

“&ana,, iva&ana AaiNa sausaMskar yaasaazl iSaxaNap`saar”
iSaxaNamahYal- Da^.baapUjal
saaLuMKo

Shri Swami Vivekanand Shikshan Sanstha, Kolhapur’s

ARTS AND COMMERCE COLLEGE, NAGTHANE,

TAL. & DIST: - SATARA Pin code- 415519 (M. S.)

Accredited at “B” level by NAAC

TRACK ID: MHCOGN 20667

Annual Quality Assurance Report (AQAR)

For the year 2017-18

Prepared by

Internal Quality Assurance Cell (IQAC)

Submitted to

**NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL,**

(NAAC) NAGARBHAVI, BANGALORE

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

AQAR for the year

2017-18

1. Details of the Institution

1.1 Name of the Institution

Arts and Commerce College, Nagthane

1.2 Address Line 1

Near Asian Highway No. 47

Address Line 2

Tal. & Dist. Satara

City/Town

Nagthane

State

Maharashtra

Pin Code

415519

Institution e-mail address

acc_nagthane@yahoo.com

Contact Nos.

Office: (02162) 265077
Principal: 9850011264

Name of the Head of the Institution:

Dr. SUBHASH V. SHELAKE

Tel. No. with STD Code:

Office: (02162) 265077

Mobile:

09850011264

Name of the IQAC Coordinator:

PROF. SANDEEP K. LOKHANDE

Mobile:

9881421224

IQAC e-mail address:

accniqac@gmail.com

1.3 NAAC Track ID

MHCOGN 20667

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

<http://www.accnagthane.com>

Web-link of the AQAR:

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	2.36	2015	November 14, 2020

1.7 Date of Establishment of IQAC:

December 15, 2015

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 2015-16 submitted to NAAC on 04/01/2017
- ii. AQAR 2016-17 submitted to NAAC on 04/01/2017

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

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 (Phy. Edu.)
 TEI (Edn.) Engineering Health Science Management
 Others (Specify)

1.11 Name of the Affiliating University

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE
 DST Star Scheme UGC-CE
 UGC-Special Assistance Programme DST-FIST
 UGC-Innovative PG programmes Other (Specify)

UGC-COP Programme:

2. IQAC Composition and Activities

2.1 No. of Teachers	04 + 01	
2.2 No. of Administrative/Technical staff	01	
2.3 No. of students	01	
2.4 No. of Management representatives	01	
2.5 No. of Alumni	01	
2.6 No. of any other stakeholder and Community representatives	01	
2.7 No. of Employers/ Industrialists	01	
2.8 No. of other External Experts (Educationist)	01	
2.9 Total No. of members	12	
2.10 No. of IQAC meetings held	04	
2.11 No. of meetings with various stakeholders:	No.	06
Faculty	02	Non-Teaching Staff
		01
		Students
		02
Alumni	01	Others
		0
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="checkbox"/>
	No	<input checked="" type="checkbox"/>
If yes, mention the amount	Nil	
(i) No. of Seminars / Conferences / Workshops / Symposia organized by the IQAC:		
Total No..	7	
International	<input type="checkbox"/>	National
		2
State	<input type="checkbox"/>	Institution Level
		05

(ii) Themes:

1. E-Commerce,
2. Goods and Service Tax
3. New Framework of NAAC
4. Maharashtra University Act 2016
5. Need of Insurance
6. Challenges before the college Girl students
7. Changes in the Indian Constitution

2.14 Significant Activities and contributions made by IQAC:

1. Academic and Administrative Audit (AAA) is got done on 12/03/2018.
2. Annual Plan (Academic) is prepared and carried out accordingly
3. Continuous Internal Evaluation system for the students.
4. Five workshops were arranged under the Lead College Scheme of Shivaji University, Kolhapur.
5. College Team Participated in the Avishkar Research Competition at Satara district level and one student got the first position and she participated in the University Level Competition
6. Published College Annual *Shabdsavalya:2017-18*
7. Publication of Wall Papers.
 - Department of Marathi published Two Wallpapers.
 - Department of Hindi Published one Wallpaper.
 - Department of English published Two Wallpapers.
 - Department of Economics Published Two Wallpapers.
 - Department of History published Two Wallpapers.
 - Department of Political Science Published One Wallpaper.
 - Department of Sociology published Two Wallpapers.
 - Department of Commerce published Two Wallpapers.
 - Department of Geography published Two Wallpapers.
8. Organized following competitions in the institution:
 1. Recitation Competition
 2. Elocution Competition
 3. Essay Writing Competition
 4. Rangoli Drawing Competition
 5. Poetry Reading Competition
 6. Food Festival
 7. Drawing Competition
 8. Story Telling
 9. Reading Competition
 10. Quiz Competition

9. The Teams of the institution participated in the University Youth Festival Competition.
10. Participation of the students in Sports Competitions (Institution and University Level):
The teams of the institution participated in the following events:
ZONAL LEVEL:
 1. Kabbadi Zonal Competition
 2. Athletics: 400 Mtrs. Running Gold Medal
 3. Hurdles: 110 Mtrs. Silver Medal
 4. Hurdles: 400 Mtrs. Silver Medal
 5. Pole Vault: Silver Medal
 6. 10000 Mtrs. Running: Fourth Position
 7. 5000 Mtrs. Running: Fourth Position**INTER ZONAL:**
 8. Body Building Competition (90-95 Kilograms): Silver Medal
 9. Pole Vault: Silver Medal.
11. Introduced Skill- based Short Term Courses. They are as follow:
 1. Mehandi Painting
 2. Making Paper Bags
 3. Sugandhi Utane (for Diwali Festival)
 4. Training in Online Payment
12. Organized the Annual Prize Distribution Ceremony (APD). The event was organized on 30th January 2018.
13. Celebrated the Anniversaries of the National Leaders, Social Reformers, Educationists, and eminent personalities.
14. Exhibition of New Arrivals and Reference Books in the Central Library of the institution were organised. Following departments organized the Exhibitions:
 1. Department of English
 2. Competitive Examinations Guidance Cell
 3. Central Library
15. The Department of Commerce organized the special guidance classes for the alumni for the preparation for the NET and SLET.
16. Purchased and Installed the Sanitary Napkin Vending Machine in the Ladies' Room.
17. Purchased and Installed the Virgo Napkin Destroyer in the Women's Toilet.
18. Started the construction of the New Library Building and the separate Commerce wing building.

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 of IQAC	Achievements
1	Annual Academic Plan	Carried out as per the prepared plan in the beginning of the year.
2	Academic and Administrative Audit (AAA)	AAA was done by the Academic Cell of the Management on 12/03/2018. The management did the same by appointing the expert committee. The draft report of the visit was handed over to the Principal. A copy of the said report was sent to the Management for the further action.
3	Continuous Internal Evaluation of the students	Home Assignments, Seminars, Project Writing, Unit Tests, Open Book Tests, Surprise Tests, Moot Teaching, and Recitation Competitions etc. were periodically organized.
4	Organization of Workshops / Conference (under Lead College Scheme of Shivaji University, Kolhapur)	Five workshops were organized during the year under the Lead College Scheme of the University: <ol style="list-style-type: none"> 1 New Framework of NAAC 2 Maharashtra University Act 2016 3 Need of Insurance 4 Challenges before the college Girl students 5 Changes in the Indian Constitution
5	Organization of National Conferences / Seminars	Total Two National Conferences were held in the institution: <ol style="list-style-type: none"> 1. The Department of Economics organized a “One-Day National Seminar on Impact of E-Commerce on Indian Economy” organized on 15/02/2018. Total 68 delegates participated in the event. The special electronic issue having the impact factor 5.2 was Published 39 research articles were published. The ISSN of the same issue was 2277-8721. 2. The Department of Commerce organized a “One-Day National Seminar on Impact of GST on Business, Trade and Economy” organized on 15/02/2018. Total 52 delegates participated in the event. The special electronic issue having the impact factor 5.2 was Published 41 research articles were published. The ISSN of the same issue was 2277-8721.

6	Organization of the Workshops (as a part of Extension Activity)	<p>The institution organized two workshops as a part of the extension activity. They are as follows:</p> <ol style="list-style-type: none"> 1. General Medical Check-up and Medical Awareness Workshop held at the village Sonapur (Tal. Satara) on 19/09/2017. Total 169 women were benefited by this camp. The team of the doctors from the Satara Civil Hospital extended the cooperation. 2. Workshop on Goods and Service Tax held on 06/09/2017. Total 89 participants were participated. The businessmen from Nagthane and other nearby villages were participated. The experts in taxation were invited as the resource persons.
7	Research Activities	<ol style="list-style-type: none"> 1. Two Minor Research Projects are completed and submitted to the UGC (WRO, Pune) 2. Two minor Research Projects are in pipe for the approval of UGC 3. One Minor Research Project is about to complete. 4. One Research Project is sanctioned by Shivaji University, Kolhapur to Prof. K. S. Patil (Dept. of Economics) 5. Almost all the faculty members wrote Research Articles and presented / published them. 6. Two teams of the institution participated in the research oriented activity "Avishkaar" Competition Organized by Shivaji University, Kolhapur. One team got first prize in the same at the Satara District Level.
8	Publication of <i>Shabdsavalya:2017-18</i>	<p>The College Annual issue of <i>Shabdsavalya: 2017-18</i> was published in the Academic Year and sent to Shivaji University for the University Level Competition. It was published in April 2018.</p>
9	Publication of Wallpapers	<p>Following departments published the wall papers during the academic year:</p> <p>Department of Marathi published Two Wallpapers. Department of Hindi Published One Wallpaper. Department of English published Two Wallpapers. Department of Economics Published Two Wallpapers. Department of History published Two Wallpapers. Department of Political Science Published One Wallpaper. Department of Sociology published Two Wallpapers. Department of Commerce published Two Wallpapers. Department of Geography published Two Wallpapers. These wall papers were published with the auspicious hands of the Principal and the eminent guests.</p>

10	Organization of Various Competitions	Following competitions were held during the year by the respective committees: Elocution, Essay Writing, Recitation, Poetry Reading, Rangoli Painting, quiz, Cooking were organized.
11	Participation in the University Level Youth Festival	The students participated in the following competitions organized under the Youth Festival by Shivaji University, Kolhapur. <ol style="list-style-type: none"> 1. Group Song (6 Participants) 2. Elocution Competition (Marathi) (one participant) 3. Elocution Competition (Hindi) (One Participant) 4. Debating Competition (Marathi) (Two Participants) 5. Debating Competition (Hindi) (Two Participants) 6. Drawing (One Participant) 7. Photography (One Participant) 8. Quiz (Two Participants)
12	Participation of the students in the Sports events	The sportspersons of the institution participated in the following events at the Shivaji University Level: ZONAL LEVEL: <ol style="list-style-type: none"> 1. Kabbadi Zonal Competition 2. Athletics: 400 Mtrs. Running Gold Medal 3. Hurdles: 110 Mtrs. Silver Medal 4. Hurdles: 400 Mtrs. Silver Medal 5. Pole Vault: Silver Medal 6. 10000 Mtrs. Running: Fourth Position 7. 5000 Mtrs. Running: Fourth Position INTER ZONAL: <ol style="list-style-type: none"> 8. Body Building Competition (90-95 Kilograms): Silver Medal 9. Pole Vault: Silver Medal.
13	UGC Career Oriented Course	The Department of English conducted "A Certificate Course in "Spoken Communication in English"
14	Short-Term Course	The Department of English conducted "A Certificate Course in Basic English" mainly for the Part 1 students. 28 students were admitted for the said course.
15	Central Government Course	The Department of Hindi conducted "Saraswati Hindi Pariksha Certificate Course". 31 students were admitted for the course.
16	Skill-based self-funded Short Term Courses	Following Skill-based self-funded Short Term Courses were successfully organized during the year: <ol style="list-style-type: none"> 1. Mehendi Painting 2. Making Paper Bags 3. Sugandhi Utane (for Diwali Festival) 4. Training in Online Payment
17	Organization of Annual Prize Distribution Ceremony (APD)	The Annual Prize Distribution Ceremony (APD) 2017-18 was held on 30/01/2018. Mrs. Pratima Bhosale (Wai) was the chief guest of the function. Principal Mrs. Shubhangi Gawade, the

		Secretary of Shri Swami Vivekananda Shikshan Sanstha, Kolhapur presided over the function. All the rank holders and awardees were felicitated with certificates, mementoes and cash in the function.
18	Celebration of Anniversaries of the National Leaders, Social Reformers, Educationists, etc.	The anniversaries of the National Leaders, Social Reformers, Educationists, etc. were observed time to time by the Committee for Cultural Activities.
19	Examinations	All the university examinations were smoothly conducted. The departments organized Practice Examination before the University Examinations.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body? Yes / No YES

Management Syndicate Any other body CDC

Provide the details of the action taken

The report was placed before the honorable members of the Local Managing Committee. After the thorough discussion it was approved by the said committee. It was suggested to upload on the website of the Institution as well as be submitted to the NAAC.

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.	00	00	00	00
PG	01(M.Com)	00	00	00
UG	02	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	01 (COC)	00	00	01
Others	01 Basic English 01 Saral Hindi	00	01	01
Skill-Based Short Term Courses	04	00	02	02
Total	10	00	03	04
Interdisciplinary	07	00	00	07
Innovative	00	00	00	00

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

Elective Option: limited flexibility only for the B. A. courses is available.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02 (Arts & Commerce) 01(M.Com) YCMOU
Trimester	00
Annual	01 (Environmental Science) B.A. II

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.

1. Committees for the revision of the syllabus of various programmes are formed by the university. All the syllabuses are revised and updated after every three years.

2. Two faculty members of the Department of English and the Department of Sociology worked as the members of the Syllabus Revision Committee. They were the Coordinators of the Board of Studies of their respective subjects.

They are

1. Principal Dr. Ashok Karande (Department of English)
2. Prof. Dr. (Smt.) S. K. Mane (Department of Sociology)

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
19	13	05	00	01 Principal

2.2 No. of permanent faculty with Ph.D. 06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year 2017-18:

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
00	05	00	00	00	00	00	00	00	05

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

Guest Faculty : 00

Visiting Faculty (Clock Hour Basis): 04

Temporary Faculty (Physical Director): 01

1.5 Faculty participation in conferences and symposia: No. of Faculty and the No. of Academic Events participated by the Faculty):

No. of Faculty	International level	National level	State level	Other	Total
Attended Seminars / Workshops / Conferences	Faculty 2	Faculty 18	Faculty 05	Faculty 9	34
	No. 2	No. 28	No. 03	No. 37	70
Presented papers	Faculty 5	Faculty 10			15
	No. 7	No. 18			25
Resource Persons	00	Faculty 1	Faculty 1	00	2
	00	No. 1	03	00	4

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

1. Use of ICT
2. Experience Oriented Teaching (Bank and Marketing Experience)
3. Organization of Industrial Visits
4. Organization of Study Tours
5. Organization of Guest Lectures by all the departments
6. Organization of Workshops (Lead College Workshops 4)
7. Organization of Recitation Competition (Recitation of the poems prescribed for the syllabus)
8. Organization of Competitions: Essay Writing, Story Telling, Poetry Reading, English Reading, Elocution, Debate, Recitation of English Poems
9. Organization of Quiz Competition
10. Screening of the Films and Videos
11. Publication of Wallpapers by all the Departments
12. Moot Teaching
13. Community Oriented Workshops – 2

2.7 Total No. of **actual teaching** days during the academic year 2017-18:

219

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

1. Open Book Tests
2. Unit Tests
3. Oral Examinations
4. Practice Examinations
5. Seminars
6. Surprise Tests
7. Assignments
8. Project Writing
9. Re-evaluation
10. Photocopy of Answer-books
11. Bar Coding (Bar coding is used for assessing the university answer books.)
12. Central Assessment Programme (CAP)

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

<p>1. No. of faculty members involved in curriculum restructuring / revision / syllabus development</p> <ul style="list-style-type: none">i. Dr. (Smt.) Shailaja Mane (appointed as the Coordinator of Board of Studies in Sociology by Shivaji University, Kolhapur)ii. Dr. Subhash Shelake (appointed as the Member of Syllabus Committee for B. A. Part I in English by Shivaji University, Kolhapur)	<p>02</p>
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<p>2. No. of faculty members working on the BOS:</p> <ul style="list-style-type: none">i. Dr. Ashok Karande (Principal) (appointed as the Coordinator of Board of Studies in English by Shivaji University, Kolhapur)ii. Dr. (Smt.) Shailaja Mane (appointed as the Coordinator of Board of Studies in Sociology by Shivaji University, Kolhapur)	<p>02</p>
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<p>3. Members of the Curriculum Development Committee:</p> <ul style="list-style-type: none">i. Dr. (Mrs.) Shailaja Mane (appointed as the Coordinator of Board of Studies in Sociology by Shivaji University, Kolhapur)ii. Dr. Subhash Shelake (appointed as the Member of Syllabus Committee for B. A. Part I in English by Shivaji University, Kolhapur)	<p>02</p>
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2.10 Average percentage of attendance of students: **93%**

2.11 Course / Programme-wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Total no. of students cleared	Division				
			Distinction %	I %	II %	III %	Total Pass %
B. A. I	217	165	7.74	23.03	40.60	28.57	76.03
B. A. II	141	124	14.51	29.03	33.06	23.38	87.94
B. A. III	132	122	11.47	25.40	31.14	31.96	92.42
B. Com. I	137	131	08.39	21.37	24.42	29.00	83.20
B. Com. II	109	107	07.47	23.36	24.29	27.10	82.24
B. Com. III	84	74	05.40	25.67	20.27	5.04	56.75

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

1. Collects the Feed-back from the various stake holders.
2. Discusses and analyses the university examination results.
3. Suggests the Faculty members to use the ICT in the classes.
4. Suggests the Departments / Committees to organize the workshops.
5. Suggests all the Faculty Members to publish their research papers.
6. Suggests the members of the faculty to participate in the seminars, conferences, and workshops.
7. Suggests the Members of the faculty to organize the guest lectures at the departmental level.
8. The reports of all the above activities are collected time to time from all the concerned members of faculty.
9. Gets the Academic Year Plan prepared by the faculty.
10. Suggests the faculty to complete the syllabus according the Academic Year Plan.
11. Suggests the faculty to introduce the activity oriented teaching -learning process.
12. Motivates the faculty to impart the instructions offering the students the opportunity of having the practical and on-field experiences.

2.13 Initiatives undertaken towards faculty development:

Faculty / Staff Development Programme	Number of faculty benefitted
Refresher Courses	00
UGC – Faculty Improvement Programme	00
HRD Programme	00
Orientation Programme	02
Faculty Exchange Programme	00
Staff Training Conducted by the University	00
Staff Training Conducted by other Institutions	00
Summer / Winter Schools, Workshops, etc.	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	03	00	00
Technical Staff	00	00	00	00

Criterion – III

Research, Consultancy and Extension:

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

1. The institution constituted the Institutional Research Committee
2. The Souvenir of One Day National Conference on **E-Commerce** (Organized by the Department of Economics) is published in ELECTRONIC INTRNATIONAL INTERDISPLINARY RESEARCH JOURNAL (EIIRJ) ISSN 2277-8721, UGC Approved No. 48833, Impact Factor: 5.20.
3. The Souvenir of One Day National Conference on GST (Organized by the Department of Commerce) is published in ELECTRONIC INTRNATIONAL INTERDISPLINARY RESEARCH JOURNAL (EIIRJ) ISSN 2277-8721, UGC Approved No. 48833, Impact Factor: 5.20.
4. The Faculty members were granted the duty leave for attending / participating in the conferences / seminars / workshops.
5. We promote the research activities under taken by the faculty.
6. The institution allows the faculty and the students to visit the universities and the various research centres for their research work and research projects
7. The faculty was sanctioned the study leave / on duty leave to attend the Refresher / Orientation Programmes.
8. The institution worked as the host college for the organization of Satara District Level Avishkar research competition under the guidance of Shivaji University, Kolhapur.
9. The IQAC provided the internet facility, computers, and printers in the cabins of all the departments. In addition to this, the cell has provided all the above facilities to the students in the college central library.
10. The IQAC helped to organize five workshops under the Lead College Scheme of the university. All the workshops were organized by the Lead College Committee of the institution.
11. The IQAC suggested all the departments of the institution to organize the guest lecturers of the eminent persons in their respective subjects.
12. The IQAC suggested constructing the new building for the institutional library.
13. The cell also suggested constructing the new building for the Commerce Stream.

14. The cell supported the faculty and staff to participate in the national Conferences / Seminars / workshops and training camps.
15. The cell motivated the faculty and the students of the Department of History to make a video film on their visit to the historical well in the village Ganeshwadi (near Nagthane).
16. The cell suggested the faculty and the students to make a short film on any social problem.

3.2 Details regarding major projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs	00	00	00	00

3.3 Details regarding minor projects:

	Completed	Ongoing	Sanctioned	Submitted
Number	02	03	01	02
Outlay in Rs. Lakhs	4,50,000	3,20,000	50,000	4,50,000

9.4. Details on research publications:

Papers published in	International level	National level	Other
Peer Review Journals	15	03	00
Non-Peer Review Journals	00	00	00
e-Journals	01	00	00
Conference proceedings	00	04	00

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 Rs./-
Major projects	00	00	00	00
Minor Projects	Two Years	University	50000	50000
Interdisciplinary Projects	00	00	00	00
Industry sponsored	00	00	00	00
Projects sponsored by the University/ College	00	00	00	00
Students research projects (other than compulsory by the University)	00	00	00	00
Any other(Specify)	00	00	00	00
Total	Two years	UGC	50,000	50000

3.7 No. of books publishedi) 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 / workshops organized by the institution:**

Level	International	National	State	University	College
Number	00	02	00	05	00
Sponsoring agencies	00	1) ICSSR 2) Self funded	00	Lead College Scheme of University	00

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: NIL**

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

Total	International	National	State	University	District	College
00	00	00	00	00	01	02

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

02 Faculty

08 Students

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

02

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF

01

 SRF

--

 Project Fellows

--

 Any other

--

Prof Sandeep Lokhande (Department of Commerce) was sanctioned the JRF

3.21 No. of students Participated in NSS events:

University level

00

 State level

00

National level

00

 International level

00

3.22 No. of students participated in NCC events:

University level

00

 State level

00

National level

00

 International level

00

3.23 No. of Awards won in NSS:

University level

00

 State level

00

National level

00

 International level

00

3.24 No. of Awards won in NCC:

University level

03

 State level

00

National level

00

 International level

00

3.25 No. of Extension activities organized

University forum

00

 College forum

02 Two workshops were organized

NCC

00

 NSS

10

 Any other

00

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

- Organized General Health Check-up Camp in the village Sonapur Tal. and Distt. - Satara
- Organized Blood Donation Camp in the institution
- Organized the HB Test Camp for the girl students in the institution/.
- Organized Special Camp of NSS in Koparde (Dist. - Satara)
- Organized Food Festival in the college campus
- Vivekananda Bank of the students of the institution
- Tree Plantation Campaign in the college campus as well as Ganeshwadi, Koparde, Jambhalewad, Vekhandwadi, and Borgaon Police Station (Distt. - Satara)
- Undertook Bharat Swatcchata Abhiyan started by the Prime Minister of India
- Maintenance of Vaikunthbhumi (Crematorium) of Nagthane.
- The social survey undertook by the Department of Economics about the awareness of using the toilets by the villagers of Ganeshwadi.

Criterion – IV

Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	2.5 acres	00	00	2.5 Acres
Class rooms	16	00	00	16
Laboratories	01	00	UGC	01
Seminar Halls	01	00	Management	01
No. of important equipments purchased (\geq 1-0 lakhs) during the current year.	Xerox Machine 01 PCs 41 LCDs 06 Solar Energy Unit 01 Screens 06 Fire Extinguisher DVD CC TV Cameras Mike Set LAN	1. ext. hard disk, 2. ext. hard disk, USB 3.0 1TB 3. ext hard disk, 4. Tea double selection machine 5. vending machine for sanitary napkin 6. Napkin inclinorator MS MAX300 7. Intel core i3. 6 th generation 2 8. Canon can scan 9. HP Printer LaserJet 10. toilet block 11. computer desktop 12. toner cartage 13. HP LaserJet printer 14 HP Multifunctional printer 15 Dell projector	UGC Management	Xerox 01 PCs 42 LCDs 07 Solar 01 Screen 6 Fire Distinguisher 01 DVD 1 CC TV Cameras 1 Mike Set 1 LAN1 Printer 03 ext. hard disk 03 Tea machine 01 vending machine 01 Napkin inclinorator 01
Value of the equipment purchased during the year (Rs. in Lakhs)	---	Rs. 6,82,050	Self	Rs. 6,82,050
Others Furniture, Water Purifier	Rs. 91295	00	Self	Rs. 91,295
LED Projector	08	00	-	08
Construction of New Library Building (Under Construction)	In one classroom	Sq. Feet 4000	College and Management	Rs. 50,00,000
Commerce Wing	Old Building	New Building	College and Management	Rs. 45,00,000

1.2 Computerization of administration and library:

1. Library is computerized. LIBMAN software is installed and used for daily functioning of the library
2. Free Internet facility is provided in the library for all the students.
3. Administration process of the institution is partially computerized. Software used for the office administration is “Office Management Office”.
4. Examination process is computerized.
5. College admission process is totally computerised.
6. Scholarship process is fully computerized.
7. The entire campus of the institution is under the surveillance of the CCTV.
8. The Internet connectivity is provided in almost all the classes, library, and administrative block.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value Rs.	No.	Value Rs.	No.	Value Rs.
Text Books	3729	3,36,046	00	00	3729	3,36,046
Reference Books	187	50,133	494	2,41,132	1681	2,91,265
e-Books	13500	5,900	0	00	13500	5,900
Journals	12	6,700	02	00	14	5,928
e-Journals	6000	5,900	00	00	6000	5,900
Digital Database	00	00	00	00	00	00
CD & Video	52	5,250	00	00	50	5,250
Others (specify)	00	00	00	00	00	00

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	41	01	Yes (2)	Yes (14)	01	01	08	01
Added	00	00	00	00	00	00	00	00
Total	41	01	Yes (2)	Yes (14)	01	01	08	01

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

1. Tally-ERP 9.2 Course is started.

2. ICT training was given to the staff and the faculty.
3. Internet access is made available for the students in the library.
4. Internet facility is made available in all the departments.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.24455
ii) Campus Infrastructure and facilities	0.12040
iii) Equipments	0.44800
iv) Others	1.93112
Total:	2.74407

Criterion – V

Student Support and Progression

5.1.1 Contribution of IQAC in enhancing awareness about Student Support Services:

1. Availability of bicycles to the needy girl students coming from the nearby villages.
3. One student is adopted by Shri Manohar Salunkhe (local member of the LMC of the institution). All the educational expenditure of the said student was borne by him.
Name of the Student: Miss Pooja Mahdik
4. Support from the Students' Aid Fund (S. A. F.) to the poor and needy students of the college.
5. Educational Loan facility available to the needy student from the Vivekananda Bank which is driven by student.
6. Time to time the different agencies like centre, state and university gives various scholarships. This information is spread through notice to the students.
7. Free Internet facility to the students in the library
8. Reprographic facility for the students
9. Competitive Exam guidance centre is making available to students with nominal fees.
Under this centre the guidance is provided to the students for various exams like UPSC, MPSC, IBPS and other competitive exam.
10. Separate library for competitive exam students make available for betterment of study.
11. Double selection Tea and coffee machine make available to the students at nominal price.
12. The sanitary napkin wending machine and napkin destroyer machine is make available for girl students.
13. Best N. S. S. Volunteers Awards (Three Boys and Three Girl Volunteers)
14. Awards to the students securing the first positions in Last Year exams of B. A. and B. Com.
15. Earn and Learn Scheme in the library.
16. Buy-Read-Discuss-Donate Scheme (Students' Library) for the students.
17. Special Training to the sports persons for the entry in Army and Police Services.

5.2 Efforts made by the institution for tracking the progression:

1. Counseling the final year students for their higher education.
2. Counseling the students for their jobs and career development
3. Organization of the Parents' meets
4. Organization of the Alumni Meet
5. Feedback from the stake holders.
6. Practice Examinations are held
7. Guidance for the preparation for competitive examinations through Competitive Examination Guidance Centre

5.3 (a) Total Number of students:

UG	M. Com. (Y. C. Open University)	Ph. D.
838	16	00

(b) No. of students outside the state 00

(c) No. of international students 00

Only Regular Programmes % (2017-18)

	Number	%		Number	%
Men	300	35.79	Women	538	64.20

Last Year 2016-17						This Year 2017-18							
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	NT	OBC	SBC	Physically Challenged	Total
604	91	00	120	00	815	491	77	00	13	83	06	03	838

Demand ratio 1:1

Dropout % 2

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

1. The college has a "Competitive Examination Guidance Centre".
2. The regular coaching / lectures / lectures by the eminent experts are organized.
3. The institution has a separate section of the books of Competitive Examinations.

4. The institution provides reading material / books / periodicals / free internet access newspapers, etc. to the students.
5. Under this centre the guidance is provided to the students for various exams like UPSC, MPSC, IBPS and other competitive exam.
6. The personnel working in the Civil Services are invited to deliver lectures and guide the students.

No. of students beneficiaries:- 1) Competitive Exam Guidance Centre

2) IBPS Guidance Centre

5.5 No. of students qualified in these examinations:

NET	<input style="width: 100%;" type="text"/>	SET/SLET	<input style="width: 100%;" type="text"/>	GATE	<input style="width: 100%;" type="text"/>	CAT	<input style="width: 100%;" type="text"/>
IAS / IPS etc	<input style="width: 100%;" type="text"/>	State PSC	<input style="width: 100%;" type="text"/>	UPSC	<input style="width: 100%;" type="text"/>	Others	<input style="width: 100%;" type="text"/>

5.6 Details of student counseling and career guidance:

1. B. A. III and B. Com. III students were counselled for their career development.
2. Guidance was rendered to the students for getting admission for the P. G. Courses
3. Guidance for the preparation of the Entrance Examination of PG courses.
4. Placement services are provided. The Kotak Mahindra organized the campus interview in the college and selected 23 students of the institution.

No. of students benefitted:

5.7 Details of campus placement:

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	110	23	00

5.8 Details of gender sensitization programmes:

1. HB count for the girl students was organized.
2. Sachetana Mandal Committee organized lectures mainly for girl students.
3. Short term skill development courses were organized.
4. Traditional folk songs training programme was organised for the girl students.
5. Self-defence course was conducted for girl students.

6. Lecture was organized on Challenges before college girls students

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: (2017-18 received):

	Number of Students	Amount in Rs.
Financial support from institution (S. A. Fund)	03	9,130
Financial support from government (S. C. Scholarship)	75	9,20,000
Financial support from government (O.B. C. Scholarship)	52	65,428
Financial support from government (N.T. Scholarship)	32	41,262
Financial support from government (S.B. C. Scholarship)	00	00
Financial support from government (S. C. Free-ship)	00	00
Financial support from government (O.B. C. Free-ship)	02	1,214
Financial support from government (S. B. C. Free-ship)	01	1,214
Financial support from government (N. T. Free-ship)	01	1,214
Financial support from other sources (Student Mentoring)	00	00
Number of students who received International/ National recognitions	00	00
University Scholarship	01	10,000
Economic Backward Class Scholarship	314	14,130
TOTAL	490	10,22,330

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

No grievance was reported by the students. So there was no question of redressal.

Criterion – VI

Governance, Leadership and Management:

6.1 State the Vision and Mission of the institution:

Vision:

“Overall development of the students through quality education in the context of global knowledge society”

Mission:

To encourage and insist on the Excellence and Commitment, on developing initiative, creativity, planning and scientific attitude and act with wisdom, with information, with concern for duty, with love for learning and with an urge to make Arts and Commerce College, Nagthane a centre with difference and to be an Indian with a difference.

6.2 Does the Institution has a Management Information System: YES

1. Internal Quality Assurance Cell (IQAC) of the institution
2. Region-wise meetings of the Management
3. Principal’s meetings with the Management
4. Annual Academic and Administrative Audit (AAA) by the Academic Cell of the Management
5. As per Maharashtra University Act 2016 the College Development Committee is formed

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

6.3.1 Curriculum Development:

1. Two faculty members are the members of the University syllabus committee.
2. All the faculty members participated in different conferences, seminars, workshops.
3. All the teaching and Non-teaching staff was actively participated in the organization of the academic events of the Management.
4. The suggestions regarding the syllabus are communicated to the University in writing.

6.3.2 Teaching and Learning:

1. Almost all Faculty of the institute is ICT enabled and regularly use ICT equipments as a medium of teaching (LCD Projectors, computers, television, internet, CDs and DVDs.)
2. In library of the institute the facility of INFLIBNET is available. Faculty and students are the main beneficiary
3. Moot Teaching
4. Department of Economics, Sociology, Political Science, Geography and Commerce arranged the Study Tours and Industrial Tours / Visits.
5. Almost all department use method of group and individual projects as a part of their practical knowledge.
6. Remedial Teaching, Advanced Teaching, Extra Classes are conducted for the benefit of the students.

6.3.3 Examination and Evaluation:

1. Surprise Tests
2. Open Book Tests
3. Unit Tests
4. Group Discussions
5. Quiz
6. Question Paper solution practice
7. Recitation Competitions
8. Elocution Competitions
9. Essay writing Competitions
10. Debating Competitions
11. Question Bank

6.3.4 Research and Development:

1. It was decided that the faculty members should submit their proposals of MRPs to UGC and other funding agencies..
2. Two MRPs were completed and submitted to UGC. Three MRPs are under process.

3. It was decided that all the faculty members should prepare at least two research papers and present in the conference / seminar or workshop or publish in the UGC listed reputed research journal/s.
4. Almost all regular faculty members prepared their research papers and presented / published in journals, proceedings, etc.
5. It was decided that the students should be encouraged to participate in Avishkaar (Research Event) Competition.
6. Two teams of the students participated in the Avishkaar (Research Event) Competition organized by Shivaji University, Kolhapur.
7. Institute worked as a Host College for District level Avishkaar research Competition under the guidance of Shivaji University, Kolhapur.
8. It was decided that the National and University level conferences / seminars or workshops should be organized in the institution.
9. ICSSR funded National level Conference arranged on e commerce was organized by department of economics.
10. self funded National level Conference arranged on GST was organized by department of Commerce
11. Five workshops under Lead College Scheme of Shivaji University, Kolhapur were organized in the institution.
12. It was decided that every faculty member should participate in at least two conferences / seminars or workshops a year. All the faculty members participated in such events.
13. One Souvenir was published.
14. Two special Issues of the On-line Research Journals were published.
15. The Research Committee of the college looks after the research activities.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

1. It was decided that the functioning of the library should fully be computerized. (The accession process in the library is computerized.)
2. Computer facility should be made available in the library for the reference work. (Computer with Net facility is made available in the library.)
3. Computers and Inter-net Connections are provided in every department.
4. Gym is installed and is made available for the students.
5. New Library Building is being constructed.

6.3.6 Human Resource Management:

1. Annual Academic Plan is prepared.
2. COC “A Certificate Course in Spoken Communication in English” is started.
3. Basic English Course” introduced to benefit the students
4. Skill Development-oriented Self-Financed Short Term Courses were introduced.
 - i. On-line Payment for the students
 - ii. Personality Development and Interview Skill for B. A. & B. Com. Part III students.
 - iii. Mehandi Painting, Utane and Perfume Production Course were conducted
5. “Saral Hindi Programme” was conducted.
6. “Bridge Course in Accounting” for the new comers was conducted.
7. A Workshop on the theme “New Framework of NAAC” was conducted for the teaching and non-teaching staff under the Lead College Scheme of the University.

6.3.7 Faculty and Staff recruitment:

As per the government policy and rules required positions are filled in.
They are recruited as per the guidelines and norms of UGC.

6.3.8 Industry Interaction / Collaboration:

1. The industrial visits were organized. Department of Commerce, Department of Geography and the Department of Economics organized Industrial Visits.
2. Existing MOUs: 04

6.3.9 Admission of Students:

The admissions were made as per the rules and regulations of the Government of Maharashtra and Shivaji University, Kolhapur. The total number of students admitted to all programs were 838.

6.4 Welfare Schemes for:

Teaching	Group Insurance, Provident Fund, DCPC, Teachers' Benevolent Fund, Loan Facility, Medical Reimbursement
Non teaching	Group Insurance, Provident Fund, Loan Facility, Medical Reimbursement
Students	Group Insurance, Scholarships, S. A. Fund, Loans from College Vivekananda Bank, Medical Camps,

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	Academic Cell	Yes	Principal & IQAC
Administrative	Yes	Joint Director	Yes	Management

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?

1. The Central Assessment Programme (CAP) is conducted at the District and college level.
2. Semester pattern is introduced by the university.
3. Results are declared by in time the University
4. Secure Remote Paper Delivery Scheme (SRPD) is newly introduces by the university.

5. Seminars and Project Writing is Mandatory for the Last year students of B. A. and B. Com. to test the application of the knowledge of the students.

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

The university forwards the proposals of the institution for autonomy to the government.

6.11 Activities and support from the Alumni Association:

1. One Meet of the Alumni was held.
2. They promised to extend donation for the construction of the new library building.

6.12 Activities and support from the Parent – Teacher Association:

1. Mr. Manohar Salunkhe adopted a Girl student and is doing all the expenses of her education.
2. The Owner of Bhalari Nursary (Atit) donated plants and free of cost service for the maintenance of the green campus of the college

6.13 Development programmes for support staff:

1. One Workshop was organized in the institution under the lead college scheme.
2. Two members were sent to participate in the training workshops organized by the other colleges.

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

Following steps were taken to make the campus eco-friendly:

1. Tree plantation
2. Green Audit by external agency
3. The college campus is declared and kept Plastic Free Zone.
4. The faculty members donated pots and plants to the institution.
5. The campus is kept clean by the students.

Criterion – VII

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.

Vivekananda College Bank (of the students and run by the students)

Vivekananda Students' Bank is one of the important features of the institution. It is established to impart the practical experiences to the students of the working of the bank. It also aims at instilling and inculcating the saving habits among the students.

All the functioning of the bank is handled by the students. It is a practical experience extended to the students. The students deposit their funds regularly. Hence, the saving habit is enrooted in them. The accounts, meeting and all the necessary documents are maintained by the students only. The total amount deposited by the students is 64830/-. The loans are sanctioned to the students. The loan amount sanctioned to the students has gone up to Rs. 18,000/- only.

The staff is selected from the students conducting the examination. The nature of the examination is just like the examination of IBPS. The passed candidates are interviewed by the expert committee. Then the selected candidates are appointed for the period of six months. For the next six months the new staff is appointed. The main object of the bank is to enroot the habit of saving among the students as well as impart them the practical knowledge banking.

The activity was appreciated by the All India Radio, Satara FM Station. The Interview of the students, the coordinator and the Principal was taken and broadcast on Satara FM Radio Station. The Interview was conducted under the special programme named "YUVAWANI".

Members	Total Savings in Rs.	Loan Sanctioned to the members	NPA	Positions filled in the bank
289	64,830	18,000	NIL	Manager, Ass. Manager, Cashier, Clerk, Auditor

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

- Annual academic plan was carried out as per the plan
- Academic and Administrative Audit was carried out by the Academic Cell of the Management. The peer Team of the management visited the institution and executed the academic and administrative audit. The draft report was handed over to the Principal of the institution in the exit meeting. The entire process was carried out as per NAAC's process.
- Assignments, seminars, project writing, various tests, and competitions were held to benefit the students.
- Five workshops under Lead College Schemes were organized.
- Two National seminars are arranged by Department of Economics And Commerce.
- The Souvenir of both national seminar are published in electronic international Research journal with impact factor 5.20
- Students' Research: Two teams of students participated in the Satara Zonal Research Competition "Avishkaar 2017-18" held in our College,. Miss Oswal Trupti Motiram (B.Com. II) won first prize at Satara District Level. She was selected for the University Level "Avishkaar 2017-18" competition.
- Alost all the faculty members participated in Conferences / seminars / workshops.
- The research papers of the faculty were published in the reputed research journals.
- The college Annual "Shabdasavalya 2017-18" was published and sent to the University for the University level competition.
- Each department of the college published the wallpapers.
- Elocution, Essay Writing, Recitation, Poetry reading, Acting, Reading, Rangoli Painting, Cooking Competitions were organized.
- The teams of the students participated in various events in the Youth Festival organized by Shivaji University, Kolhapur.
- The sports persons of the institution participated in the following events:
 - Kabaddi
 - Atheletics
 - Hardals
 - Best Physic (Bronze Medal)

Running (100, 200, 400, 800 mtrs)

- The institution successfully organized following short term courses:
 - A Certificate Course in “Spoken Communication in English” (COC)
 - A Certificate Course in “Basic English”
 - Mehandi Painting
 - Online Payment Course
 - Personality Development and Interview skill
- The Annual Prize Distribution (A. P. D.) Ceremony was held
- The anniversaries of the National Leaders, Social Reformers, Educationists, etc. Were observed from time to time.
- The institution organized Shivaji University Lecture Series entitled “Mahatma Phule Memorial Lecture Series 2016-17”.
- Almost all department organized guest lecturers during the year.
- College conducted Seven-day Special Camp of NSS in the village Koparde (Dist. Satara)
- College collected the reports of syllabus completion from the faculty members at the end of first and second semester.
- The construction of the Ground Floor of the new building for the Library was completed.

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

Best practice No. 1

1. Title of the Practice: College Vivekananda Bank (Run by the College Students)

Motto of the bank: “Amachi Bachat Amacha Utkarsha”
 (“Our Saving Our Prosperity”)

2. Goal/s:

1. To develop savings and banking habits among the students.
2. To give the practical knowledge of banking sector and its functioning.
3. To create the awareness of functioning of bank.
4. To spread financial literacy among the students.

3. The Context:

Most of the students' population of our institution belongs to hilly and rural area. The major occupation of their parents is farming and farm laborers. They are financially weak. The students face many financial problems. They need money for their bus passes, examination fees, admission fees, etc. Whenever the students get money it was necessary for them to save it for the future expenditure. As they could not go to the bank and spare their valuable time in banking transactions, the college decided to start a bank for them. It will develop the habit of saving money and utilize the same whenever it is required. It was supposed that this bank will help them to have an actual knowledge of banking. With this purpose the institution opened "Vivekananda Bank" in July 2014.

4. The Practice:

The bank personnel are the students. They are appointed by conducting their written and oral tests. There is one manager, one cashier, one clerk, one auditor and one peon. The bank functions under the supervision of Mr. Sonawale A. G. (Assistant Professor in Commerce). The students can deposit their savings with this bank. Even they can apply for the loan whenever they need. The loan is sanctioned in the meeting. The membership of this bank is open only for the students of Commerce and Economics Departments. All student members are required to deposit minimum Rs. 10 per month. This amount is deposited before the 10th of every month. This amount is deposited in "Vidarbha Kokan Gramin Bank, Branch - Nagthane".

5. Evidence of Success:

Every student member deposits minimum Rs. 10/- in this bank without fail. **23** members applied for the loan facility. They are sanctioned the same. This loan was utilized by the students for educational purposes and for entrepreneurship.

Following table shows the success of the bank:

Sr. No.	Particulars	Details
1	Members of the bank	289
2	Deposits up to April 2017	Rs. 64,830/-
3	Loan sanctioned up to April 2017	Rs. 18,000/-

6. Problems Encountered and Resources Required: Nil

7. Notes: Nil

8. Contact Details:

- i. Name of the Principal: Dr. Shubhash V Shelke
- ii. Name of the Institution: Arts and Commerce College,
Nagthane, Tal. and Distt. Satara
(M. S.) PIN Code: 415 519
- iii. Accreditation Status: Accredited at "B" level (CGPA 2.36)
November 2015
- iv. Work Phone: (02162) 265077
- v. Mobile Phone: 09850011264
- vi. Website: www.accnagthane.com
- vii. E-mail: acc_nagthane@yahoo.com
- viii. E-mail of the principal: svshelake@live.com

7.4 Contribution to environmental awareness / protection:

1. Tree plantation campaign was undertaken and 50 trees were planted in the Campus of the institution.
2. The campus was kept clean and free from the plastic.
3. The drip irrigation system was used for watering the plants and trees in the Campus.

4. Tree plantation was done in the village adopted by the NSS unit.
5. Lectures on environmental awareness were organized in the special camping activity of NSS.

7.5 Whether environmental audit was conducted? Yes No

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

The institution made the SWOC analysis considering which following activities were carried out:

1. University Level Five workshops under the Lead College Scheme were organized in the institution.
2. The plan was prepared to construct the new library building.
3. For the construction of the new building, the donations from the society were collected.
4. Two national academic events were organized. Two National Conferences were organized.
5. The Aavishkaar District Level Research competition was held in the institution.
6. The Gazal reading Programme of Mr. Pardeep Nifadkar and Dr. Avinash Sangolekar was held in the institution.
7. The students recited their poems.
8. The interviews of the Army Personnel were held.
9. The event of Manuskiichi Bhint (Wall of Humanity) was held on the occasion of the Diwali Festival. The Clothes were collected from the people and the same were distributed to the poor people living in the slum area of Nagthane.
10. The activities of the Competitive Examination Guidance Centre were made acute. It benefitted 45 students including the Ex-students of the institution.
11. The institution publishes its Annual Issue entitled "Shabdsavalya" in which the students wrote articles, stories, poems, travelogues etc. in three languages.
12. The institution organises Food Festival.
13. The institution celebrates Vivekananda Saptaha, during which various competitions including Sports, Art, Essay Writing, Cultural, drawing, painting, etc. are held.

8. Plans of institution for next year (i.e. 2018-19):

1. To start Self-financed Government initiated short term Computer Courses.
2. To enrich the library.
3. To computerize the total functioning of the library.
4. To organize minimum four workshops under the Lead College Scheme.
5. To organize two State / National level Conferences / Seminars / workshops
6. To strengthen the functioning of Competitive Examination Guidance Centre
7. To make all the faculty members to present / publish their research articles in the reputed Research Journals.
8. To promote extra reading habit among the students.
9. Construct the First Floor on the new Library Building for the Commerce classes.
10. Renovate the Ladies Common Room.
11. Construct the separate Meeting / Conference Hall.
12. Develop the separate reading room
13. Develop the college garden
14. To start the college Canteen in the college Campus.
15. To construct the attached toilet block to the Principal's Cabin.
16. To construct the Stage to conduct various college programmes

Prof. Sandeep Lokhande

(Assistant Professor)

Coordinator, IQAC

Dr. Subhash Vithoba Shelake

Principal

Chairperson, IQAC

Annexure I**ACADEMIC PLANNING FOR THE YEAR 2017-2018**

Sr. No.	Month	Programs
1	June 2017	Admission Process
		Subject wise result meeting
		Workload Distribution Department-wise
2	July 2017	Admission process
		IQAC Meeting
		NAAC Meeting
		L.M.C Meeting
3	August 2017	Student Council Election
		Seminars Department-wise
		Health Camp
		Wall Paper / Poster Presentation Department Level Activity
		Lead College Scheme Workshop
		Staff Academy Programme
		Question Bank
		College Internal Examination Planning
		Lead College Scheme Workshop
4	October 2017	College Internal & University level Examination Planning
		Youth Festival preparation
		LMC, IQAC, NAAC
		Staff Academy
		College Internal Examination Planning & Evaluation
		University Youth Festival
5	November 2017	IQAC Meeting
		Tour / Trek etc.
		LMC Meeting
		College Internal Examination Planning & Evaluation
		Lead College Scheme Workshop

6	December 2017	Writing for periodicals
		Staff Academy programme
		One day N.S.S. Camp
		Avishkaar, Shivaji University, Kolhapur
7	January 2018	Shri. Swami Vivekanand Saptah (Week)
		Lecture Series
		Organization of various competitions
		N.S.S. Special Camp
		Food Competitions
		Staff Academy
		Lead College Programme
		Blood Donation Camp
8	February 2018	Examination Department Meeting and Planning of Examinations
		Annual Sports
		LMC Meeting
		Visits to libraries / Exhibition / industries etc.
		Annual Prize distribution Programme
		College Annual Meeting
		Project Writing
		Annual Prize Distribution (A. P. D.)
		National Conference
		AAA by the Management
9	March 2018	Practice Examinations
		Advertise For Periodicals
		Examination Planning (University Examination)
10	April 2018	Project Writing
		Staff Academy
		Alumni meeting
		Examination Supervision Evaluation (University Examination)
		Next Academic year planning & preparation
		Prospects Admission Committee

		IQAC Meeting
		Publication of College Annual Shabdsaavalya 2016-17
11	May 2018	University Examinations

Prof. Sandeep K. Lokhande

Coordinator

Internal Quality Assurance Cell
Arts and Commerce College, Nagthane

Dr. Subhash Vithoba Shelake

Chairperson

Internal Quality Assurance Cell
Arts and Commerce College, Nagthane