
F. Y. B. COM.	421	09	22	37	59	51.54
S. Y. B. COM.	127	04	14	35	25	61.41
T. Y. B. COM.	147	04	19	28	55	72.10
F. Y. B. Sc.	226	19	15	14	120	74.33
S. Y. B. Sc.	102	--------	--------	--------	98	96.07
T. Y. B. Sc.	99	24	35	11	01	71.71
F. Y. B. Sc. (Com)	69	09	04	01	42	81.15
S. Y. B. Sc. (Com)	48	--------	--------	--------	46	95.83
T. Y. B. Sc. (Com)	40	--------	14	01	--------	37.50
F. Y. B. C. A.	34	01	03	04	08	47.05
S. Y. B. C. A.	15	....	06	03	02	73.33
T. Y. B. C. A.	10	02	02	03	......	70.00
M. A. I (MAR)	11	08	03	--------	--------	100
M. A. II (MAR)	14	10	01	--------	--------	78.57
M. A. I (ENG)	09	01	05	02	01	100
M. A. II (ENG)	04	--------	01	01	--------	50.00
M. A. I (POL)	25	01	16	05	01	92.00
M. A. II (POL)	10	05	01	--------	--------	60.00
M. COM. I	49	06	11	18	14	100
M. COM. II	36	09	13	11	03	100

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

The IQAC's contribution in the teaching and learning process is mainly concerned with the preparation and execution of the Academic Calendar. This calendar is prepared at the beginning of every academic year. It is inclusive and comprehensive. The heads of all departments are advised to prepare their departmental plans in accordance with the academic calendar. From time to time, the IQAC monitors the teaching process and learning process through formal/ informal interaction with teachers as well as students. The Students' Council sends regular feedback to the Principal during their meetings; and the same is passed on to the IQAC.

The IQAC evaluates every teacher's API form at the end of academic year. On this occasion, the teacher is asked to present supporting documents as proof to the academic work carried out by him/ her. Wherever necessary, s/he is instructed to make required changes in the method of teaching by applying ICT for effective transmission of knowledge and information.

Students' opinions about teachers and their ways of teaching, the curricular and co-curricular activities in progress in the institution, overall facilities they avail on the college campus, etc. are paid attention to and necessary action is taken in proper direction. A Teacher's Evaluative Form has been designed for objective evaluation of teachers.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher Courses	**01**
UGC – Faculty Improvement Programme	**02**
HRD Programme	
Orientation Programme	
Faculty Exchange Programme	
Staff training conducted by the University	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	**02**
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	09	16	01	NIL
Technical Staff	16	14	NIL	NIL

Criterion – III

3. <u>Research, Consultancy and Extension</u>

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

> The IQAC is conscious and serious regarding promotion and sustenance of research climate in the institution. It takes consistent efforts to inculcate research temperament in the college campus. As a part of this, a special committee has been constituted for Promotion of Research. This committee is entrusted with the responsibility of encouraging and guiding teachers and students to undertake research-oriented activities. At the same time, it creates awareness about the issue of Plagiarism among teachers and students at large.
>
> *Avishkar*, a Research Project Competition, is organised by the Savitribai Phule Pune University every year. Students are motivated and guided to participate in this competition. In addition, expert lectures are organized for promotion of research at different levels.

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**NIL**	**NIL**	**NIL**	**NIL**
Outlay in Rs. Lakhs	....	....	....	....

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	**NIL**	**NIL**	**NIL**	**NIL**
Outlay in Rs. Lakhs	....	....	**01**	....

3.4   Details on research publications

	International	National	Others
Peer Review Journals	**04**	**04**	**03**
Non-Peer Review Journals	**00**	**05**	**01**
e-Journals	**02**	**03**	----
Conference proceedings	**06**	**05**	**08**

3.5 Details on Impact factor of publications: **Data not Available**

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

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	✕	✕	✕	✕
Minor Projects	✕	✕	✕	✕
Interdisciplinary Projects	✕	✕	✕	✕
Industry sponsored	✕	✕	✕	✕
Projects sponsored by the University/ College	✕	✕	✕	✕
Students research projects *(other than compulsory by the University)*	✕	✕	✕	✕
Any other(Specify)	✕	✕	✕	✕
Total	✕	✕	✕	✕

3.7 No. of books published   i) With ISBN No. | 02 | Chapters in Edited Books | 02 |

ii) Without ISBN No. | NIL |

3.8 No. of University Departments receiving funds from

UGC-SAP | NA | CAS | NA | DST-FIST | NA |

DPE | NA | DBT Scheme/funds | NA |

3.9 For colleges   Autonomy | ✕ | CPE | ✕ | DBT Star Scheme | ✕ |

INSPIRE | ✕ | CE | ✕ | Any Other (specify) | ✕ |

3.10 Revenue generated through consultancy | NIL |

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	NIL	01	NIL	NIL	NIL
Sponsoring agencies	✕	UGC	✕	✕	✕

3.12 No of faculty served as experts, chairpersons or resource persons   **03**

3.13 No. of collaborations   International **×**   National **×**   Any other **×**

3.14 No. of linkages created during this year   **01**

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	**×**
	Granted	**×**
Commercialised	Applied	**×**
	Granted	

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

Total	International	National	State	University	District	College
	01	**01**				

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them   **07**   **12**

3.19 No. of Ph.D. awarded by faculty from the Institution   **01**

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 **01**

National level **03** 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 **04** NSS **07** Any other ☒

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

- Organisation of Blood Donation Camps by National Cadet Core & NSS
- Plantation & cleaning of the village premises during NSS Camp
- Road Safety Awareness Programme in association with the Road Traffic Office
- Provision of 'Mobile Library Service' for the villagers during NSS Camp
- Aids day Awareness Rally
- Organisation of Employment & Career Guidance Camp
- Awareness Raising through Save Girl Child Campaign
- Collaborative social activities with Snehalaya, Bal Bhavan & Plus Foundation

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	**8,106.45**	**3,000 App.**	**Own**	**11,106.45**
Class rooms	**28**	**02**	**Own**	**30**
Laboratories	**07**	**03**	**Own**	**10**
Seminar Halls	**02**	**.......**	**.......**	**02**
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	**04**	**.......**	**.......**	**04**
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

Computerization of administration and the process of admissions and examination results, issue of certificates:

The administrative office of the college is fully computerized with broadband internet facility. Sufficient battery back-up is available for uninterrupted power supply. Every counter has a computer with printer wherever necessary. The entire process of admission is automated.

The college strictly follows the university schedule and works in accordance with the guidelines of the government. The programme of admission is displayed on the college website to ensure absolute transparency. It is also informed to the students through notice board. Certificates of the examinations (mark-sheets) are handed over to students and their queries are entertained instantly. Technical faults, if any, are corrected at suitable level and every possible measure is taken to attain student satisfaction. Keeping in view the urgency of the situation in certain cases, the college authorities personally visit the university to solve the problem.

The degree certificates of the final year students are distributed to them in the college. A special Convocation Ceremony is organised in the college as per the protocol set by the University.

Improvements in the library services:

The library of the college is fully computerised. It is providing quality service to the researchers, readers, teachers and students at large. It has extended its service to nearby colleges and the village adopted by the NSS.

The following improvements were made in the library services:

- Provision of e-books and e-journals to the users under INFLIBNET and DELNET (N-LIST) Programmes
- Online supply of University Question Papers of previous years to students
- On Demand supply of University Syllabus to teachers and students
- Online public access facility to library resources for faculty and students
- Free internet facility to all library users

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2832	4, 67, 600	183	49, 265	3015	5, 16, 865
Reference Books	1846	9, 70, 515	395	1, 81, 532	2241	11, 52, 047
e-Books (N-List)		21, 450	31, 35, 000	5, 900	31, 35, 000	27, 350
e-Journals (N-List)			6,000+		6,000+	
Journals	277	2, 73, 913	105	1, 53, 888	515	5, 36, 436
e-Books (DELNET)		16, 500	2,50,00,000	13, 570	2,50,00,000	30, 070
e-Journals (DELNET)			40, 000		40, 000	
CD	01	---	---	---	01	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	46	2	YES	04	02	YES	18	NIL
Added	25	.....	YES	......	......	YES	......	NIL
Total	61	2	YES	04	02	YES	18	NIL

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

> Internet access is available to teachers and students in the college library as well the Computer Science Laboratory. Majority of teachers are proficient in computer operations. They prepare their study material and PPT presentations on their own. The office personnel are trained in the application of information technology for various purposes. The support staff too knows the primary functions of computer. Thus the institution has achieved almost 100% computer literacy.
>
> Most of the students in the college are acquainted with computer and internet. Students of Science and Commerce are more skilled in it as it is a part of their curriculum. The students of the Arts faculty too are computer literate. They have either passed the Maharashtra Government's MSCIT Course or are pursuing it.

4.6 Amount spent on maintenance in lakhs:

i) ICT — 92, 710

ii) Campus Infrastructure and facilities — 6, 72, 888

iii) Equipment — 7, 23, 447

iv) Others — --------

Total: 14, 89, 045

Criterion – V
5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The IQAC gives due consideration to the Student Support Services available in the institution such as Women's Hostel, Girls' Rest Room, Cycle Stand and Parking Area, Playground, Reading Room, Canteen, Medical Check Up facility, CC TV surveillance, etc.
- There are special committees to monitor these services and the IQAC members are informed about their functioning.
- The IQAC Chairperson, Coordinator, Vice Principal and Registrar are present for every meeting called by each of these committees. They make suggestions, wherever necessary, for the enhancement of these services.

5.2 Efforts made by the institution for tracking the progression

- Periodic review by faculty members, HoDs, Principal and IQAC members

- Regular discussion with the Student Representatives during Students' Council meetings

- Occasional appraisal of educational institutions in the city for tracking comparative progress

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1847	**177**	------	------

(b) No. of students outside the state

NIL

(c) No. of international students

NIL

Men

No	%
1201	**59.33**

Women

No	%
823	**40.66**

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
886	**273**	**35**	**347**	**02**	**1888**	**990**	**263**	**34**	**350**	**04**	**2024**

Demand ratio [ ]   Dropout % [ ]

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

- Expert Lectures by Guest Speakers
- Foundation Course for Students of all faculties
- Organisation of Quiz Competitions & Mock Interviews
- Exclusive library and reading space for students preparing for competitive examinations

5.5 No. of students qualified in these examinations

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

IAS/IPS etc [ ]   State PSC [ ]   UPSC [ ]   Others **14**

5.6 Details of student counselling and career guidance

- Expert lectures by Guest Speakers
- Individual/ Group Counselling Sessions for slow-learners & Sportsmen

No. of students benefitted   **158**

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	**86**	**04**	**Exact information is not available**

5.8 Details of gender sensitization programmes

> - Self-defence sessions for female students
> - Guest Lecture for female students organised by Internal Complaints for Sexual Harassment & Grievances Redressal Cell

5.9 Students Activities

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

State/ University level [45]   National level [03]   International level [ ]

No. of students participated in cultural events

State/ University level [11]   National level [ ]   International level [ ]

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

Sports: State/ University level [04]   National level [ ]   International level [ ]

Cultural: State/ University level [01]   National level [ ]   International level [ ]

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	08	8000
Financial support from government	989	29, 24, 398
Financial support from other sources	13	13, 000
Number of students who received International/ National recognitions	NIL	NIL

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 [03]

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

Criterion – VI

6. <u>Governance, Leadership and Management</u>

6.1 State the Vision and Mission of the institution

- *Ya Vidya sa Vimuktaye*
  (True Learning Leads to Liberation!)
- *Uttishthatha! Jagrata! Prapyavarranibodhata!*
  (Arise, awake, and stop not till the goal is reached!)

6.2 Does the Institution has a Management Information System

Yes

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

6.3.1 Curriculum Development

- Representation on university bodies that design curriculum
- Participation in Syllabus Framing Workshops
- Preparation of study material for Subject Related Certificate & Value Added Courses

6.3.2 Teaching and Learning

- Group discussion, presentation, assignments
- Use of ICT and audio-visual aids
- Fieldwork and project work
- Study Tours and Industrial Visits

6.3.3 Examination and Evaluation

- Viva Voce
- Group discussion
- Presentation
- Project
- Assignments

6.3.4 Research and Development

- Motivation to the faculty to present research papers in conferences and seminars
- Assistance to the faculty to publish articles in UGC listed reputed journals
- Encouragement to the faculty to pursue Ph.D. in their subjects
- Orientation and guidance to students to participate in research competitions like *Avishkar*

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Display of new arrivals
- Direct access to books and magazines
- Purchase of books and magazines on regular basis
- Use of SOUL software
- Computers with internet connectivity

6.3.6 Human Resource Management

- Guidance on adoption of Yoga for stress-free life style
- HB check-up of female faculty & non-teaching staff
- Training of Computer Applications for non-teaching staff

6.3.7 Faculty and Staff recruitment

- Strict adherence to Government guidelines and University rules
- Appointment of skilled and qualified faculty on contractual or clock-hour basis through pre-scheduled interviews

6.3.8 Industry Interaction / Collaboration

Informal association with industries around Ahmednagar (MIDC) for skill development and NICE (Nurturing in Career Education)

6.3.9   Admission of Students

- In accordance with the government policies and university guidelines
- Strictly on the basis of merit
- Fair representation to all sections of the society

6.4 Welfare schemes for

Teaching	GPF, CPF, PPF
Non -teaching	GPF, CPF, PPF
Students	Earn & Learn Scheme
	Savitribai Phule Scholarship
	EBC Scholarship
	BC Scholarship
	Group Insurance

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	Private	YES	IQAC
Administrative	YES	Private	YES	Principal

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?

N. A.

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

N. A.

6.11 Activities and support from the Alumni Association

- Organisation of annual 'Get Together' (Shardians)
- Guidance to the present students through lectures

6.12 Activities and support from the Parent – Teacher Association

- Interaction with the parents during parent meetings
- Collection of feedback on overall institutional functioning

6.13 Development programmes for support staff

- The support staff is motivated to complete MSCIT, a Computer Literacy and Proficiency Course approved by the Maharashtra state

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

- Plantation and preservation of trees on the college campus
- Waste & Sewage Management
- Landscape garden & Sapling distribution
- Energy conservation
- Water harvesting & recycling
- No vehicle day celebration every week

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.

> - Increased application of Technology Assisted Learning for students
> - Use of applications like 'Google Classroom' (class-wise & subject-wise)for effective interaction with students
> - Inclusion of Students' Representative in the IQAC

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

> **Please see Annexure III**

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

> - *Know Your Budget* Activity for all stake-holders organised by the Department of Economics
> - *From Self to Society* initiative in association with *Snehalaya* for inculcating the spirit of social commitment and community work

7.4 Contribution to environmental awareness / protection

> - Plantation and preservation of trees on the adopted village by the National Service Scheme Unit
> - Cleaning of heritage places around the city by the National cadet Core Unit
> - *Saturday- Cycle Day* observance every month

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:

- Strong Team Spirit & Institutional Affinity among the staff members
- Sense of Social Responsibility among the members on the Governing Body

Weaknesses:

- Failure in getting sanctioned sufficient funds on Research Projects
- Failure in establishing ties with Industry for employment generation

Opportunities:

- Scope for more student enrolment
- Scope to run self-financed professional courses catering to the needs of the society

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

- Obtain funds from various funding agencies for research –oriented activities.
- Continue to encourage and help students participate in sports activities.
- Organize seminars and conferences at state and national levels .
- Invite guest speakers from different fields and arrange lectures.
- Provide more employment opportunities to students by offering them essential training

Dr. Satyajit T. Patil   **Prin. Dr. Amarja A. Rekhi**
Coordinator, IQAC   *Chairperson, IQAC*

Hind Seva Mandal's

Pemraj Sarda College, Ahmednagar

Academic Calendar (2017 - 2018)

- **First Term:** 15 / 06 / 2017 **to** 18 / 10 / 2017
- **Second Term:** 13/ 11 / 2017 **to** 30 / 04 / 2018
  [Vide: SPPU Circular No. 79 of 2017 Ref. No. PGS/ 1532 dated 27.04.2017]

Term I

JUNE 2017

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
3rd Week (15.6.17 to 17.6.17)	Admission Process Counselling Sessions
4th Week (19.6.17 to 24.6.17)	General Staff Meeting Departmental Meetings
5th Week (27.6.17 to 30.6.17)	Time Table Committee Meeting Library Committee Meeting Result Analysis

JULY 2017

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
1st Week (1.7.17 to 8.7.17)	Gymkhana Committee Meeting Hostel Committee Meeting
2nd Week (10.7.17 to 15.7.17)	Student Welfare Board Meeting (Earn & Learn Student Selection)
3rd Week (17.7.17 to 22.7.17)	IQAC Meeting *Sharada* Editorial Board Meeting
4th Week (24.7.17 to 29.7.17)	Parent Meeting & KYC Programme

AUGUST 2017

Week	Proposed Curricular/ Co-curricular/ Extra-curricular Activities
1st Week (1.8.17 to 5.8.17)	NCC Meeting NSS Meeting
2nd Week (7.8.17 to 12.8.17)	Competitive Examination Guidance
3rd Week (14.8.17 to 19.8.17)	Independence Day Celebration Week
4th Week (21.8.17 to 26.8.17)	Career Guidance Guest Lectures
5th Week (28.8.17 to 31.8.17)	Anti-Raging & Sexual Harassment Awareness Activities

SEPTEMBER 2017

Week	Proposed Curricular/ Co-curricular/ Extra-curricular Activities
1st & 2nd Week (1.9.17 to 9.9.17)	LMC Meeting Research Committee Meeting Examination Committee Meeting
3rd Week (11.9.17 to 16.9.17)	Student Council Meeting Supplementary Term End Examination
4th Week (18.9.17 to 23.9.17)	Cultural Activities & Competitions
5th Week (25.9.17 to 30.9.17)	*Sharada* & *Dnyaneshwar* Competitions

OCTOBER 2017

Week	Proposed Curricular/ Co-curricular / Extra-curricular Activities
1st Week (3.10.17 to 7.10.17)	*Avishkar* Research Project Preparation
2nd & 3rd Week (9.10.17 to 18.10.17)	IQAC Meeting Exam Committee Meeting

Term II

NOVEMBER 2017

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
2nd & 3rd Week (13.11.17 to 25.11.17)	Term End Examination
4th Week (27.11.17 to 2.12.17)	NSS Camp

DECEMBER 2017

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
2nd Week (4.12.17 to 9.12.17)	Departmental Meetings Remedial Coaching
3rd Week (11.12.17 to 16.12.17)	IQAC Meeting Departmental Competitions
4th Week (18.12.17 to 23.12.17)	Staff Academy Lecture Series
5th Week (25.12.17 to 31.12.17)	Soft Skill Development Programme

JANUARY 2018

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
1st Week (1.1.18 to 6.1.18)	Alumni Association Meet Student Council Meeting
2nd & 3rd Week (8.1.18 to 20.1.18)	Annual Sports Week Annual Prize Distribution
4th & 5th Week (22.1.18 to 31.1.18)	Republic Day Celebrations Educational Tours/ Industrial Visits

FEBRUARY 2018

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
1st & 2nd Week (1.2.18 to 10.2.18)	Women Empowerment Lecture Series Seminars/ Conferences/ Workshops
3rd Week (12.2.18 to 17.2.18)	Student Council Meeting
4th & 5th Week (19.2.18 to 28.2.18)	Parent Meeting

MARCH 2018

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
1st & 2nd Week (1.3.18 to 10.3.18)	Library Committee Meeting Discipline Committee Meeting
3rd Week (12.3.18 to 17.3.18)	Examination Committee Meeting NSS & SWO Central Audit Oral & Practical Examinations
4th & 5th Week (19.3.18 to 31.3.18)	Annual Examinations (First Year UG)

APRIL 2018

Week	Proposed Curricular/ Co-curricular/ Extra Curricular Activities
1st & 2nd Week (2.4.18 to 14.4.18)	Annual Examinations (UG) Annual Examinations (UG)
3rd Week (16.4.18 to 21.4.18)	Annual Examinations (UG) LMC Meeting
4th Week (23.4.18 to 30.4.18)	IQAC Meeting Staff Meeting

ANNEXURE II

Feedback from Students:

'Pemraj Sarda College' is more of a family than a business-oriented institution. It is known for a strong sense of fellow-feeling among all stake-holders. Due to moderate student strength, there is fair communication between the staff and students. Students studying at special level are quite close to their subject teachers. Moreover, they get an opportunity to interact with teachers during NSS camp, cultural programmes and other cultural activities. On these occasions, they frankly share their feedback with faculty members. The heads of the departments frequently talk to the students in order to obtain their comments/ criticism on teachers. Thus, the institution has always relied upon informal ways of student assessment of teachers as well as student feedback.

Suggestion boxes have been kept in certain places in the college campus, such as Women's Hostel and Library. They are opened at the end of every month and put in front of the concerned committees. Due action is taken in respect of valuable proposals.

Feedback from Stakeholders:

As stated earlier, Pemraj Sarda College has its prime focus on cherishing the feeling of homeliness and affinity among all stakeholders. Especially students—the beneficiaries of education—are consciously taken care of. A testimony to this is the fact that majority of our alumnae send their offspring to the college. This bond of affection is the greatest strength of the institution.

The college has a time-tested mechanism to obtain feedback from stakeholders. Students send their response through various channels. All types of communication—upward, downward, horizontal and grapevine—is practised as and when required. Every year, a Students' Council is formed as per the university directives. It comprises of students of both sexes who represent academics, social service, cultural activities and sports. Students from all sections of society find a place on this body. The members elect the General Secretary (G. S.) who is also the University Representative (U. R.). The meetings of the Council are held at regular intervals. The principal, vice-principal and registrar attend these meetings and

interact with the student representatives. Important decisions regarding the students are shared with them are their suggestions are seriously taken note of.

The LMC (Local Management Council) is the apex governing body as far as policy and decision making at the institutional level is concerned. It brings together members on the management and elected representatives from the teaching as well as non-teaching staff. The principal coordinates the functioning of LMC as its secretary. The LMC meets at least twice a year and discusses future plans of action. All members on the management are experienced personalities with sound social recognition and public rapport. Many of them efficiently carry out various responsibilities on different civic bodies. Thus they are in a good position to obtain and entertain feedback from the parents as well as local media.

The IQAC (Internal Quality Assurance Cell) is in operation throughout the year. It plans all curricular, co-curricular as well as extra-curricular activities in the college. The Invitee Members of the IQAC are people with enduring social reputation. Their suggestions are considered carefully.

In this way, feedback from stakeholders has always been extremely essential for the growth and development of the institution.

In view of the suggestions made by the NAAC Peer Team, a systematic FFM (Formal Feedback Mechanism) was introduced last year. Feedback on overall functioning of the institution was collected from Parents, Alumni & Students. In addition, teacher evaluation was done through a separate feedback form. The feedback was analysed and instructions were given to the concerned departments/ faculty for improvement in service and performance.

As per the new guidelines of NAAC, the Feedback Forms were revised in order to focus on the various components connected to the Syllabus. (The format is given below.)

ALUMNI FEEDBACK ON THE CURRICULUM

- **Name** ....

- **Year of Passing:** ....

- **Programme:** B. A. / B. Com. / B.Sc. / BBA (C A)/ M. A. / M. Com.

- **Special Subject:** ....……………………………

TICK (√) THE APPROPRIATE CHOICE FOR EACH POINT

Rating: Below Average: 1   Average: 2   Good: 3   Very Good: 4   Excellent: 5

Sr. No.	Core Topics	1	2	3	4	5
1	Utility in increasing competencies (क्षमता वाढीस उपयुक्त)					
2	Learner-centric approach in design (अभ्यासक्रम निर्मितीत विद्यार्थी केंद्रित दृष्टीकोन)					
3	Updation of domain knowledge (विषय-ज्ञान अद्ययावत करण्यास मदत)					
4	Logical sequence of units (अभ्यासक्रमातील घटकांची सुसूत्रता / तर्कसंगती)					
5	Element of interest in the contents (अभ्यासक्रमातील रंजकता / रुची)					
6	Application in real life situations (दैनंदिन जीवनातील उपयोजिता)					
7	Appropriate assessment strategies (योग्य मूल्यमापन पद्धती)					
8	Relevance of curriculum at workplace (अभ्यासक्रमाचे नोकरीच्या ठिकाणी होणारे लाभ)					
9	Size of the syllabus (अभ्यासक्रमाचा भार व आकार)					
10	Availability of text books and reference books (क्रमिक व संदर्भ पुस्तकांची उपलब्धता)					

STUDENT FEEDBACK ON THE CURRICULUM

- **Name** ....

- **Year:** ....

- **Programme:** B. A. / B. Com. / B.Sc. / BBA (C A)/ M. A. / M. Com.

- **Special Subject:** ....……………………………

TICK (√) THE APPROPRIATE CHOICE FOR EACH POINT

Rating: Below Average: 1   Average: 2   Good: 3   Very Good: 4   Excellent: 5

Sr. No.	Core Topics	1	2	3	4	5
1	Utility in increasing competencies (क्षमता वाढीस उपयुक्त)					
2	Learner-centric approach in design (अभ्यासक्रम निर्मितीत विद्यार्थी केंद्रित दृष्टीकोन)					
3	Updation of domain knowledge (विषय-ज्ञान अद्ययावत करण्यास मदत)					
4	Logical sequence of units (अभ्यासक्रमातील घटकांची सुसूत्रता / तर्कसंगती)					
5	Element of interest in the contents (अभ्यासक्रमातील रंजकता / रुची)					
6	Application in real life situations (दैनंदिन जीवनातील उपयोजिता)					
7	Appropriate assessment strategies (योग्य मूल्यमापन पद्धती)					
8	Coherence between course objectives & curriculum (अभ्यासक्रमाच्या उद्दिष्टांशी सुसंगती)					
9	Size of the syllabus (अभ्यासक्रमाचा भार व आकार)					
10	Availability of text books and reference books (क्रमिक व संदर्भ पुस्तकांची उपलब्धता)					

TEACHER FEEDBACK ON THE CURRICULUM

- **Name** ....

- **Year:** ....

- **Programme:** B. A. / B. Com. / B.Sc. / BBA (C A)/ M. A. / M. Com.

- **Special Subject:** ....

TICK (√) THE APPROPRIATE CHOICE FOR EACH POINT

Rating: Below Average: 1   Average: 2   Good: 3   Very Good: 4   Excellent: 5

Sr. No.	Core Topics	1	2	3	4	5
1	Utility in increasing competencies (क्षमता वाढीस उपयुक्त)					
2	Learner-centric approach in design (अभ्यासक्रम निर्मितीत विद्यार्थी केंद्रित दृष्टीकोन)					
3	Updation of domain knowledge (विषय-ज्ञान अद्ययावत करण्यास मदत)					
4	Logical sequence of units (अभ्यासक्रमातील घटकांची सुसूत्रता / तर्कसंगती)					
5	Element of interest in the contents (अभ्यासक्रमातील रंजकता / रुची)					
6	Application in real life situations (दैनंदिन जीवनातील उपयोजिता)					
7	Appropriate assessment strategies (योग्य मूल्यमापन पद्धती)					
8	Coherence between course objectives & curriculum (अभ्यासक्रमाच्या उद्दिष्टांशी सुसंगती)					
9	Coordination of the syllabus & allotted lectures (अभ्यासक्रम व तासिका यांमधील समन्वय)					
10	Availability of text books and reference books (क्रमिक व संदर्भ पुस्तकांची उपलब्धता)					

EMPLOYER'S FEEDBACK ON THE CURRICULUM

- **Name** ....

- **Year:** ....

. **Programme:** B. A. / B. Com. / B.Sc. / BBA (C A)/ M. A. / M. Com.

TICK (√) THE APPROPRIATE CHOICE FOR EACH POINT

Rating: Below Average: 1   Average: 2   Good: 3   Very Good: 4   Excellent: 5

Sr. No.	Core Topics	1	2	3	4	5
1	Utility in increasing competencies (क्षमता वाढीस उपयुक्त)					
2	Learner-centric approach in design (अभ्यासक्रम निर्मितीत विद्यार्थी केंद्रित दृष्टीकोन)					
3	Updation of domain knowledge (विषय-ज्ञान अद्ययावत करण्यास मदत)					
4	Logical sequence of units (अभ्यासक्रमातील घटकांची सुसूत्रता / तर्कसंगती)					
5	Element of interest in the contents (अभ्यासक्रमातील रंजकता / रुची)					
6	Application in real life situations (दैनंदिन जीवनातील उपयोजिता)					
7	Appropriate assessment strategies (योग्य मूल्यमापन पद्धती)					
8	Coherence between course objectives & curriculum (अभ्यासक्रमाच्या उद्दिष्टांशी सुसंगती)					
9	Size of the syllabus (अभ्यासक्रमाचा भार व आकार)					
10	Availability of text books and reference books (क्रमिक व संदर्भ पुस्तकांची उपलब्धता)					

PARENT'S FEEDBACK ON THE CURRICULUM

- **Name** ....
- **Year:** ....
. **Programme:** B. A. / B. Com. / B.Sc. / BBA (C A)/ M. A. / M. Com.

TICK (√) THE APPROPRIATE CHOICE FOR EACH POINT

Rating: Below Average: 1   Average: 2   Good: 3   Very Good: 4   Excellent: 5

Sr. No.	Core Topics	1	2	3	4	5
1	Utility in increasing competencies (क्षमता वाढीस उपयुक्त)					
2	Learner-centric approach in design (अभ्यासक्रम निर्मितीत विद्यार्थी केंद्रित दृष्टीकोन)					
3	Updation of domain knowledge (विषय-ज्ञान अद्ययावत करण्यास मदत)					
4	Logical sequence of units (अभ्यासक्रमातील घटकांची सुसूत्रता / तर्कसंगती)					
5	Element of interest in the contents (अभ्यासक्रमातील रंजकता / रुची)					
6	Application in real life situations (दैनंदिन जीवनातील उपयोजित)					
7	Appropriate assessment strategies (योग्य मूल्यमापन पद्धती)					
8	Coherence between course objectives & curriculum (अभ्यासक्रमाच्या उद्दिष्टांशी सुसंगती)					
9	Size of the syllabus (अभ्यासक्रमाचा भार व आकार)					
10	Availability of text books and reference books (क्रमिक व संदर्भ पुस्तकांची उपलब्धता)					

ANNEXURE III

Plan of Action chalked out by the IQAC in the beginning of the Year towards Quality Enhancement & Action Taken Report

INTERNAL QUALITY ASSURANCE CELL (IQAC)

- **Hon'ble Brijlal Sarda** – Management Representative Chairman {Senior College Committee}
- **Dr. Amarja A. Rekhi** – Principal & Chairperson
- **Dr. Satyajit T. Patil** – Coordinator & Secretary
- **Dr. Rajendra Y. Shinde** – Member {Vice Principal}
- **Dr. Sahadeo R. Medhe** – Member
- **Dr. Suprabha D. Kulkarni** – Member
- **Dr. Rajendra M. Marwade** – Member {Librarian}
- **Mr. Shailesh S. Deshmukh** – Member
- **Mr. Ashok M. Aseri** – Member {Registrar}
- **Ms. Sayali Pawar** -- Member {Student Nominee}

Invitee Members:

- **Mr. Amrut Deshmukh** -- Chartered Accountant
- **Dr. Suchit Tamboli** -- Paediatrician
- **Mr. Suresh Maid** -- Professional {Alumnus}
- **Mr. Mahesh Ghodke** -- District Treasury Officer {Alumnus}

The IQAC of the college was in operation right from the commencement of the academic year. In the first meeting, an Academic Calendar was designed in order to chalk out a plan of action keeping in view the holistic growth of the institution. The Calendar included a month-wise execution of curricular, co-curricular and extra-

curricular activities. It was meant to be an integrated road-map which will be exhaustive as well as effective.

Quality enhancement has been the goal of the institution right from its inception. In accordance with its endless quest for excellence, the college carried out certain activities for the faculty members, non-teaching staff and students— the beneficiaries of this enterprise.

Activities Reflecting the Goals and Objectives of the Institution

Pemraj Sarda College is one of the premiere educational institutions in Ahmednagar district. It is the brain-child of Hind Seva Mandal, a pioneering establishment in Maharashtra, which has a glorious past of a century. The Mandal boasts of a rich heritage and a glorious past of selfless service to society. It was founded by visionary social reformers to conceptualize their heartfelt concern and commitment towards the weaker sections, so long deprived of the benefits of formal education.

One of the prime objectives of the college is to take the lamp of education to the doorstep of the poorest of the poor, for the overall development of society. Therefore, the college offers quality education at affordable cost. It strives ceaselessly to shape the personalities of the students, and make them fit to face the challenges ahead. It sincerely aims to inculcate a value system and foster global perspective among the students. The teaching and the non-teaching staff of the college are working in perfect tandem to translate this goal into reality.

Following are some of the most prominent activities held in the college for social awareness and quality enhancement:

Expert Lectures on Relevant Subjects:

A number of lectures as well as presentations were organized in the college in the year 2017-18. Most of them were held in collaboration with the *Snehalaya*— an NGO and extension unit of the college; Plus Foundation, the District Civil Hospital, the Road Traffic Police, local print/ audio media and other institutions in the city.

Programmes Inculcating Value Education, Social Commitment, Fellow-feeling, Team Spirit, etc:

The college hosted a number of programmes inculcating value education, social commitment, fellow-feeling, team spirit, etc. Most remarkable among them were Blood Donation Camp, AIDS Rally, Youth Marathon, plantation and preservation of trees in the college campus, celebration of various days like the World Women's Day, Sanskrit Day, Hindi Day, English Day, Geography Day and anniversaries of persons of national eminence such as Mahatma Gandhi, Dr. Babasaheb Ambedkar, Chhatrapati Shivaji Maharaj, Swami Vivekanand, etc.

The NCC, NSS and Student Welfare Department were the leading driving forces behind these activities.

Sharada and Dnyaneshwar Trophy Debating Competitions:

These competitions are conducted annually. They are jointly held by the Junior and Senior Wings of the college. The entire staff of the college works hand in hand for the success of the event. Various committees are formed. Each committee is constituted in such a way that it blends the senior college teachers with the junior college teachers as well as the non-teaching staff. The entire programme is in fact a display of indomitable team spirit.

The competitions have a glorious history. Students from three districts in the jurisdiction of the university participate in the competitions. They represent various streams such as Education, Engineering, Pharmacy, Management, etc. The topics are

selected quite carefully, keeping in mind the age group of the participants and relevance to society. Judges are experienced persons, well-acquainted with the art of oratory and debating. Thus the competitions carry forward the mission of the institution in their own way.

Intra-college Competitions:

Apart from the inter-college competitions, a multitude of intra-college competitions are regularly arranged in the college. They include General Knowledge Quiz Competition, Food Stall Competition, Essay Writing Competition, Cricket Tournament, Rangoli Competition, etc. All these competitions are essential for the development of students' personality and character.

Annual Prize Distribution:

This function, like the 'Sharada and Dnyaneshwar Debating Competitions', is conducted jointly by the Junior and Senior Wings of the college. The entire staff of the college works hand in hand for the success of the event. Various committees are formed. Each committee is constituted in such a way that it blends the senior college teachers with the junior college teachers as well as the non-teaching staff. The entire programme is in fact a display of indomitable team spirit. A notable feature of the Annual Prize Distribution function is that a past student of the institution—who has extended a solid contribution in a certain field—is invited as the Chief Guest. Prior to the main function, s/he interacts with the staff as well as students. This informal interface is mutually beneficial. It establishes a rapport between the guest and the hosts.

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