

# The Annual Quality Assurance Report (AQAR) of the IQAC JUNE 15, 2017 TO APRIL 30, 2018

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

## Part – A

AQAR FOR THE YEAR (for example 2013-14)

2017-18

### I. Details of the Institution

1.1 Name of the Institution

H.J.THIM COLLEGE OF ARTS AND SCIENCE

1.2 Address Line 1

HAJI GULAM NABI NAGAR

Address Line 2

MEHRUN

City/Town

JALGAON

State

MAHARASHTRA

Pin Code

425135

Institution e-mail address

hj\_thim@rediffmail.com  
h.j.thim@gmail.com

Contact Nos.

0257-2212735

Name of the Head of the Institution:

DR. SYED SHUJAUT ALI

Tel. No. with STD Code:

0257- 2212735

Mobile:

09422419886, 09881524785

Name of the IQAC Co-ordinator:

Dr. ANJALI S. KULKARNI

Mobile:

09890118795

IQAC e-mail address:

iqachjtc@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

MHCOGN 11913

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)

EC/58/RAR/046 Date 20 March 2012

1.5 Website address:

www.iqrahjthim.com

Web-link of the AQAR:

www.iqrahjthim.com/AQAR2017-18.docx

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+	-	2003	05
2	2 <sup>nd</sup> Cycle	B	2.70	2012	05
3	3 <sup>rd</sup> Cycle	-	-	-	-
4	4 <sup>th</sup> Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

24/06/2004

**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))

- i. AQAR 2012-13 Submitted to NAAC on 11/07/2013.
- ii. AQAR 2013-14 Submitted to NAAC on 07/05/2014.
- iii. AQAR 2014-15 Submitted to NAAC on 29/06/2015.
- iv. AQAR 2015-16 Submitted to NAAC on 27/06/2016.
- v. AQAR 2016-17 Submitted to NAAC on 09/08/2017.

**1.10 Institutional Status**University State  Yes Central  - Deemed  - Private  -Affiliated College Yes  Yes No  -Constituent College Yes  - No  NoAutonomous college of UGC Yes  - No  NoRegulatory Agency approved Institution Yes  - No  No

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

Type of Institution Co-education  Yes Men  Women Urban  Yes Rural  Tribal Financial Status Grant-in-aid  UGC 2(f)  Yes UGC 12B  YesGrant-in-aid + Self Financing  Yes Totally Self-financing **1.11 Type of Faculty/Programme**Arts  Yes Science  Yes 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 Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other ( <i>Specify</i> )	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

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

2.1 No. of Teachers	<input type="text" value="04"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="00"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="00"/>
2.6 No. of any other stakeholder and community representatives	<input type="text" value="02"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="00"/>
2.8 No. of other External Experts	<input type="text" value="00"/>
2.9 Total No. of members	<input type="text" value="10"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State  Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

**IQAC arranged various activities**

1. Workshop on Revised Reaccreditation Framework by Dr N. S. Dharmadhikari, Pune on 4th October 2017.
2. Faculty Development Program on "How to Become a Good Teacher" on 1<sup>st</sup> March 2018 by Mr. Vivek Katdare.
3. Innovative activities are arranged by the institution.

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
<i>See Annexure II</i>	<i>See Annexure II</i>

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

2.15 Whether the AQAR was placed in statutory body Yes  No

Management  Syndicate  Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### I. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	00	00	00	00
PG	02	00	02	00
UG	20	00	00	00
PG Diploma	00	00	00	00
Advanced Diploma	00	00	00	00
Diploma	00	00	00	00
Certificate	00	00	00	00
Others	00	00	00	00
<b>Total</b>	22	00	02	00
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	00
Annual	00

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 (See Annexure III)*

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

The University has right to revise the syllabi, so there is no scope for the revision of the syllabus. One faculty member in Urdu is the member of BOS. Teachers of various departments give suggestions to BOS regarding syllabus framing and attended the syllabus framing workshops and workshops on revised syllabi.

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

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## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others (FT.NG- Urdu P.G.)
	23	20	01	01	1

2.2 No. of permanent faculty with Ph.D. 

15
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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
	00	07	-	-	-	-	-	-	-	07

2.4 No. of Guest and Visiting faculty and Temporary faculty 

2
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-
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10
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	08	44	02
Presented papers	08	25	02
Resource Persons	00	00	00

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

Test after admission Use of ICT. Remedial Coaching. Unit Tests. Various Departmental Activities and Competitions.
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2.7 Total No. of actual teaching days during this academic year 

183
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2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

According to University Guidelines the examination and evaluation patterns are followed.
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2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 

01	01	07
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2.10 Average percentage of attendance of students 

85%
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2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
FYBA	96	28	18	3	3	38
SYBA	77	10	3	2	1	47
TYBA	51	2	11	8	5	0
FYBSc	163	24	44	6	7	47
SYBSc	143	29	3	0	0	56
TYBSc	82	11	21	8	2	0
MA URDU-I	12	2	8	0	0	2
MA URDU-II	6	5	1	0	0	0
MA ENGLISH-I	5	0	1	1	0	0
MA ENGLISH-II	11	1	3	3	0	0

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

At the beginning of the academic year, IQAC gives guidelines to the faculties to adopt new techniques and methods in teaching and learning process, arrange innovative activities and take feedback from them. IQAC collects the Tentative Academic Schedule from the departments to prepare the academic calendar for the year.

2.13 Initiatives undertaken towards faculty development

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

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	10	05	00	00
Technical Staff	-	-	-	-



## Criterion – III

### 3. Research, Consultancy and Extension

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

15 faculty members are PhD and remaining have registered for doctoral degree and some faculties are engaged in research projects. IQAC encourages faculties to undertake research projects, publish research articles in referred journals.

#### 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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	3	11	00
Non-Peer Review Journals	8	11	2
e-Journals	3	1	0
Conference Proceedings	0	7	0

#### 3.5 Details on Impact factor of publications:

Range	Average	h-index	Nos. in SCOPUS
2.283 to 4.270	-	-	-

#### 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 (01)	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	02	VCRMS, North Maharashtra University, Jalgaon	65,000	45,000
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	65,000	45,000

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	0	1	0	0	0
Sponsoring agencies	0	0	0	0	0

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	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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
00	0	0	0	0	00	0

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

06

04

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

00

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

JRF 0 SRF 00 Project Fellows 0 Any other 0

3.21 No. of students Participated in NSS events:

University level 104 State level 0

National level 0 International level 0

3.22 No. of students participated in NCC events:

University level 0 State level 0

National level 0 International level 0

3.23 No. of Awards won in NSS:

University level 0 State level 0

National level 0 International level 0

3.24 No. of Awards won in NCC:

University level 0 State level 0

National level 0 International level 0

3.25 No. of Extension activities organized

University forum 0 College forum 00

NCC 0 NSS 3 Any other 01

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

1. Swacchata Abhiyan
2. Beti Bacho, Beti Padhao Rally
3. Participation in Rally for parallel roads to highway.
4. Tree Plantation.
5. Organised Iftar Party.
6. Adulteration Awareness Campaign by Department of Botany and Chemistry.
7. Banana Stain Removing and water analysis by Department of Chemistry.

## 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	13126 Sq.Ft.	-	Management	13126 Sq.Ft.
Class rooms (11)	4306 Sq.Ft.	-	Management	4306 Sq.Ft.
Laboratories (09)	3357 Sq.Ft.	-	Management	3357 Sq.Ft.
Seminar Halls (1)	950 Sq.Ft.	-	Management	950 Sq.Ft.
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

All the administrative work like admission, exam form submission, exam results, university correspondence, and accounts related works are computerized. Library work like books entry, issuing records, is computerised. Open access system is followed. LIBMAN Software is used for automation for library transactions.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10,720	8,78,139.5	330	45,416	11050	9,23,555.5
Reference Books	5239	14,74,132	133	31,831	5372	15,05,963
e-Books	-	-	53	-	53	-
Journals	34	51,327	06	30050	40	81,377
e-Journals	-	5750	-	5750	-	11500
Digital Database	01	-	-	-	01	-
CD & Video	334	-	-	-	334	-
Others (Donated Books)	3981	2,12,877	06	1400	3987	2,26,877

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	39	25	9	1	-	05	05	00
Added	-	-	-	-	-	-	-	-
Total	39	25	9	1	-	05	05	00

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

We have the centralized facility for internet access and faculties use this facility to assess and get training to access internet. The college has extended the internet facility up to 10MBPS from BSNL. The IT department conducted the training for the faculties on 'Use of e-Resources for Teaching and Learning'. The department of IT has provided the facility of Internet access to the students and facility of registration for INFLIBNET done by department. For the purpose of administrative work different softwares are installed.

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.30
ii) Campus Infrastructure and facilities	0.94
iii) Equipments	0.38
iv) Others	4.00
<b>Total:</b>	<b>5.62</b>

## Criterion – V

### 5. Student Support and Progression

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

The vocational guidance cell makes efforts to arrange various activities for the students. The cell helps students to participate in various campus interviews, guide them to face the interviews, provide books for different competitive examinations. Also the cell regularly organises the mock interview programmes as per the need of the students. IQAC encourages the students to participate in various activities. Feedbacks are collected from students, alumna and parents about curriculum, campus and teachers.

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

For the advance learners the career guidance cell guides them regarding the reference books and pattern of examination. By arranging various activities, the faculties track the traits of the students in various areas. Result analysis is done for each class. Unit tests, class tests are conducted. Essay, poster and paper presentation, quiz, exhibition etc. are arranged. The cultural programs are arranged and responsibility of comparing of the program is given to the students, so it becomes easy to identify the traits in them. The students encouraged to participate in various activities arranged at University, State and National Level.

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

UG	PG	Ph. D.	Others
785	38	00	00

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

01

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

00

Men

No	%
427	51.88

Women

No	%
396	48.12

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
803	00	00	19	01	823	586	03	01	22	01	613

Demand ratio - 00

Dropout % - 3%

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

The institution does not provide coaching but guide about pattern of examination and reference books. Special lectures on competitive examinations, communication skills, preparation for interviews and resume writing organized by the Vocational Guidance, Career Guidance and Placement Cell. Conducted awareness program about the Indian Air Force special recruitment drive. On 05/10/2017 Department of History arranged an Academic Expert Guidance on competitive examinations and Mahila Rojgarachya Navin Sandhi on 03/01/2018. Department of Chemistry arranged career guidance program on 31/01/2018. The department of English arranged one day workshop on 'Resume Writing' on 12/10/2017.

#### No. of students beneficiaries

441

### 5.5 No. of students qualified in these examinations

NET	<input type="text" value="00"/>	SET/SLET	<input type="text" value="00"/>	GATE	<input type="text" value="00"/>	CAT	<input type="text" value="00"/>
IAS/IPS etc	<input type="text" value="00"/>	State PSC	<input type="text" value="00"/>	UPSC	<input type="text" value="00"/>	Others	<input type="text" value="01"/>

### 5.6 Details of student counselling and career guidance

Students are guided for UPSC, MPSC and other Competitive Exams. Students are also given guidance for NET/SET Examination and further opportunities in various fields which are helpful to shape their career. General Knowledge lectures are also organised for students of SYBA and SYBSc. The admission committee counsels the students. Each faculty member has allotted approximately 40 students for counselling and feedbacks also collected from the students.

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
00	00	00	00

### 5.8 Details of gender sensitization programmes

A Program organized "Challenges Before Muslim Women" on 23/02/2018 and "Gender Sensitization Program" arranged on 12/02/2018. Under Beti Bachav Beti Padhao Abhiyan, a Balika Saptah was organized from 09-14 October 2017.

### 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	18	49255/-
Financial support from government	00	00
Financial support from other sources	00	00
Number of students who received International/ National recognitions	00	00

### 5.11 Student organised / initiatives

Fairs : State/ University level  National level  International level   
Exhibition: State/ University level  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed:

NIL



## Criterion – VI

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

#### 6.1 State the Vision and Mission of the institution

**VISION:** “Upliftment of Minority Through Higher Education, In Nation Building.”

**MISSION:** “Imparting quality based higher education without discrimination of caste, creed, colour, religion and sex with special attention on spread of education in minorities.”

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

Yes, all the information regarding academic matters is communicated through the proper channels like principal, head of departments, vice principals etc.

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

##### 6.3.1 Curriculum Development

The university prescribes the curriculum. One faculty is member of BOS (Urdu). Other faculties give suggestions to BOS of the respective subjects and attended curriculum framing workshops.

##### 6.3.2 Teaching and Learning

ICT is used in teaching and learning. Bridge courses, test after admission, remedial coaching for slow learners. Books provided to students from departments and college library. Also book bank facility is available for Divyang and Meritorious Girl Students. Educational tours, visits and other activities like essay, debate, quiz, class wise seminars, group discussions etc. are arranged by the departments. Teachers are encouraged to attend conferences/seminars/orientation and refresher programs. Department of IT conducted training for faculties on the “Use of e-resources for Teaching and Learning”. The student have participated and presented papers/posters in ‘Avishkar’ and Natinal conferences.

##### 6.3.3 Examination and Evaluation

Unit tests, seminars, question answer hour, quiz competition etc are conducted. Evaluation is done strictly. Average and below average students are guided to improve their results. “Online Screen Evaluation” workshop attended by the faculties.

##### 6.3.4 Research and Development

The faculties are encouraged for research, research projects, publication, to attend faculty development programmes, seminars, conferences and workshops. Research fund is available. IQAC has arranged two programs for faculties.

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

CCTV and Wi-Fi facilities are provided. A smart class room is furnished with ICT tools.

### 6.3.6 Human Resource Management

The College exercises the proper utilization of the human resources. The staff encouraged to participate in socio-literary-cultural activities.

### 6.3.7 Faculty and Staff recruitment

As per the guidelines of the UGC, Maharashtra State Government, North Maharashtra University and IQRA Society. For the betterment of the students, institution recruited staff on honorary basis.

### 6.3.8 Industry Interaction / Collaboration

1. Chemistry department has arranged instrumental training for final year students to develop the instrumental skills in them. Mr Syed Saif Ali, (Suhas Chemicals, Jalgaon) has given the training on 01/02/2018. 45 students participated.
2. TYBSc students of Chemistry department have visited Suhas Chemicals Ltd. Jalgaon on 07/02/2018 as an industrial tour.
3. Department of Geography, Urdu, Chemistry, Physical Education and NSS Unit has MoU with the local NGO's and institutions.
4. Yuvati Sabha has MoU with Swami Institute, Jalgaon and in collaboration, one month 'Tailoring and Fashion Designing' Certificate Course was conducted.

### 6.3.9 Admission of Students

Admissions are on first come first serve basis. Poor students are given concession to pay the admission fees in instalments. Faculties also help the students, in the admission process. Students are admitted as per the intake capacity of each program. The University Circulars clearly made known through the prospectus. Fund is available through the monthly contribution of faculty members.

### 6.4 Welfare schemes for

Teaching	1
Non teaching	1
Students	1

### 6.5 Total corpus fund generated

3616

### 6.6 Whether annual financial audit has been done

Yes

Yes

No

-

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	Yes	-	-	-

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?

Application of Bar Code System, CGPA Pattern and Semester Pattern for each program and the University provides online question papers for the PG Courses Examination. A new 60:40 pattern is introduced for all courses.

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

It is under process.

6.11 Activities and support from the Alumni Association

A meeting for interaction with alumni was held on 17/08/2017 and 09/02/2018. Sports tournament held on 07/02/2018. Alumni Association is registered under the Societies Registration Act 1860 and received the Certificate on 22/05/2018.

6.12 Activities and support from the Parent – Teacher Association

Parents' awareness campaign organised on 04/01/2018. The parents meetings held on 17/08/2017 and 04/01/2018. Feedbacks in the form of questionnaire are collected from the Parents. Active participation of parents in various programs like "Balika Saptah" and "Challenges Before Muslim Women".

6.13 Development programmes for support staff:

Staff medical checkup camp on 13/03/2018.

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

1. Clean Campus and Swachhata Awareness program was arranged by the students, staff & NSS.
2. Tree Plantation.
3. No Vehicle Day Was observed.
4. Installation of LED Lamps.

## 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. 10 days Training Workshop on basic skills. In it Hand Bag Making training was given to the girl students by Yuvati Sabha.
2. A certificate course in “Tailoring and Fashion Designing” by Yuvati Sabha from 22/01/2018 to 03/03/2018.
3. Workshop on “Home Appliances- Precaution and Remedies” on 06/10/2017.
4. Workshop on “LPG Precaution and Maintenance”, on 23/09/2017.
5. Community Service Centre started to guide regarding the Schemes for Minorities. A handbook is also prepared.
6. Adaptation of Village by NSS.
7. Lecture on UNANI Therapy Awareness on 14/03/2018.
8. IT Department conducted a subject related certificate course of one month in ‘Computer and Web Application’.
9. The students secured prizes in State, District level easy competitions.
10. One student from the department of Hindi, one from the department of English and 12 from the department of Urdu, secured prizes at the University Level Magazine Competition, for the articles published in college magazine “Kavish”.
11. The students from the department of IT bagged second prize for state level PPT event in “Pinnacle 2017”, also secured 6<sup>th</sup> Rank as the Best Performing College at State Level IT event.
12. Department of Chemistry, Geography, Urdu, NSS, Yuvati Sabha, Sports have done MoU with local Organizations and Institutions.
13. Road Show on “Digital Bharat-Cashless Bharat” on 28/12/2017.
14. One student from department of Urdu at B.A., one in M.A. Urdu secured Gold Medal. One student from B.A. Urdu secured 3<sup>rd</sup> Merit Position, one from BSc IT and Botany secured 2<sup>nd</sup> Merit Position at University Level Examination.

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

***Please refer the 2.15 from Part A***

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

1. The institution always encourages Muslim girls for the higher education and provides facilities to them.
2. *Roza-Iftar* is arranged to mark the importance of fast in every religion.

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

#### 7.4 Contribution to environmental awareness / protection

1. Tree plantation in the college campus.
2. College campus is Tobacco, *Gutkha* and Plastic Free.
3. Regular cleaning of campus and adopted village.
4. Green Campus- Clean Campus.
5. A national level conference organised on the topic "Recent Trends in Life Science and Environmental Studies", on 10/02/2018.
6. The first year BA and BSc students have to complete a project work in the course "Environmental Studies".

#### 7.5 Whether environmental audit was conducted?

Yes

No

The department of Chemistry and Geography have conducted the energy audit of the college.

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

##### ❖ **Strengths :**

1. Single minority Higher Education Institution in NMU Jurisdiction.
2. Every year nearly 50% enrolment of Girls.
3. Girl students bagged Gold Medals and Merit Positions at University Level Examinations.
4. Co-operative and participative Management.
5. The campus is used for Social as well as educational programs.
6. Programs on social issues are regularly arranged.
7. More emphasis on extra-curricular and co-curricular activities.
8. Healthy atmosphere of the campus.
9. Girl students are serving in education field.

##### ❖ **Weaknesses :**

1. Lack of fund and space.
2. Students from economically weak sections, so unable to pay the fees for skill oriented courses.
3. Lack of full time academic and support staff.
4. Placement Cell and Competitive Examination Centre needs to be strengthened.

##### ❖ **Opportunities :**

1. P.G. Courses in the faculty of Arts and Science can be introduced.
2. Certificate and Job Oriented Courses need to introduce.
3. Establishment of more ICT enabled class rooms.
4. Maximum enrolment of girl students to pursue higher education.

##### ❖ **Threats :**

1. To counsel and persuade girls' parents for their daughter's education.
2. P.G. Courses run on Non-Grant basis, so most of the students do not continue their P.G.

## **8. Plans of institution for next year (2018-19)**

1. Maximum use of ICT in the teaching and learning.
2. Health check-up camp by Yuvati Sabha for girl students.
3. Training of the resources to the faculties by the IT Department.
4. Subject related and job oriented certificate courses
5. Educational visits and field tours by the departments.
6. Workshop on Use of Language and Internet by the department of English.
7. Proficiency Courses in English for faculties by the department of English.
8. Innovative activities as per the NAAC guidelines.
9. Co-curricular and extra-curricular activities.

*Name.* Dr.Anjali S. Kulkarni

*Signature of the Coordinator, IQAC*

*Name.* Dr. Syed Shujaut Ali

*Signature of the Chairperson, IQAC*

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## TENTATIVE ACADEMIC CALENDER 2017-18

<b>MONTHS</b>	<b>EVENTS</b>	<b>DEPARTMENT</b>
June	Admission Process	
	International Yoga Day	NSS
	Career Guidance and Placement	Chemistry
July	Right to Information Act (RTI)	Economics
	Seminar on Premchand	Urdu and Islamic Studies
	Ed Milan	Urdu and Islamic Studies
	World Population Day	NSS
	Thyroid Tests and Blood Group check-up for Girl Students	Zoology
	Digital India	I.T.
	Career Guidance	I.T.
	World Population Day	Geography and Economics
	Tree Plantation	Botany
	Tailoring Course	Yuvati Sabha
	Guest Lecture	Chemistry
	Instrumental Training	Chemistry
	Campus Interview	Placement cell
August	Bait Bazi	Urdu, Persian & Islamic Studies
	Independence Day	NSS
	Sadbhavna Diwas	NSS
	Guest Lecture	Mathematics
	Identification of Snakes	Zoology
	Seminar	I.T.
	Alumni and Parents Meeting	Alumni and Parents Association
	Competitive Exam	I.T.
	Guest Lecture	Botany
	One Week Workshop on Personality Development and Communication Skills	English
	Lokmanya Tilak Jayanti	History
	Celebration of Kranti Diwas	History
	Chem Aware Exam	Chemistry
September	International Literacy Day	Economics
	Hindi Diwas	Hindi
	Campus Interview	Placement cell
	Formation of New Committee	Alumni and Parents Association
	Guest Lecture	Urdu, Persian, Islam Studies
	Sher Goe	Urdu, Persian, Islam Studies
	International Literacy Day	NSS
	International Peace Day	NSS
	NSS Establishment Day	Mathematics

	Guest Lecture	Zoology
	Map Drawing Competition	Geography
	Essay Competition	Geography
	Excursion Tour	Botany
	Guest Lecture	Yuvati Sabha
	Essay Competition	English
	Remedial Classes	Chemistry
	Students Seminar	Chemistry
October	Gandhi Jayanti	Economic
	Gandhi Jayanti	Political Science
	National Blood Donation Day	NSS
	International Non Violence Day	NSS
	Class wise Seminar	Mathematics
	Parents Meeting	Alumni and Parents Association
	Gandhi Jayanti	History
	Campus Interview	Placement Cell
November	Maulana Azad Jayanti	Political Science
	Constitution Day	Political Science
	Educational Visit	History
December	Seminar	Physics
	Human Rights Day	Economics
	Human Rights Day	Political Science
	Human Rights Day	NSS
	Youth Day	Urdu, Persian, I.S.
	Mathematics Day	Mathematics
	Industrial Tour	I.T.
	Exhibition of Medicinal Plant	Botany
	Guest Lecture	English
	PPT Activity	History
	Talent Search Exam	Chemistry
	NSS Special Winter Camp	NSS
	Workshop on Competitive Exam	Placement Cell
	Installation	Alumni and Parents Association
	Guest Lecture	Zoology
January	Guest Lecture	Physics
	Books Exhibition	Hindi
	Guest Lecture	Hindi
	Kavyapath	Hindi
	Paper Presentation	Urdu, Persian, I.S.
	National Voters Day	NSS
	Universal Ideal Teachers Award	Alumni and Parents Association
	Republic Day	NSS
	Zoology Quiz	Zoology
	Geography Day	Geography
	Excursion	Geography



	Exhibition of Handicraft	Yuvati Sabha
	Beti Bachao Abhiyan	Yuvati Sabha
	PPT Activity	English
	Savitribai Phule-Poster	History
	Parents Meeting	Chemistry
	PPT Competition	Chemistry
	Guest Lecture	Placement Cell
	Competitive Exam Workshop	Placement Cell
	Guest Lecture	Placement Cell
February	Interdisciplinary Lecture	Physics
	Meeting	Alumni and Parents Association
	One day MPSC Exam guidance program	Placement Cell
	Guest Lecture	Hindi
	Essay Competition	Hindi
	Essay Competition	Urdu, Persian, I.S.
	Quiz Competition	Mathematics
	Study Tour / Hospital Visit	Zoology
	Botany Day Celebration	Botany
	Industrial Tour	Chemistry
	Guest Lecture	Placement Cell
	Guest Lecture	Placement Cell
March	Guest Lecture	Geography
	Banana Stain Removing Consultancy	Chemistry
	Water Analysis Consultancy	Chemistry

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**Annexure II**

Sr. No.	Plan of Action	Achievements
1	Department of Botany	1) Tree Plantation 16/09/2017 2) Adulteration Awareness Program 27/01/2018 3) PPT Competition 24/02/2018 4) Botany Day Celebration 02/03/2018
2	Department of Chemistry	1) Power Point Presentation Competition 28/08/2017 2) Chem-Aware Exam 19/09/2017 3) Chemistry Model Exhibition 27/09/2017 4) Inauguration of wall magazine 17/01/2018 5) Carrier Guidance Lecture 31/01/2018 6) Industrial Guidance Program 01/02/2018 7) Industrial Visit 07/02/2017 8) Adulteration Awareness Campaign 23/02/2018
3	Department of Economics	1) World Population Day 11/07/2017 2) Digital India Program 12/10/2017 3) <i>Vachan Prerna Diwas</i> 13/10/2017 4) Books Exhibition 14/10/2017 5) Minority Day 18/10/2017
4	Department of English	1) Essay Competition 19/08/2017 2) One Day Workshop on Resume writing 12/10/2017 3) Guest Lecture 14/03/2018 4) Use of ICT 19 & 21 March 2018
5	Department of Geography	1) World Population Day 11/07/2017 2) Use of ICT 14/08/2017 3) World Ozone Day 16/09/2017 4) Geography Day Celebration 15/01/2018 5) How to face exam 08/03/2018
6	Department of Hindi	1) Students Seminar 31/07/2017 & 03/10/2017 2) Essay Competition 28/08/2017 3) <i>Kavyapath</i> 01/09/2017 4) Hindi Day Celebration 14/09/2017 5) Guest Lecture 18/10/2017 6) Group Discussion 22/10/2017 7) Books Exhibition 10/01/2018 8) Inauguration of Wall Magazine 10/02/2018
7	Department of History	1) How to prepare PPT 01/08/2017 2) Guest Lecture 05/10/2017 3) Birth Anniversary of <i>Savitri Bai Phule</i> and <i>Gandhi Jayanti</i> 03/01/2018 4) Educational Visit 03/02/2018 5) Paper Presentation 10/03/2018
8	Department I.T.	1) I.T. Aware Competition 03/09/2015 2) Guest Lecture 16/02/2016 3) I.T. Idol Competition 16/02/2016 4) Students Seminar 23/02/2016
9	Department of Mathematics	1) Mathematics Software Training Activity 04/10/2017 2) Mathematics Day Celebration 22/12/2017 3) Poster Presentation 17/02/2018 4) Quiz Competition 17/03/2018
10	Department of Physical Education	1) International Yoga Day 21/06/2017 2) National Sports Day 29/08/2017

		3) Organised Inter Collegiate Boxing Competition 29/10/2017 4) Sports Week Games 5-8 Feb. 2018 5) 10 Days Summer Sports Camp 03-12 May 2018
11	Department of Physics	1) PPT Presentation 23/08/2017 2) Poster Presentation 07/10/2018 3) Debate Competition 24/02/2018
12	Department of Political Science	1) Guest Lecture 12/08/2017 2) Celebration of Constitution Day 27/11/2017 3) National Voters Day 25/01/2018 4) Poster Presentation 25/01/2018 5) Importance of ICT 25/01/2018 6) Guest Lecture 12/03/2018
13	Department of Urdu	1) Class Room Seminar 03/08/2017 2) <i>Bait Bazi</i> Competition 26/08/2017 3) Essay Competition 20/09/2017 4) <i>Seeratun Nabi</i> Program 20/01/2018 5) Lecture 23/02/2018 6) Poster Presentation 22/01/2018
14	Department of Zoology	1) Zoology Quiz 22/08/2017 2) Guest Lecture 18/09/2017 & 16/01/2018 3) Students Seminar 26/09/2017 & 20/01/2018
15	Alumni and Parents Association	1) Alumni Meeting on 17/08/2017 2) Parents Awareness Campaign 04/01/2018 3) Alumni Sports Meet and Get-together 07/02/2017 3) Alumni and Parents Meeting 09/02/2018
16	NSS	1) Tree Plantation 01/07/2017 2) <i>Shrmdan</i> 01/08/2017 3) Independence Day 15/08/2017 4) <i>Maha Aavyavdan</i> Fortnight 23-30/08/2017 5) <i>Sadbhavna</i> Fortnight 20 August to 05 Sep. 2018 6) <i>Swatchh Bharat</i> Fortnight 01-15/09/2017 7) Medical Check-up of Students 28/09/2017 8) Blood Donation Awareness 13/10/2017 9) <i>Rashtriya Ekta Diwas</i> 31/10/2017 10) Road Safety Awareness 27/11/2017 11) AIDS Awareness Rally on 01/12/2017 12) National Youth Day 12/01/2018 13) Republic Day on 26/01/2018 14) NSS Special Winter Camp 26Dec. 2017 to 01Jan18
17	Students Welfare Activities	1) Nominations for UR 2) Guidance to Economically Weak Students about Scholarships.
18	Vocational Guidance and Placement Cell	1) Lectures 03/08/2017 2) Awareness for Recruitment Drive 15/9/2017 to 06/10/2017 3) Lecture on Communication Skills 22/09/2017 4) Preparation for Interview 14-15 Dec. 2017 5) Lecture on Resume Writing 19/01/2018
19	Yuvati Sabha	1) Training of hand bag making 26/09/2017 to 07/10/2017 2) Certificate course in 'Tailoring and Fashion Designing' 22 January 2018 to 03 March 2018 3) Lecture 09/03/2018 4) <i>Balika Saptah</i> 09-14/10/2017
20	Use of ICT	Every department used ICT in teaching learning process.

21	Fresher's Day	08/08/2017
22	<i>Sahid Abdul Hamid Abhivadan</i>	12/08/2017
23	Teachers Day	09/09/2017
24	<i>Gandhi Vichar Sanskar Exam</i>	28/09/2017
25	<i>Vachan Prerana Divas on occasion of Birth Anniversary of Dr. A. P. J. Abdul Kalam</i>	13/10/2017
26	Book Publication of <i>Sindhu Tai Sapkal</i>	09/01/2018
27	<i>Hamare Shivaji Maharaj</i>	15/02/2018
28	Youth Festival	21-22/02/2018
29	Marathi Rajbhasha Din	06/03/2018
30	Farewell Function and Annual Prize Distribution	05/03/2018

## **Feedback from stakeholders: Students**

At the end of the academic year feedback forms are filled from the regular students on curriculum, campus and teacher's performance. Students have given positive and some negative remarks regarding the faculties' academic performance. Total **88** students of BA and BSc filled the feedback questionnaire. The principal has scrutinized all the feedback forms and gave suggestions to the respective faculty members.