

**The Annual Quality Assurance Report (AQAR) of the IQAC**  
***(The AQAR for Academic Year July 1, 2016 to June 30, 2017)***

**Part – A**

**Dr. H. N. Sinha Arts & Commerce College, Patur**

**I. Details of the Institution**

1.1 Name of the Institution

**At. Post.- Patur**

1.2 Address Line 1

**Tq. – Patur Dist.- Akola**

Address Line 2

**Patur**

City/Town

**Maharashtra**

State

444501

Pin Code

[drhnscollege@rediffmail.com](mailto:drhnscollege@rediffmail.com)

[jaylev@rediffmail.com](mailto:jaylev@rediffmail.com)

Institution e-mail address

**07254 - 243250**

Contact Nos.

**Dr. V. N. Jayle**

Name of the Head of the Institution:

**07254 - 243250**

Tel. No. with STD Code:

**9822698374**

Mobile:

**Dr.S.L.Khandel**

Name of the IQAC Co-ordinator:

**9420106587**

Mobile:

[drhnscollege@rediffmail.com](mailto:drhnscollege@rediffmail.com)

IQAC e-mail address:

**MHCOGN11302**

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

**EC(SC)/05/RAR/110 date 03 march 2015**

**1.4 NAAC Executive Committee No. & Date:**

*(For Example EC/32/A&A/143 dated 3-5-2004.  
This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)*

[www.drhns.org](http://www.drhns.org)

1.5 Website address:

[www.drhnsp.org](http://www.drhnsp.org)

Web-link of the AQAR:

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	<b>C<sup>++</sup></b>	--	<b>2004</b>	<b>2009</b>
2	2 <sup>nd</sup> Cycle	<b>B</b>	<b>2.09</b>	<b>2015</b>	<b>2020</b>
3	3 <sup>rd</sup> Cycle	--	--	--	--
4	4 <sup>th</sup> Cycle	--	--	--	--

**01/07/2011**

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

**2016-17**

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

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*)

- AQAR 2014 15 submitted to NAAC on (09/04/2015)
- AQAR 2015-16 submitted to NAAC on (19/012/2016)
- AQAR\_2016-2017\_\_11 /11/2017 \_\_\_\_\_  
(DD/MM/YYYY)
- AQAR\_\_\_\_\_ (DD/MM/YYYY)

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### 1.10 Institutional Status

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University	State	Central	Deemed	Private
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Affiliated College	Yes	N		
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Constituent College	Yes	No		
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Autonomous college of UGC	Yes	No		
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Regulatory Agency approved Institution		Yes	No	
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(eg. AICTE, BCI, MCI, PCI, NCI)

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Type of Institution	Co-education	Men	Women
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Urban	Rural	Tribal
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Financial Status	Grant-in-aid	UGC 2(f)	UGC 12B
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Grant-in-aid + Self Financing	Totally Self-financing
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### 1.11 Type of Faculty/Programme

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Arts	Science	Commerce	Law	PEI (Phys Edu)
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TEI (Edu)	Engineering	Health Science	Management
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**Nil**

Others (Specify)

**Santa Gadge Baba Amravati University, Amravati**

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

Nil

Autonomy by State/Central Govt. / University Nil

Nil

University with Potential for Excellence UGC-CPE

Nil

Nil

DST Star Scheme UGC-CE

Nil

Nil

UGC-Special Assistance Programme DST-FIST

Nil

Nil

UGC-Innovative PG programmes Any other (*Specify*)



UGC-COP Programmes

5

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

1

2.1 No. of Teachers

1

2.2 No. of Administrative/Technical staff

2.3 No. of students

1

1

2.4 No. of Management representatives

2.5 No. of Alumni

-

2.6 No. of any other stakeholder and

-

community representatives

2.7 No. of Employers/ Industrialists

-

2.8 No. of other External Experts

**9**

2.9 Total No. of members

**3**

2.10 No. of IQAC meetings held

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2.11 No. of meetings with various stakeholders:      No.                      Faculty

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Non-Teaching Staff      Students

Alumni

Others

-

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nil

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)



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**0**

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

Total Nos.	International	National	State	Institution Level
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**-Nil-**

(ii) Themes

**Monitoring all the committee works**

2.14 Significant Activities and contributions made by IQAC

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year \*

Plan of Action	Achievements
<b>Annual plan of teaching and evaluation</b>	<b>Regular periodic test</b>

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

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2.15 Whether the AQAR was placed in statutory body      Yes                      No

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Management                      Syndicate                      Any other body

Provide the details of the action taken

**Recommendations are noted down to implement in next academic year**

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
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PhD	--	--	--	--
PG	<b>1</b>	--	<b>1</b>	--
UG	<b>3</b>	--	<b>1</b>	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	1	--	--	--
Certificate	<b>1</b>	--	--	--
Others	--	--	--	--
<b>Total</b>	<b>6</b>	1	<b>2</b>	--
Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	<b>1</b>
Trimester	-
Annual	<b>3</b>

- 
- 
- 
- 

1.3 Feedback from stakeholders\* Alumni Parents Employers Students

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- 
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*(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.

**Curriculum designed by S.G.B. Amravati University Amravati is implemented**

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

Total	Asst. Professors	Associate Professors	Professors	Others
<b>14</b>	<b>07</b>	<b>06</b>	<b>01</b>	

2.1 Total No. of permanent faculty

**08**

2.2 No. of permanent faculty with Ph.D.

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
<b>00</b>	<b>01</b>	<b>00</b>	--	-	--	-	--	--	<b>01</b>

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

**18**

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2.4 No. of Guest and Visiting faculty and Temporary faculty

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	<b>22</b>	<b>24</b>	<b>26</b>
Presented papers	<b>08</b>	<b>21</b>	<b>19</b>
Resource Persons	--	<b>03</b>	--

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

**I. C. T. Filled based assignment , Viva-voce, Seminar**

**180**

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

Double Valuation

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

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**03**

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

**43%**

2.10 Average percentage of attendance of students

2.11 Course/Programme wise

distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. - III	115	-	05	017	05	23.48
B. Com. - III	58	-	7	1	1	15.52
B. Sc. - III	93	-	11	2	1	15.05
M. A. - II	4	-	0	2	0	50.00

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

After visiting and observing teaching learning process personally the IQAC team suggests and guides the respective teachers to upgraded particular process.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	<b>03</b>
UGC – Faculty Improvement Programme	<b>01</b>
HRD programmes	-
Orientation programmes	<b>00</b>
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	<b>08</b>
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	<b>08</b>	<b>02</b>	--	--
Technical Staff	--	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

There is research committee to facilitate and monitor research activities. Most of our faculties registered for Ph.D.

#### Composition of Committee

Sr.No	Name of the members	Post Held
1	Dr. V.N. Jayle	Chair-person
2	Dr. M.J. Ingole	Co-ordinator
3	Dr. S.N. Kayande	Sr. Advisor
4	Dr. K.S. Khandare	Member
5	Dr. S.L. Khandel	Member

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

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	--

Outlay in Rs. Lakhs	--	--	--	--
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### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	<b>01</b>	--	<b>00</b>
Outlay in Rs. Lakhs	--	--	--	--

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	<b>18</b>	<b>19</b>	--
Non-Peer Review Journals	<b>20</b>	<b>22</b>	--
e-Journals	<b>02</b>	-	--
Conference proceedings	<b>01</b>	<b>10</b>	--

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### 3.5 Details on Impact factor of publications:

Range                      Average                      h-index                      Nos. in SCOPUS

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

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

-Nil-



03

04

3.7 No. of books published i) With ISBN No.

Chapters in Edited Books

06

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

Nil

Nil

Nil

Nil

Nil

UGC-SAP

CAS

DST-FIST

DPE

DBT Scheme/funds

Nil

Nil

Nil

3.9 For colleges                      Autonomy                      CPE                      DBT Star Scheme

Nil

Nil

Nil

INSPIRE                      CE                      Any Other (specify)

-

3.10 Revenue generated through consultancy

Level	International	National	State	University	College
Number	--	--	--	--	--
Sponsoring agencies	--	<b>U. G. C.</b>	--	--	--

3.11 No. of conferences

organized by the Institution

**05**

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

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3.13 No. of collaborations                      International                      National                      Any other

3.14 No. of linkages created during this year

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`-/-

3.15 Total budget for research for current year in lakhs :

From Funding agency

From Management of University/College

`-/-

Total

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

3.16 No. of patents received this year

3.17 No. of research awards/ recognitions received by faculty and research fellows

Total	International	National	State	University	Dist	College
<b>05</b>	--	--	--	<b>01</b>	<b>01</b>	<b>03</b>

Of the institute in the year

**03**

3.18 No. of faculty from the Institution  
who are Ph. D. Guides

**23**

and students registered under them

**03**

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

Nil

Nil

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

Nil

Nil

JRF

SRF

Project Fellows

Any other

**01**

**03**

3.21 No. of students Participated in NSS events:

University level

State level

--

--

National level

International level

--

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3.22 No. of students participated in NCC events:

University level

State level

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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

**02**

**01**

3.25 No. of Extension activities organized

-

**03**

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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

- River worship programme .
  - 600 tree plantation.
- Help to needy student

## 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	<b>4 Acres</b>	--	--	--
Class rooms	<b>15</b>	--	--	--
Laboratories	<b>11</b>	--	--	--
Seminar Halls	<b>01</b>	--	--	--
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)	--	--	--	--
Others	--	--	--	--

#### 4.2 Computerization of administration and library software for library N-list & office ( dot.com )were added

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	7003	607581	124	19768	7127	627349
Reference Books	10497	1417692	186	29653	10683	1447345
e-Books	90000	5000(Including e-journals)			90000	5000(Including e-journals)
Journals	37	12000			37	12000
e-Journals	6000	5000(Including e-Books)			6000	5000(Including e-Books)
Digital Database						
CD & Video						
Others (Specify):-						
Newspapers	15				15	
Maps	5	650			5	650

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	<b>34</b>	--	--	<b>02</b>	<b>20</b>	<b>05</b>	<b>07</b>	--
Added	--01	--	--	--	--	--	-	--
Total	<b>35</b>	--	--	--	--	--	<b>07</b>	--

#### 4.5 Computer, Internet access, training to teachers and students and any other programme for technology

upgradation (Networking, e-Governance etc.)

**Students are given free access to internet surfing in library.**

**124466**

#### 4.6 Amount spent on maintenance in lakhs :

i) ICT

	860512-
ii) Campus Infrastructure and facilities	98700
iii) Equipments	-272443
iv) Others	
	<b>1356121</b>

**Total :**

## **Criterion – V**

### **5. Student Support and Progression**

#### **In meeting special care taken for students. Intraction with needy students**

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

**Feedback, suggestion Box**



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

of stude

UG	PG	Ph. D.	Others
<b>1363</b>	<b>43</b>	-	-

5.3 (a) Total Number nts

-

(b) No. of students outside the state

-

(c) No. of international students

No	%
<b>742</b>	<b>55.36</b>
No	%
<b>664</b>	<b>44.64</b>

Men

Women

Last Year ( 15 -16)						This Year (16-17)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
<b>384</b>	<b>387</b>	<b>29</b>	<b>600</b>	<b>--</b>	<b>1400</b>	<b>78</b>	<b>432</b>	<b>48</b>	<b>846</b>	<b>02</b>	<b>1406</b>

Demand ratio 1:1

Dropout % - U.G. 63.75%, P.G.30.00%

**The institution has a separate Competitive Examination cell which arranges coaching classes and guest lecturers for the students appearing to such exams.**

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

No. of students beneficiaries

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--1

**01**

5.5 No. of students qualified in these examinations

NET

SET/SLET

GATE

CAT

**24**

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IAS/IPS etc

State PSC

UPSC

Others

**Physical department of our college gives training to needy students who want to join army & Police Near about 11 students got job in police , army and other fields.**

5.6 Details of student counselling and career guidance

No. of students benefitted

### 5.7 Details of campus placement

Number of Organizations Visited	<i>On campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	<b>22</b>

**We organize the lectures by Eminent Advocates and social workers/ thinkers to make the students aware of the issues.**

### 5.8 Details of gender sensitization programmes

#### 5.9 Students Activities

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

--

**03**

**54**

State/ University level

National level

International level

No. of students participated in cultural events

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**01**

State/ University level

National level

International level

27

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--3

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

Sports : State/ University level                      National level                      International level

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Cultural: State/ University level                      National level                      International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	--	--
Financial support from government	1193	7829910
Financial support from other sources	--	--
Number of students who received International/ National recognitions	--	--

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5.11 Student organised / initiatives

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Fairs : State/ University level                      National level                      International level

Exhibition: State/ University level

National level

International level

**02**

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

NO

## **Criterion – VI**

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

**The principle object of the college is the all-round development of the students. We wish to develop their mind, heart and soul through the education so that they may be able to face the challenges of their life.**

6.1 State the Vision and Mission of the institution

**yes**

6.2 Does the Institution has a management Information System

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

**Teachers who are members of BOS are directly involved in designing curriculum**

**and its reformation.**

6.3.1 Curriculum Development

**Group Discussion arranged for students & Class Seminars**

6.3.2 Teaching and Learning

**Unit Tests and Annual preparatory examination are conducted every year regularly.**

6.3.3 Examination and Evaluation

**Teachers are encouraged to publish research papers in reputed journals.**

6.3.4 Research and Development

**Library enriched through e-journals & Books**

6.3.5 Library, ICT and physical infrastructure / instrumentation

**Monthly meeting for quality administration to enrich faculties.**

### 6.3.6 Human Resource Management

**As per state government rule.**

### 6.3.7 Faculty and Staff recruitment

**Every year Industrial visits are organised by Commerce faculty.**

### 6.3.8 Industry Interaction / Collaboration

### 6.3.9 Admission of Students

**All qualified students admit without cut off system to all faculty.**

Teaching	-
Non teaching	<b>01</b>
Students	<b>01</b>

6.4 Welfare schemes for

**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	No	-	Yes	IQAC
Administrative	Yes	J.D.H.E.	Yes	C.A.

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

For UG Programmes            Yes            No

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For PG Programmes            Yes            No

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

**- No -**

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



6.11 Activities and support from the Alumni Association

**Prizes to meritorious students**

6.12 Activities and support from the Parent – Teacher Association

**Approval to Medical Leave, A.P.L., C.L ,.D.L & O.D.**

6.13 Development programmes for support staff

**Planted sapling in the premises**

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

## **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.

**Moral & Values Enrichment programme**

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

**Every year Action Taken as per prospectus schedule**

**1. Moral & Values Enrichment programme**

**2. Academic Diary**

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

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

**1. Tree plantation programme held**

**2. Environment awareness rally    3.solar lights**

7.4 Contribution to environmental awareness / protection

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7.5 Whether environmental audit was conducted?      Yes              No

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

**Institute located in rural area, functioning well despite of many technical problems.**

To organize various conferences / Seminars & workshops

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

*Name :- Dr.S.L.Khandel*

*Name :- Dr. V. N. Jayle*

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

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

\_\_\_\_\_  
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