

# Internal Quality Assurance Cell (IQAC)

## Annual Quality Assurance Report (AQAR)

For the year 2013-14



राष्ट्रीय मूल्यांकन एवं प्रत्यायन परिषद्

विश्वविद्यालय अनुदान आयोग का स्वायत्त संस्थान

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL**

*An Autonomous Institution of the University Grants Commission*

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

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

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

### Part – A

AQAR for the year (for example 2013-14)

June 15, 2013 to June 14, 2014

#### I. Details of the Institution

1.1 Name of the Institution

R.C. Patel Arts, Commerce and Science College, Shirpur

1.2 Address Line 1

Near Karwand Naka

Address Line 2

R.C. Patel Campus

City/Town

Shirpur

State

Maharashtra

Pin Code

425405

Institution e-mail address

[dr.drpatil@gmail.com](mailto:dr.drpatil@gmail.com)

Contact Nos.

02563- 257328

Name of the Head of the Institution:

Dr. D.R. Patil

Tel. No. with STD Code:

Mobile:

09922553765

Name of the IQAC Co-ordinator:

Rajanikant V. Sonar

Mobile:

09823999715

IQAC e-mail address:

[rjnkntsnr@gmail.com](mailto:rjnkntsnr@gmail.com)

1.3 NAAC Track ID (For ex. MHCOGN 18879)

EC/66/RAR/088

OR

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom of your institution's Accreditation Certificate)

1.5 Website address:

www.rcpasc.ac.in

Web-link of the AQAR:

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	1 <sup>st</sup> Cycle	B	72	2004	5 Years
2	2 <sup>nd</sup> Cycle	B	2.76	2013	5 Years

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

13/06/2005

1.8 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 \_\_\_\_\_ (---/2010)
- ii. AQAR \_\_\_\_\_ (---/2011)
- iii. AQAR \_\_\_\_\_ (26/09/2012)
- iv. AQAR \_\_\_\_\_ (19/11/2013)

1.9 Institutional Status

University State  Central  Deemed  Private

Affiliated College Yes  No

Constituent College Yes  No

Autonomous college of UGC Yes  No

Regulatory Agency approved Institution Yes  No

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

Type of Institution Co-education  Men  Women

Urban  Rural  Tribal

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

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

1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

North Maharashtra University,  
Jalgaon

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

Autonomy by State/Central Govt. / University	<input type="text" value="--"/>		
University with Potential for Excellence	<input type="text" value="--"/>	UGC-CPE	<input type="text" value="--"/>
DST Star Scheme	<input type="text" value="--"/>	UGC-CE	<input type="text" value="--"/>
UGC-Special Assistance Programme	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other ( <i>Specify</i> )	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		

## **2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	

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

2.12 Has IQAC received any funding from UGC during the year? Yes  No   
 If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

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
Institutional API	Self-Appraisal by teacher and faculty assessment by management

\* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes  No   
 Management  Syndicate  Any other body

## Part – B

### Criterion – I

#### I. 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
PhD	03	-	-	-
PG	08	01	07	-
UG	13	-	-	-
PG Diploma	02	-	02	02
Advanced Diploma	02	-	02	02
Diploma	03	-	03	03
Certificate	05	-	05	05
Others				
<b>Total</b>	35	01	19	12

Interdisciplinary	01	-	-	01
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	20
Trimester	-
Annual	-

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.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
30	23	06	01	

2.2 No. of permanent faculty with Ph.D.

12

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
23	-	06	-	01	-	-	-	30	

2.4 No. of Guest and Visiting faculty and Temporary faculty

03

03

44

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	05	22	-
Presented papers	05	18	-
Resource Persons	00	02	-

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

Institutional API and Academic Diary

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

184

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

Bar code

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

04

02

12

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

90%-



2.11 Course/Programme wise Distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
English (UG)	22	09	09	45	18	04
English(PG)	04	-	-	50	50	-
Marathi(UG)	12	-	16	16	16	42
Hindi(UG)	07	-	14	28	14	43
History(UG)	32	-	21	56	18	-
Geography(UG)	11	-	45	36	18	-
Physics(UG)	17	06	06	35	47	
Chemistry(UG)	54	03	18	16	-	18
Chemistry (PG)	31	12	06	03	-	-
Microbiology (UG)	28	-	18	82	-	-
Microbiology (PG)	24	12	87	-	-	-
Biotechnology (UG)	11	-	27	55	18	-
Biotechnology (PG)	19	-	36	63	-	-
Computer Science (UG)	80	01	14	37	30	06
Computer Science (PG)	32	22	34	-	-	-
B.C.A. (UG)	34	-	61	26	09	-
B.B.M. (UG)	15	13	53	07	-	-

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

IQAC's contribution in this regard-

1. Academic planning
2. Expertise consultancy
3. Regular follow up
4. To encourage faculty to use ICT

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	04
UGC – Faculty Improvement Programme	-
HRD programmes	01
Orientation programmes	03
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	07	-	-	05
Technical Staff	13	-	-	07

## Criterion – III

### 3. Research, Consultancy and Extension

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

Initiatives of IQAC for research- 1. Continuous encouragement and infrastructural help 2. Research activities and guest lectures 3. Allowing faculty to attend conferences, seminars and workshops.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	05	02
Outlay in Rs. Lakhs	9.91 lakhs	53 lakhs	62.91 lakhs	9.91 lakhs

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	07	06	12	07
Outlay in Rs. Lakhs	5.93 lakhs	5.83 lakhs	11.76 lakhs	5.93 lakhs

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	06	11	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	-	32	-

#### 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 organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	03	UGC and DST	62.91 lakhs	62.91 lakhs
Minor Projects	02	UGC	11.76 lakhs	11.76 lakhs
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	74.67 lakhs	74.67 lakhs

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

3.9 For colleges

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the  
Institution

Level	International	National	State	University	College
Number	-	-	-	-	01
Sponsoring agencies	-	-	-	-	Management

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

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

From Funding agency  From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

04

15

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

- 
- 

## 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	21 acres	-	Management	21
Class rooms	15	05	Management	20
Laboratories	17	-	Management	17
Seminar Halls	01	-	Management	01
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	-	-	-	-
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	-	-
Others	-	-	-	-

#### 4.2 Computerization of administration and library

Fully automated

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7416		695	86135	8113	
Reference Books	11035		254	89728	11289	
e-Books	-					
Journals	70	63000	70	62800		
e-Journals	-					
Digital Database	Nist	5000	Nist	5000		
CD & Video	-					
Others (specify)	-					

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	100	03	02	02	75	05	25	-
Added	30	-	-	-	-	-	-	-
Total	130	-	-	-	75	05	25	-

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

Availability of WiFi; training for students and administrative staff when required.
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#### 4.6 Amount spent on maintenance in lakhs :

i) ICT	350000/-
ii) Campus Infrastructure and facilities	3,50,000/-
iii) Equipments	300000/-
iv) Others	20,00000/-
<b>Total :</b>	<b>3,000,000/</b>

## Criterion – V

### 5. Student Support and Progression

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

1. Induction program, 2. Career Counselling, 3. Guest lectures.

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

Remedial and bridge courses are run for the weak and needy students.

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

UG	PG	Ph. D.	Others
1570	242	16	-

#### (b) No. of students outside the state

-

#### (c) No. of international students

-

Men	No	%	Women	No	%
	981	54.13		831	45.87

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
335	85	320	881	01	1622	447	70	290	1020	01	1828

Demand ratio 1:1

Dropout % -0.1

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

Counseling, training and guidance by are made available by competitive examination committee and placement cell.



No. of students beneficiaries

259

5.5 No. of students qualified in these examinations

NET  SET/SLET  GATE  CAT   
IAS/IPS etc  State PSC  UPSC  Others

5.6 Details of student counselling and career guidance

We have counseling and career guidance cell which organizes a lecture series and avails the library services to those who are going through the ordeal of competitive examinations.

No. of students benefitted

140

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
-	-	-	35

5.8 Details of gender sensitization programmes

Woman Study center organizes lectures and seminars on the subject for boys and girls and activities for women empowerment.

5.9 Students Activities

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

State/ University level

04

National level

02

International level

02

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	762	775530/-
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: \_\_\_\_\_nil\_\_\_\_\_

## Criterion – VI

### **6. Governance, Leadership and Management**

6.1 State the Vision and Mission of the institution

**Vision:** To be a pre-eminent educational institute where teaching

## 6.2 Does the Institution has a management Information System

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

### 6.3.1 Curriculum Development

Some of the faculty members contribute in framing the syllabi as they are the members of BOS.

### 6.3.2 Teaching and Learning

Traditional lecture method is supplemented by ICT and notes are made available in soft and hard forms.

### 6.3.3 Examination and Evaluation

Zero malpractice. Barcode system adopted. Examination orientation for both students and newly recruited faculty.

### 6.3.4 Research and Development

Research guidance to faculty by peers.  
Availability of research facility as per demands and

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

Library is fully automated. N-list is used. ICT facility is used by faculty. There is ICT room especially constructed.

### 6.3.6 Human Resource Management

Induction is organized for newly appointed faculty. Faculty works in various committees to carry out the different responsibilities.

6.3.7 Faculty and Staff recruitment

Granted posts are already filled up. CHB teachers are selected and recruited by Management.

6.3.8 Industry Interaction / Collaboration

We have links with Textile mill, Soil Testing lab and university departments.

6.3.9 Admission of Students

P.G. admission are carried out by university. UG admissions are on merit as well as first come first serve basis.

6.4 Welfare schemes for

Teaching	02
Non teaching	02
Students	02

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	LIC	yes	Executive Director
Administrative	Yes	LIC	yes	Executive Director

6.8 Does the University/ Autonomous College declares 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?

NA

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

-

6.11 Activities and support from the Alumni Association

Participation in various academic and extension activities of college and departments.

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher association work together for students' development.

6.13 Development programmes for support staff

Orientation program for support staff and technological help by faculty to them.

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

Total clean and green campus.  
Waste water management.      Drip irrigation system.

## 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.

Academic diary and institutional API

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

Regular follow up of the action taken as per previous plan.

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

Eco-friendly campus.

Gender sensitizing program by Women Study Centre.

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

7.4 Contribution to environmental awareness / protection

The class rooms are airy ,spacious and full of natural light that saves energy. The students, faculty and support staff take part in cleanliness activity along with the especially

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:**

- Higher education in humanities, commerce and management and sciences with well-adjusted range of courses
- Job oriented courses like - Computer science, Biotechnology, Microbiology, Management, Chemistry, Bioinformatics and plant tissue culture and English.
- Availability of certificate, diploma and advanced diploma courses in various subjects

- Well qualified, dedicated and research oriented teaching faculty
- Growing awareness and interest for ICT enabled teaching among faculty
- Availability of sufficient number of funds from UGC for research and development of college
- Availability of ‘State of art’ infrastructure with ample facilities at college
- Well-furnished laboratories with advanced equipments
- Proactive management
- Eco-friendly developmental approach and conduction of abundant outreach programs and activities

#### **WEAKNESSES:**

- No academic flexibility.
- Considerable numbers of contract basis teachers
- Rural location of college limits frequent visits of eminent, distinguished academicians and scientist.
- Limited scope for future expansion in existing building
- Less job opportunity at local level
- Limited scope for consultancy

#### **OPPORTUNITIES**

- Strengthening ICT enabled teaching and learning
- Increased awareness about higher education among society, encouraged by national and state government policy in terms of financial provision and subsidiary endowment.
- Graduation courses can be extended up to post graduation and research level
- Inclusion and incorporation of certificate, diploma and advanced diploma courses to increase the employability of student
- Enhancement of concealing and consultancy services
- Scope for development of social and industrial network

#### **CHALLENGES:**

- Major admission flow is diverted to professional courses –engineering and pharmacy.
- Availability of several traditional colleges in vicinity that create competitive stress
- Students with rural and tribal background and they are academically deprived
- No non-salary grants

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

To initiate new programs like B.Sc. and M.Sc. in mathematics.

To organize UGC sponsored National Conferences.

Name \_\_\_\_\_

Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of the Coordinator, IQAC*

\_\_\_\_\_  
*Signature of the Chairperson, IQAC*

\_\_\_\_\_\*\_\*\_\*\_\_\_\_\_  
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