

**ANNUAL QUALITY ASSURANCE REPORT**  
**(AQAR) of the IQAC**  
**[2012 - 2013]**

**Submitted by**  
**Internal Quality Assurance Cell**  
**SHARADCHANDRAJI PAWAR COLLEGE, JEJURI**  
**Ta. Puarandar, Dist. Pune, Maharashtra**

**Submitted to**  
**National Assessment and Accreditation Council**  
**[NAAC], Bangalore**

**Part – A**

**1. Details of the Institution**

1.1 Name of the Institution

Acharya Atre Development Trust Purandar's  
**SHARADCHANDRAJI PAWAR COLLEGE, JEJURI**

1.2 Address Line 1

Chinch Baugh

Address Line 2

Kadepathar Road, Jejuri,

City/Town

Tal. Purandar, Dist. Pune

State

Maharashtra

Pin Code

412303

Institution e-mail address

s.p.collegejejuri@gmail.com

Contact Nos.

02115253247

Name of the Head of the Institution:

Dr. Sushama Chaphalkar

Tel. No. with STD Code:

02115253247

Mobile:

09890337759

Name of the IQAC Coordinator:

Dr. Balaji G. Natkare

Mobile:

09421056581

IQAC e-mail address:

iqacspcollegejejuri@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

GJCOGN10751

1.4 NAAC Executive Committee No. & Date:

Sharadchandraji Pawar College, Jejuri

(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.spcollegejejuri.edi.in

Web-link of the AQAR:

[http://www.spcollegejejuri.edu.in/iqac\\_programme.php](http://www.spcollegejejuri.edu.in/iqac_programme.php)

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	--	2004	2009
2	2 <sup>nd</sup> Cycle	--	--	--	--
3	3 <sup>rd</sup> Cycle	--	--	--	--
4	4 <sup>th</sup> Cycle	--	--	--	--

1.7 Date of Establishment of IQAC: DD/MM/YYYY

20/06/2004

1.8 AQAR for the year (for example 2010-11)

2012- 2013

**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 **2004-05** submitted to NAAC on 24/09/2016
- ii. AQAR **2005-06** submitted to NAAC on 24/09/2016
- iii. AQAR **2006-07** submitted to NAAC on 24/09/2016
- iv. AQAR **2007-08** submitted to NAAC on 24/09/2016
- v. AQAR **2008-09** submitted to NAAC on 24/09/2016
- vi. AQAR **2009-10** submitted to NAAC on 24/09/2016
- vii. AQAR **2010-11** submitted to NAAC on 24/09/2016
- viii. AQAR **2011-12** submitted to NAAC on 30/03/2017
- ix. AQAR **2012-13** submitted to NAAC on 30/03/2017
- x. AQAR **2013-14** submitted to NAAC on 30/03/2017
- xi. AQAR **2014-15** submitted to NAAC on 30/03/2017
- xii. AQAR **2015-16** submitted to NAAC on 30/03/2017

**1.10 Institutional Status- Affiliated to Savitribai Phule Pune University, Pune**

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

**1.11 Type of Faculty/Program**

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)**

**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="text" value="-----"/>	UGC-CPE	<input type="text" value="-----"/>
DST Star Scheme	<input type="text" value="-----"/>	UGC-CE	<input type="text" value="-----"/>
UGC-Special Assistance Program	<input type="text" value="-----"/>	DST-FIST	<input type="text" value="-----"/>
UGC-Innovative PG programs	<input type="text" value="-----"/>	Any other (Specify)	<input type="text" value="-----"/>
UGC-COP Programs	<input type="text" value="-----"/>		

**2. IQAC Composition and Activities**

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="01"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="Nil"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="Nil"/>
<b>2.8 No. of other External Experts</b>	<input type="text" value="02"/>
<b>2.9 Total No. of members</b>	<input type="text" value="12"/>
<b>2.10 No. of IQAC meetings held</b>	<input type="text" value="02"/>

**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

- |  |
|--|
| a. Disaster Management Workshop<br>b. Personality Development Workshop |
|--|

### 2.14 Significant Activities and contributions made by IQAC

- |   |
|---|
| a. The IQAC continued with its activities.<br>b. SWOT analysis of the college<br>c. Imparting value based Education |
|---|

### 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 \*

Sr. No.	Plan of Action	Achievements
01	Academic Calendar	To support various types of activities, IQAC in consultation with the Principal and head of departments prepared academic calendar.
02	To conduct two days' workshop on 'Disaster Management'.	On 22 <sup>nd</sup> and 23 <sup>rd</sup> February 2013 two days' workshop on 'Disaster Management' was jointly organized by Department of Students Welfare and Department of Physical Education. Mr. Jayant Dophe, the expert in adventure sports, was invited as a resource person. He gave practical and theoretical information and instructed the participants how to escape from disastrous situation. The students and participated teachers were benefited of this workshop.
03	Feedback on Teaching	Analyzed report prepared by the Feedback committee was discussed in the meeting and asked the head of respective department to communicate to respective faculty members.

04	To arrange past students meet in the college.	On 10/04/2013 past students meet was arranged in the college. 75 past students working in and around Jejuri in various fields were present for the meet. The meet helped us to know the progress of the students and it helped us to inspire the current students.
05	To arrange Value Education Workshop	On 19/01/2013, a one day workshop on 'Value Education' was arranged in collaboration with NSS, University of Pune. 75 students from various neighboring colleges were actively participated. The value of human value was imbibed among the participants.

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

[Note: Academic calendar for the academic year 2012-13 is attached- Annexure - 2]

**2.15 Whether the AQAR was placed in statutory body**      Yes       No

Management [LMC]       Syndicate       Any other body

Provide the details of the action taken

In the beginning of the academic year 2004-2005, it was unanimously decided by Local Management Committee dated on 23/09/2003 by meeting No.16.

## 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
PhD	--	--	--	--
PG	--	--	--	--
UG	06	--	--	--



PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
<b>Total</b>	06	--	--	--

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

Pattern	Number of programmes
Semester	--
Trimester	---
Annual	06

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

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

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

Syllabus for UG classes has been updated for First Year for all subjects (as per directives of the University of Pune).

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

Nil

## Criterion – II

### 2. Teaching, Learning and Evaluation

**2.1 Total No. of permanent faculty**

Total	Asst. Professors	Associate Professors	Professors	Others
13	12	--	--	01

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

03

**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
--	--	--	--	---	--	--	--	--	--

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

10

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**2.5 Faculty participation in conferences and symposia:**

No. of Faculty	International Level	National Level	State Level
Attended Seminars/	01	03	02
Presented papers	01	05	01
Resource Persons	00	00	00

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

Renowned teachers of the neighboring college are compiling e-content for their subjects / topics, especially at the UG level meet the need of the FYBA's new syllabus introduced since this year.

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

190

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

- |  |
|--|
| <p>a. Multiple choice based questions for internal assessment of students<br/>                 b. Seminars, Tutorials, Group Discussions, Projects, etc.</p> |
|--|

**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**

**2.11 Course/Program wise distribution of pass percentage:**

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A. Marathi	11	01	03	06	01	00
B.A. Hindi	21	02	07	08	01	00
B.A. English	20	02	07	05	04	00
B.A. Politics	25	00	09	09	06	01
B.A. Psychology	56	19	21	14	02	00
B.A. Economics	28	01	05	05	13	04

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

- |  |
|--|
| <p>a. Feedback on teaching for all programs.<br/>                 b. Analysis of each department in formally held meeting by the head of the institution.<br/>                 c. Communicating the result of analysis to the respective teacher/department.<br/>                 d. Yearly Evaluation of teaching and research activities through self-appraisal.</p> |
|--|

**2.13 Initiatives undertaken towards faculty development 02**

<i>Faculty / Staff Development Programs</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Program	00
HRD programs	00
Orientation programs	00
Faculty exchange program	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

**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	01	01	Nil
Technical Staff	13	Nil	Nil	Nil

**Criterion – III**

**3. Research, Consultancy and Extension**

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

- |  |
|--|
| <ul style="list-style-type: none"> <li>a. Research has always been one of the strengths of the college.</li> <li>b. The Research Committee has been strengthened and active researchers included in this Committee.</li> <li>c. All research proposals are screened, approved and submitted to various funding agencies (BCUD of University of Pune) for financial support.</li> <li>d. IQAC helps to scrutinize all the research papers, proposals, etc.</li> <li>e. Teachers will present their research on a common platform in the college.</li> </ul> |
|--|

### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	Nil	Nil	Nil	Nil
Outlay in Rs. Lakhs	Nil	Nil	Nil	Nil

### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	Nil	Nil
Outlay in Rs. Lakhs	40000	125000	Nil	Nil

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	08	05	Nil
Non-Peer Review Journals	Nil	Nil	Nil
e-Journals	04	Nil	Nil
Conference proceedings	Nil	04	Nil

### 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	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	2012-13	BCUD	125,000	65,000
Students research projects (other than compulsory by the University)	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	125,000	65,000

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

ii) Without ISBN No.

**3.8 No. of University Departments receiving funds from**

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

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

**3.10 Revenue generated through consultancy**

**3.11 No. of conferences organized by the Institution**

Level	International	National	State	University	College
Number	Nil	Nil	Nil	Nil	Nil
Sponsoring agencies	Nil	Nil	Nil	Nil	Nil

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

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

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

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

From funding agency  From Management of University/College   
Total

**3.16 No. of patents received this year**

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialized	Applied	Nil
	Granted	Nil

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

Total	International	National	State	University	Dist	College
Nil	Nil	Nil	Nil	Nil	01	Nil

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**

- Tree plantation around Jejuri
- Snake Awareness
- Health Awareness Program
- Competitive Examination Centre for the students of Jejuri vicinity

**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	7.10 Acre	Nil	AAVPP	7.10 Acre
Class rooms	12	05	AAVPP	17
Laboratories	Nil	Nil	---	Nil
Seminar Halls	01	Nil	AAVPP	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	01	Nil	AAVPP	01
Value of the equipment purchased during the year (Rs. in Lakhs)	0.5	Nil	AAVPP	0.5
Others	Nil	Nil	---	Nil



#### 4.2 Computerization of administration and library

- a. The administrative section of the college, including the office has strengthened the use of the *Vriddhi* software (management of the data regarding students, teachers, all Government Resolutions, roll calls, etc.) by making it available to the Heads of Departments and all office bearers.
- b. The Library is also making efficient use of this software for accession records and inventory.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2012	124286	69	11747	2081	136033
Reference Books	1905	244974	52	16353	1957	261327
e-Books	300	--	100	--	400	--
Journals	290	54119	37	11795	327	65914
e-Journals	00	00	00	00	00	00
Digital Database	00	00	00	00	00	00
CD & Video	00	00	00	00	00	00
Others (specify)	00	00	00	00	00	00

#### 4.4 Technology up gradation (overall)

	Total Computer s	Compute r Labs	Internet	Browsin g Centres	Compute r Centres	Offic e	Depart - ments	Othe rs
Existin g	08	01	01	01	01	01	04	--
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	--
Total	08	01	01	01	01	01	04	---

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

IQAC has inspired teaching and administrative staff to acquire computer skills. Computer, internet access, training to teachers and students and any other program for technology up-gradation (Networking, e-Governance, etc.) are the major factors.

4.6 Amount spent on maintenance in lakhs:

i) ICT	112000
ii) Campus Infrastructure and facilities	625000
iii) Equipments	220000
iv) Others	50000
<b>Total:</b>	10, 70,000

**Criterion – V**

**5. Student Support and Progression**

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

- a. The facilities provided by college to students are described in college prospectus.
- b. The IQAC in conjunction with the college office discussed the enhancement of student support services, including smoother admission processes, library facilities, examination procedures, canteen facilities, etc.
- c. The Examination Section has been streamlined so that students have no difficulty in putting in various applications and accessing results.

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

- a. Result database in the departments.
- b. Analysis of students' feedback.

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

UG	PG	Ph. D.	Others
385	Nil	Nil	Nil

(b) No. of students outside the state

(c) No. of international students

No	%	Men	No	%	Women
186	48		199	52	

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physicall y Challeng ed	Total
256	06	00	36	00	298	327	12	00	46	00	385

Demand ratio 1:1      Dropout % 30

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

- |  |
|--|
| <ul style="list-style-type: none"> <li>a. Interaction with experts and academician in various fields.</li> <li>b. Making books available for competitive examination.</li> </ul> |
|--|

No. of students beneficiaries

150
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**5.5 No. of students qualified in these examinations**

NET	Nil	SET/SLET	02	GATE	Nil	CAT	Nil
IAS/IPS etc	Nil	State PSC	Nil	UPSC	Nil	Oth	Nil

**5.6 Details of student counseling and career guidance**

- |   |
|---|
| <ul style="list-style-type: none"> <li>a. Department of psychology conducts formal counselling sessions for the students.</li> <li>b. Teachers also guides to our students in the classroom about their career.</li> <li>c. Conducing guest lecturers of renowned experts.</li> </ul> |
|---|

No. of students benefitted

70-75    Approximately
------------------------

### 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
Nil	Nil	Nil	Nil

### 5.8 Details of gender sensitization programs

Gender sensitization programs, especially for lady students, is conducted through:

- a. *Vidyarthini Manch* (which conducted 3 programs)
- b. *Nirbhaya* (which conducted 4 programs regarding prevention of sexual harassment on campus.
- c. A special program (*Jagar Janivache*) was conducted in which lady students' responses to their experience on campus with respect to equity and gender bias was obtained.

### 5.9 Students Activities

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

State/ University level  National level  International level

No. of students participated in cultural events

State/ University level  National level  International level

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

Sports: State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	00	00
Financial support from government	58	245355
Financial support from other sources	00	00
Number of students who received International/ National recognitions	00	00

### 5.11 Student organized / 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

##### **Our Mission**

To Accelerate Rural Development through Education, Arts, Sports and Culture

##### **Our Goals**

- a. To impart quality education through traditional and innovative learning practices.
- b. To provide a dynamic and creative academic environment, to tap and nurture talent for the development of professional skills and an all-round personality.
- c. To inculcate good moral values and a sense of nationalism, in keeping with the glorious heritage of the institute.

## **6.2 Does the Institution has a management Information System**

Nil

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

### **6.3.1 Curriculum Development**

Improvement strategies are centered on the involvement of teachers in curriculum development. BOS member, Dr. Arun Kolekar and other Teachers partially from Arts Faculty are involved in curriculum design and development at the University level. These teachers play a crucial role in adapting the curriculum to contemporary needs.

### **6.3.2 Teaching and Learning**

Teachers are encouraged and do use latest text and reference material for their classroom work. The college positively contributes to obtaining the latest text material through the various libraries. All departments are motivated to use research articles and incorporate them in their teaching learning process. Teachers are also encouraged to train students to use maximum reference books to enrich their subject knowledge.

### **6.3.3 Examination and Evaluation**

Quality improvement in Examination and Evaluation is restricted, mostly because of the regulations of the University of Pune. However, teachers are free to assess students in their own innovative manner through extra tests, quizzes, group discussions, etc. at the departmental level. All departments conduct these exercises either routinely or through their student association activities.

### **6.3.4 Research and Development**

- a. Administrative support for teachers undertaking research.
- b. Sensitizing and motivating young teachers to do research.
- c. The institution and its teachers have realized that resource generation and qualification improvement both can be achieved through obtaining research projects from different funding agencies.
- d. As a result, the institution has seen a marked increase in research this year with significant publication output, in terms of both quality and quantity.

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

- a. The college is located into remote and rural developing area. Therefore, Quality improvement in these areas has been relatively less. However, The College is now planning to be on-line in all their critical procedures such as admissions and office records. The internet network is made available at all nodal points in the college (Office, Examination Section and Library).
- b. Library cataloguing and record keeping is all being software based.

### **6.3.6 Human Resource Management**

- a. The process of hiring and developing employees to become more valuable to the college is our primary focus. The college does not hire without the essential credentials and they are hired on consolidated pay basis. Prospective employees are critically interviewed for relevant work in an effort to ensure that the quality of work is not compromised in any way.
- b. Yearly appraisals for all teaching, administrative and other non-teaching staff are done. Benefits and salary increments are given depending on performance.
- c. Disputes are resolved centrally by a committee set up for the purpose. Representation for all personnel is facilitated through the Local Managing Committee, which meets as required.
- d. Communication to all personnel is achieved through the hierarchy of the college; Principal through the Heads of Departments and Head Clerk to the staff (teaching and non-teaching).

### **6.3.7 Faculty and Staff recruitment**

- a. Faculty and staff recruitment is done as per State Government and University of Pune Rules and Regulations. The Roster system is updated at each phase of recruitment. Proper advertisements are published for every post.
- b. As mentioned earlier, recruitment is planned for permanent rather than temporary employment. Only adequately qualified personnel are recruited.

### **6.3.8 Industry Interaction / Collaboration**

- a. Interactions are facilitated more widely through Special Lectures, Memorial Lectures and alumni in industry, who help the institution with placement or counselling.

### 6.3.9 Admission of Students

- |   |
|---|
| <ul style="list-style-type: none"> <li>a. First-come-first Admission Process for undergraduate students.</li> <li>b. Counseling to students to choose appropriate special subjects and general subjects in Arts.</li> <li>c. Transparency in the admission procedure is maintained by regular notifications of number of seats filled and available, throughout the admission process.</li> <li>d. Student help centers are available at the time of admission, with teachers helping the students in the filling of Forms, etc.</li> <li>a. Besides all this, detailed information of the admission process is published and updated regularly on the college notice board.</li> </ul> |
|---|

### 6.4 Welfare schemes for

Teaching	Acharya Atre Teaching and Non-teaching Credit Cooperative Society, Saswad
Non-teaching	Acharya Atre Teaching and Non-teaching Credit Cooperative Society, Saswad
Students	Nil

### 6.5 Total corpus fund generated

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6.6 Whether annual financial audit has been done  Yes  No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	University of Pune	Yes	IQAC
Administrative	Yes	University of Pune	Yes	AAVPP



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

For UG Programs      Yes       No

For PG Programs      Yes       No

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

Not applicable

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

Not applicable

**6.11 Activities and support from the Alumni Association**

- a. Regular meetings of Alumni Association.
- b. Financial support to needy students.

**6.12 Activities and support from the Parent – Teacher Association**

We have formed Parent Teacher Association but do not conduct any formal activities. However, our principal and some selective staff visits student's parents and try to learn the various problems of the students and plans to find solutions.

**6.13 Development programs for support staff**

Nil

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

Green and clean campus

## 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.**

1. **Interaction among Alumni in Alumni meetings** - College has taken initiative in gathering past students for interactions. Interaction among themselves resulted in to career advancement inspiration and discussion about various career opportunities.
2. **Student Complaint system:** College follows healthy environment about overall campus facilities where students can directly approach to the Principal, teachers, college office and Institute office for their issues without hesitation. The principal takes prompt action in genuine matters.

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

Plans were decided in first meeting of IQAC with all teaching staff members in the month of June of academic year 2012-13. Following actions were taken during the year to achieve the same.

- a. Intranet facilities
- b. Competence Development of Teachers
- c. Audio Visual Teaching Aids facility
- d. Alumni Association
- e. Parent Teachers Association
- f. Development of teaching modules

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

- a. Two Days Workshop on 'Disaster Management'.
- b. Publication of Teachers and Students articles in college magazine 'Atreya'.

**7.4 Contribution to environmental awareness / protection**

S.Y. B.A. Students have a compulsory (Graded) course in Environmental Awareness.

7.5 Whether environmental audit was conducted? Yes  No

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

SWOC of the College:

**Strengths:**

- a. Experienced and dedicated faculty.
- b. Research oriented faculty.

**Weakness:**

- a. Transport system for the rural area residing students.

**Opportunities:**

- a. To start our own buses to overcome transport problems.

**Challenges:**

- a. Financial situation of students and institution.

8. Plans of institution for next year

- a. The primary focus for the next academic year (2013-14) would be the preparations for the upcoming 2<sup>nd</sup> Cycle of NAAC Reaccreditation of the College.
- b. Continuation of Best Practices.

  
COORDINATOR  
Internal Quality Assurance Cell  
Sharadchandraji Pawar College, Jejuri

**Dr. Balaji G. Natkare**  
Signature of the Coordinator, IQAC



  
PRINCIPAL  
Sharadchandraji Pawar College, Jejuri  
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**Dr. Sushama Chaphalkar**  
Principal and Chairperson, IQAC

**Annexure I**

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

*Annexure II*

**Academic Calendar 2012-2013**

<b>First Term</b>	
<b>Week/Month</b>	<b>Activities</b>
20 June	Commencement of First Term
20 June	IQAC Meeting
21 June	Departmental Meetings
1 <sup>st</sup> week of July	Principal's Address
2 <sup>nd</sup> Week of July	Subject Knowledge Test
3 <sup>rd</sup> Week of July	Bridge Course
1 <sup>st</sup> week of August	Inauguration of all Department: Humanities, MPSC, Computer, NSS, NCC, YCMOU, Cultural Activity, Vidyarthini Munch, Students Council, etc
2 <sup>nd</sup> week of August	Tutorial I
13 <sup>th</sup> August	Visit to Marathi Literary Meet, Saswad
15 <sup>th</sup> August	Independence Day Celebration
5 <sup>th</sup> September	Teachers Day Celebration
1 <sup>st</sup> week of September	Teachers Academy: Group Discussion
14 <sup>th</sup> September	Hindi Day Celebration
4 <sup>th</sup> week of September	Departmental Tours
24 <sup>th</sup> September	NSS Day Celebration
1 <sup>st</sup> week of October	Screening of Movies Based on Prescribed Texts: English, Hindi, Marathi
2 <sup>nd</sup> October	Gandhi Jayanti Celebration
1 <sup>st</sup> week of October	Legal Literacy Lectures
3 <sup>rd</sup> to 5 <sup>th</sup> October	Dr Babasaheb Jaikar Lecture Series
15 <sup>th</sup> October Onwards	Term End Examination
1 <sup>st</sup> week of November	Answer Book Assessment
1 <sup>st</sup> November	Departmental Meetings
2 <sup>nd</sup> November	IQAC Meeting
5 <sup>th</sup> to 20 <sup>th</sup> November	Diwali Vacation
<b>Second Term</b>	
21 <sup>st</sup> September	Commencement of Second Term
21 <sup>st</sup> September	Departmental Meetings
26 <sup>st</sup> September	Declaration of Results
29 <sup>th</sup> November	IQAC Meeting
1 <sup>st</sup> December	Parents [Mothers] Meeting in College
21 <sup>st</sup> to 30 <sup>th</sup> December	NSS Special Winter Camp
1 <sup>st</sup> January	Screening of Movie on Mahatma Phule
4 <sup>th</sup> to 10 <sup>th</sup> January	Special Guidance Scheme
2 <sup>nd</sup> week of January	Tutorials II
7 <sup>th</sup> to 12 <sup>th</sup> February	Departmental Seminars, Workshops, Paper Presentation, Poster Presentation,
18 <sup>th</sup> February	Alumni Meet
22 <sup>nd</sup> to 23 <sup>rd</sup> February	Inter Collegiate Elocution and Essay

	Competition
4 <sup>th</sup> week of February	Personality Development Workshop
1 <sup>st</sup> March	Prize Distribution Ceremony
1 <sup>st</sup> to 10 <sup>th</sup> March	Teachers Evaluation Process
15 <sup>th</sup> March	Farewell Ceremony
16 <sup>th</sup> March	Departmental Meetings
22 <sup>nd</sup> March to 6 <sup>th</sup> April	Annual Examination of FYBA
15 <sup>th</sup> April to 5 <sup>th</sup> May	SYBA/TYBA Annual Examination
30 <sup>th</sup> April	IQAC Meeting and End of the Second Term