SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

GOVINDLAL KANHAIYALAL JOSHI (NIGHT) COMMERCE COLLEGE, LATUR

SHRI. MARWADI RAJASTHAN SCHOOL, CAMPUS, SIGNAL CAMP, LATUR
413512

www.gkjoshinightcollegelatur.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

(Draft)

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Govindlal Kanhaiyalal Joshi (Night) Commerce College, Latur (Maharashtra) is a private, non-aided educational institution affiliated to Swami Ramanand Teerth Marathwada University Nanded. It was established in the year 2012 (first night college in Marathwada region) and is recognized under 2f of the University grants Commission Act. Mr. Dhanraj Joshi was instrumental in bringing this institution into existence in order to provide educational facilities to students 'deprived of higher education due to their employment or self employment'. The College is functioning under the guidance of the 'Governing Body' and the 'College Development Committee.' The Governing body is a registered body. The college is located in a spacious building in the heart of Latur city.

Beginning with 41 students in the year 2012, the college presently has 237 students for B.Com. on its roll at Under Graduate there are 43 girls students. At present the college is offering (B.A. Distance mode of SRTMU, Nanded) with five optional subjects. At P.G. level, the college is offering P.G. Degree programme M.A. in (distance education mode) 11 subjects and B.B.A, presently the number of students on the rolls in these programmes is 23.

Vision

Shri. Harihar Pratishthan is established with a noble intention to provide the facilities of the higher education to this economically and socially backward area. The working youths of this rural base were forced to leave the education due to their personal, financial or family reasons. The basic motto behind the establishment was bringing those students back into the mainstream education by making available the educational facilities. Our visionary founders thought of establishing such institution at Latur with the vision:

Support and motivate socially and economically deprived working students to pursue higher education for the development of personality and academic excellence by attending night college.

Mission

"Learning while earning"

To provide learning opportunity by imparting quality commerce education to working youth who wish to pursue and continue commerce education while earning.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. First and the only Night College in Marathwada region for out of the main stream students.
2. The only Night College in the country having NPTEL Local chapter.

3. Adequate infrastructure, well equipped Computer lab and Library, Good eco-friendly environment.
4. Provides access to higher education to deprived and working class.
5. Qualified and experienced faculty and non teaching staff.
6. 56% of the faculty has registered for research work.
7. Active participation of faculty members in various conference, seminar and workshops.
8. Noteworthy achievements of students in sports & cultural activities.
9. Students are encouraged to participate in curricular, co-curricular and extracurricular activities.
10. The college is centrally located.

Institutional Weakness

1. No financial aid is provided by government agencies.
2. Inadequate English language communication skills of students.
3. Have not been able to make the Alumni Association very vibrant.
4. Acute shortage of permanent teaching and non-teaching staff
5. Class rooms fixtures and furniture being very old, there is a need to refurbish and exchange the old fixtures with the modern ones to enhance efficiency.
6. The college is running in rented premises. There is no hostel for the students in the college premises.
7. Time constraints regarding college operation hours.
8. Inadequate collaborations with state or national level institution.

Institutional Opportunity

1. To organize State / National seminars/conferences.
2. To strengthen the academic departments for providing consultancy services.
3. To strengthen the network with neighborhood industry and community.
4. To start UG programme in Arts faculty and PG programme in Commerce faculty.
5. To empower our girls to take their rightful place in the world.
6. Mobilization of resources.

Institutional Challenge

1. To start the skill based and Professional Courses.
2. Academic work is dependent on temporary faculty due to Government Policies.
3. Expansion of existing physical facilities.
4. To raise sufficient funds for Library up-gradation.
5. Being a night college, some efforts have to take to change mind set of conservative parents and students.
6. Poor schooling of the students and lack of basic knowledge about the subjects especially in the students of rural Institutions create problem in progress of the curriculum.
7. To develop ICT skills among students.
8. Placement cell activities.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

College follows curriculum designed by university. Other related information is provided by faculties during or after lectures. Advancement in student knowledge is sought through magazines and reference books. Well equipped computer lab is also available for students to get updated knowledge.

Implementation of curriculum is followed meticulously by every faculty member. They are given syllabi at the beginning of semester so as to plan their teaching speed. Important concepts are given weightage while delivering lectures. Monthly syllabus completion review is taken from faculties and over all state of syllabus completion is framed. Concerned faculty also conducts extra lectures if required. Important questions are given to the students as compulsory assignment.

Along with curriculum, advanced courses like tally (Accounting softwere) are also provided for interested students. College tries to obtain active participation of students in various other activities like tree plantation, social awareness programmes etc. Students are encouraged to prepare posters on various current social issues like pollution, gender equality social security etc. It helps to enrich our students as a responsible citizen.

College has framed feedback form for students, parents and management members. Each feedback covers issues and points related to the stack holders. Regular feedback ensures proper evaluation of college activities. Students' feedbacks about teachers are collected on unique ground. Fair responses from students about teachers, library & other administrative authorities help to find scope of improvement. Prompt necessary action is taken after the nalysis of the feedback.

Teaching-learning and Evaluation

The Criterion TLE attempts to obtain maximum possible results in present scenario and frames its working schedule in accordance with available resources ,internal as well as external factors. Within its own limitations of self financing institution and limited infrastructural state, the college manages to maintain qualitative standards during its teaching learning and evaluation process.

Mark-wise list is prepared after admission process which helps to sort advanced and weak students. Study and reference material is also provided in both Marathi and English language. Class test and internal examination help to assess students. The college also organizes other activities like industrial tours, classroom seminar, group discussion, quiz competition, essay writing, poster presentation etc. to sought overall development of the students.

Students' complaints about internal examination get promptly solved by concern college authority, at the same time grievance regarding university examinations are also get resolved within university declared frame work. College follows academic calendar declared by university and arranges its working accordingly. College has also developed well informed website stating important information about college and its activity. Notices about students and college activities are thus communicated to the students. Even as Night College the institution has marked its remarkable existence at university level competition too. Active participation of college students in various activities like FinLit test, SEBI workshops, Zonal level sports competition represents fruitful outcome of college efforts.

Research, Innovations and Extension

Our institute is working for transferring knowledge among the students. The college has established *'FinLit cell'* for this purpose. This cell is creating financial awareshess among the students. The college had organised different programmes for this purpose like SEBI workshops, FinLit Exam, *Vanijya Nagari*, etc.

The Institute not only cultivates personal financial management habit but also working for holistic development among the students. The college has arranged mass awakening programmes through *'Vyasan Mukti Rally'* voter awakening rally etc. The college also established *'Yuvati Kalyan Mandal'* which is working towards women's strengthening and for this purpose this cell had also organised different programmes.

Infrastructure and Learning Resources

Govindlal Kanhaiyalal Joshi (Night) Commerce College, Latur is a newly established institution. The college is in its developing Stage. The college building is on rent, with adequate class rooms & other physical facilities. The college has adequate indoor & outdoor sports facilities.

To promote e-learning, the college has established well equipped computer lab with Wi-fi and internet facility. College has a library with adequate books. Adequate provisions in annual budget are made from time to time for Physical & Academic development of the college.

Student Support and Progression

Student support forms an integral part of our college's commitment. To help and support students in their pursuit to become responsible citizens, the institution provides welfare schemes /scholarships / free ships for SC / ST / OBC and economically weaker students. Some are purely government based and some are supported by the community or management. The college plans and organizes extra and co-curricular activities throughout the year to accomplish our vision, mission and goals and provide students with a holistic development. Grievance and Anti-ragging cell look after student complaints. Various committees and co-curricular forums offer support services for the over-all development of the students. A wide range of sports and games, cultural and extra-curricular activities are made available to the students at different levels. Cultural, Commerce Club, Literary committees and Sports Cell motivate the students to participate in various competitions which have helped them to bag a number of awards. The college has an informal mechanism through Alumni meet to obtain feedback from the students for improving the student support services.

The student's representatives are nominated on many committees to contribute their constructive suggestions both in the academic and administrative activities which are useful for the holistic development of the institution. There is a student grievance cell, and separate woman grievance cell to solve the problems of the female students also. Students are given personal and academic counseling. The college provides support for student progression to higher studies and employment.

Governance, Leadership and Management

Govindlal Kanhaiyalal Joshi (Night) Commerce College is dedicated to the provisions of education to the employed, self employed and underprivileged first generation students. Notable number of our students belongs

to SC/ST/SBC/OBC category. These students also belong to the economically underprivileged sections of our society precisely because the economic backwardness of our people is rooted in their social backwardness.

The college being a constituent of the University of Nanded, is required to operate within the ambit of statues, rules and regulations of the university. The college has an effective and objective grievance redressal mechanism that focuses on the careful handling of any complaints that erupt at different times. The institution always remains open to feedback in particular from the students. Opinions and suggestions of staff and students are sought in timely manner.

The college encourages the faculty members to participate in various orientation, faculty development programmes, seminars, conferences and workshops. College also provide financial assistance to the faculty members so as to provide them with all the necessary support. Teacher representatives are selected to the college development committee and as a result they are enabled to participate in the management of the college by meeting and discussing with the Governing Body of the college.

In order to ensure the effective and efficient utilization of funds, the college prepares annual budget which is duly approved by the Governing Council. The transparency of the utilization of funds is also audited during the external audit.

Institutional Values and Best Practices

Being a night college our institute feels that safety related issues are our prior responsibilities. With this vision we established *'Yuvati Kalyan Mandal'* in our institute which organizes different programs for the development of girl students.

As the institution is still in its initial stage, we are having limited resources for waste management. We are keenly looking forward to plan a mechanism for waste management in near future. But as far as possible, the college avoids using hazardous substances like plastic articles, batteries etc.

The college is harvesting rain water & leakages are frequently checked to prevent wastage of water. The waste water is diverted towards plants & trees in our campus.

The college is working towards paperless system and unnecessary uses of papers are avoided.

The college is running an innovative department which is creating financial awareness among the students and for this purpose the FinLit cell arranges different workshops, FinLit test and an innovative program like **'Vanjya Nagari'**.

The college conducts pre-sem exam following the university pattern can be considered our best practice. This practice helps new students to understand the university exam pattern which helps them to avoid mistakes & score well.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	Govindlal Kanhaiyalal Joshi (night) Commerce College, Latur
Address	Shri. Marwadi Rajasthan School, Campus, Signal Camp, Latur
City	Latur
State	Maharashtra
Pin	413512
Website	www.gkjoshinightcollegelatur.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal(in-charge)	Sujata Chavan	02382-251717	9422072245	-	principalgkj@gmail.com
IQAC Coordinator	Sachin Prayag	-	9881717278	-	sachinprayag1@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Evening

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details	
Date of establishment of the college	15-06-2012

University to which the college is affiliated/ or which governs the college (if it is a constituent college)		
State	**University name**	**Document**
Maharashtra	Swami Ramanand Teerth Marathwada University	[View Document](#)

Details of UGC recognition	
Under Section	**Date**
2f of UGC	23-06-2016
12B of UGC	

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Details of autonomy	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	Yes
If yes, has the College applied for availing the autonomous status?	No

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Shri. Marwadi Rajasthan School, Campus, Signal Camp, Latur	Urban	5	1220.745

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Commerce	36	HSC PASS	Marathi,English	384	237

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0				0				3
Recruited	0	0	0	0	0	0	0	0	0	1	0	1
Yet to Recruit				0				0				2
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				15
Recruited	0	0	0	0	0	0	0	0	9	6	0	15
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				8
Recruited	0	0	0	0
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				8
Recruited	5	1	0	6
Yet to Recruit				2

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				2
Recruited	0	0	0	0
Yet to Recruit				2
Sanctioned by the Management/Society or Other Authorized Bodies				2
Recruited	1	1	0	2
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	1	0	1
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	0	1	0	1
PG	0	0	0	0	0	0	7	4	0	11

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	194	0	0	0	194
	Female	43	0	0	0	43
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Programme		**Year 1**	**Year 2**	**Year 3**	**Year 4**
SC	Male	21	31	29	23
	Female	1	4	2	4
	Others	0	0	0	0
ST	Male	0	0	0	3
	Female	0	0	0	0
	Others	0	0	0	0
OBC	Male	13	38	32	39
	Female	1	4	12	7
	Others	0	0	0	0
General	Male	42	108	132	129
	Female	10	30	38	37
	Others	0	0	0	0
Others	Male	13	24	19	22
	Female	1	2	9	6
	Others	0	0	0	0
Total		102	241	273	270

3. Extended Profile

3.1 Programme

Number of courses offered by the institution across all programs during the last five years

Response : 1

Number of self-financed Programmes offered by college

Response : 1

Number of new programmes introduced in the college during the last five years

Response : 0

3.2 Student

Number of students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
270	273	241	102	41

Number of seats earmarked for reserved category as per GOI/State Govt rule year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
200	200	203	125	62

Number of outgoing / final year students year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
44	30	12	1	1

Total number of outgoing / final year students

Response : 86

3.3 Academic

Number of teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	13	11	8	7

Number of full time teachers year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	1

Number of sanctioned posts year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
4	4	4	3	2

Total experience of full-time teachers

Response : 5

Number of full time teachers worked in the institution during the last 5 years

Response : 10

3.4 Institution

Total number of classrooms and seminar halls

Response : 9

Total Expenditure excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
13.25	8.86	6.91	4.59	1.56

Number of computers

Response : 10

Unit cost of education including the salary component(INR in Lakhs)

Response : 0.0614

Unit cost of education excluding the salary component(INR in Lakhs)

Response : 0.0384

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college strictly follows the curriculum designed by the university. For the effective delivery of the curriculum the college asks each member of the staff to prepare the semester plan of individual papers. Various strategies are discussed at departmental and general meetings regarding effective implementation of yearly curriculum.

MCQ based study material, internal examinations, assignment & tutorials, project work, industrial visit are the noteworthy activities included in the curriculum of the college. The teachers frequently arrange class tests/surprise tests in the class. Schedule of internal exams and tests is communicated to the students and staff well in advance. The college also arranges the guest lectures for the students.

The faculty is requried to submit Daily Teaching Report and get it signed by Principal. Time table is prepared well in advance and made available before the commencement of each semester. Guest lectures are conducted to create an interface between the students and industry / market.

The FinLit cell arranges a Financial Literacy Assessment Test for enhancing the students' knowledge in the field of finance. The FinLit cell arranges various workshops like SEBI in the college for giving the knowledge to the students about securities market and stock market. Various activities are carried out through associations like Sports, Cultural, Yuvati Kalyan Mandal, Student Council etc. which prepare action plan to achieve the goals & objectives of the college.

1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 0

1.1.2.1 **Number of certificate/diploma programs introduced year wise during the last five years**

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of the certificate/Diploma programs	[View Document](#)

1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
00	00	00	00	00

File Description	Document
Details of participation of teachers in various bodies	View Document

1.2 Academic Flexibility

1.2.1 Percentage of new courses introduced of the total number of courses across all programs offered during the last five years

Response: 0

1.2.1.1 How many new courses are introduced within the last five years

File Description	Document
Details of the new courses introduced	View Document

1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented

Response: 100

1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.

Response: 1

File Description	Document
Name of the programs in which CBCS is implemented	View Document

1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years

Response: 0

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum

Response:

For cross cutting the gender issues we had made one separate department 'Yuvati Kalyan Mandal. As the name suggests, it is girls' welfare committee established by the institute. Being a Night College, the institution feels the responsibility towards the safety of the girls students. The motto behind establishing the institute is the social welfare and it is the prime duty of the institution to tackle the gender issues and give an educational opportunity to the backward sector of our society.

A **'seven days self defense programme'** for the girl students has been arranged by the institution named **'Karate Prashikshan Shibir'** for strengthening the girl students to overcome the problems related to safety. The Idea behind arranging this programme has came from the challenges related to girl's safety which published in daily Newspapers at the front page and the news forced us to rethink about tackle the safety issues of girls.

The global warming is a biggest challenge not only faced by our country but also by the whole world. As an educational institute, we feel our immense responsibility towards the overcoming the issues related to the environment and for that we had taken initiative with 'Vasundhara Pratishthan, Latur'. This foundation is working from last two years for tree plantation and mass awakening towards the benefits of tree plantation. As we are having a small unit it is very challenging for us to directly initiate in the mass awakening but the institute motivates the students towards this challenge and they are connected with Vasundhara Pratishthan and helping this foundation towards the social responsibility. With the collaboration of Vasundhara Pratishthan, the institute actively participated in various tree plantation programmes. The students of the college actively participates with the Foundation for planting 10000 trees in Latur district out of this near about 7000 to 8000 plants were survived and this is the remarkable achievement by the foundation and the institution. On behalf of the foundation and the college, participated students have allotted the guardianship of the trees. The Foundation and the college celebrates

the birthdays of planted trees. The university designed Environmental Studies compulsory subject for the last year students. The college attentively teach the subject and also ask the students to implement it.

As the result of the motivation provided by the college, the students arranged a welfare programme on 15th of August where the students collected some amount to help physically challenged students living in orphanage. The students helped them by providing cloths.

1.3.2 Number of valued added courses imparting transferable and life skills offered during the last five years

Response: 0

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

File Description	Document
Details of the value-added courses imparting transferable and life skills	[View Document](#)

1.3.3 Percentage of students undertaking field projects / internships

Response: 0

1.3.3.1 Number of students undertaking field projects or internships

File Description	Document
Institutional data in prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 Structured feedback on curriculum obtained from 1) Students 2) Teachers 3) Employers 4) Alumni 5) Parents For design and review of syllabus semester wise/ year wise
A.Any 4 of the above

B.Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: B.Any 3 of the above

File Description	Document
Any additional information	[View Document](#)

1.4.2 Feedback processes of the institution may be classified as follows:
A. Feedback collected, analysed and action taken and feedback available on website

B. Feedback collected, analysed and action has been taken

C. Feedback collected and analysed

D. Feedback collected

Response: C. Feedback collected and analysed

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of students (other states and countries)	View Document
Institutional data in prescribed format	View Document

2.1.2 Average Enrollment percentage (Average of last five years)

Response: 55.97

2.1.2.1 Number of students admitted year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
270	273	241	102	41

2.1.2.2 Number of sanctioned seats year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
384	384	390	240	120

File Description	Document
Institutional data in prescribed format	View Document

2.1.3 Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 32.64

2.1.3.1 Number of actual students admitted from the reserved categories year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
76	75	77	36	13

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2 Catering to Student Diversity

2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

Assessment of learning level of student is a continuous process. Each and every faculty member strives hard to assess the students during and after lectures.

After admission, college prepares mark-wise list of every class and top ten students are selected as gold card students. These students are given special facilities from college library. Extra books are provided to them with excessive time limit. Regular class tests are conducted by respective subject teacher which is also an effective technique for assessment of the student. With the help of that both advance and weak students can get easily identified. Frequently asked questions from university exams are given as assignment questions by teacher. Such assignment questions help weak students to prepare for their university examination.

College conducts pre-semester examination following university exam pattern with same time limit. It work as finishing touch and teacher can minutely observe the students and find out weak as well as smart learners. On the other hand students can themselves assess their own performance and preparation level.

The college also follows a unique method to attend the special need of all kind of students. College organizes extra classes specifically for practical / numerical subjects one day before university examination. College noticed that such classes can prove beneficial to both i.e. average mark students and smart learner. With this practice the students feel cared and encouraged. They can face their examination with greater confidence level.

College library has reference books both in Marathi and English language which helps all students to clear their concepts.

2.2.2 Student - Full time teacher ratio

Response: 14.81

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.2.3 Percentage of differently abled students (Divyangjan) on rolls

Response: 0

2.2.3.1 Number of differently abled students on rolls

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.3 Teaching- Learning Process

2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

Response:

The entire teaching and learning process of the college is students centric. The college has planned its every single activity by keeping students at center.

The college has been arranging industrial visit every year to give practical as well as firsthand experience of industrial working. Many renowned C.A. firms & Shopping malls always approach the institution for recruitments at their unit. The college takes necessary steps and sends interested students for interviews to have hands on practical knowledge.

Participation:

The college has purposefully designed its program to obtain participation of active students. Many responsibilities are being allocated to them to improve their event management skills.

Programmes like 'Vanijya Nagari' are being organised to improve their business skills. Many classroom activities like Seminars, Group Discussions also held to extend participative skills of students. The college also arranges competition like poster – presentation on a specific social or commercial subject like environmental issues, demonetization, child abuse such various concepts help to generate experiential as well as participative skills among then.

Problem – solving Methodology:

From the very first year of establishment, the college used to take extra lectures prior to the university exam in order to solve students' problem, regarding their syllabus.

2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 37.5

2.3.2.1 Number of teachers using ICT

Response: 6

File Description	Document
List of teachers (using ICT for teaching)	[View Document]()

2.3.3 Ratio of students to mentor for academic and stress related issues

Response: 14.81

2.3.3.1 Number of mentors

Response: 16

File Description	Document
Year wise list of number of students, full time teachers and students to mentor ratio	[View Document]()

2.3.4 Innovation and creativity in teaching-learning

Response:

Recent commerce concepts are being elaborated with the help of PPT presentation. The college takes utmost care to inculcate new concepts in minds of students. Language teachers purposefully celebrate birth and death anniversaries of renowned authors and poets to generate interest about non commerce literature among the students.

Students are made aware about various recent trends by arranging competition like poster presentation, based on different issues ranging from current, social to economic issues.

To have better results in classroom teaching every teacher follows new participative techniques for students. Subject based seminars are made compulsory by university internal marks system. The teachers promptly arrange seminars, based on their subjects and interest of the students.

Another classroom activity for enhancing student's participation and their adoptability is group discussions which are being arranged at class level.

2.4 Teacher Profile and Quality

2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

Response: 31.67

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document

2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

Response: 80

2.4.2.1 Number of full time teachers with Ph.D. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	1	1	1	0

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document

2.4.3 Teaching experience of full time teachers in number of years

Response: 0.31

File Description	Document
List of Teachers including their PAN, designation,dept and experience details	View Document

2.4.4 Average percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

Response: 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

Response: 0

2.4.5.1 Number of full time teachers from other states year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Continuous internal evaluation is sought at institutional level by various means. The college has centralize its execution capacities for the betterment of its stakeholders various students centric continuous internal evaluation systems are developed. The college takes periodical reviews of students about teaching staff, library, office and other infrastructural facilities. Their feedback is being analyzed and prompt corrective actions is taken by management authorities accordingly. The mindset of students about their teachers and other required facilities can be easily reviewed through their feedback.

The college also maintains purposeful interaction with the parents too. Being Night college, we organize parents meet at college every year and inform them about security measures taken in the interest of students. The college also collects their feedback too which cover their expectations from college. After analysis of parents' feedback required steps has been taken.

The college has also developed administrative level supervisory mechanism to evaluate the syllabus completion speed. Monthly syllabus completion report has been collected from every teaching faculty and the same information get compared with required teaching speed. It helps to take some precautionary measure if required.

Subject wise university result is also analysised which provide better knowledge about the subject wise requirements.

Institution also takes periodic review of teaching staff through specially designed questionnaire. Problem of teaching as well non teaching staff are being discussed in the College Development Committee previously known as Local Management Committee.

Feedback of alumni are also taken and analyzed. Every year feedback of final year students is taken and their reviews are also being analyzed. The college is thinking on collecting feedback from other stake holders too.

2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

The mechanism is setup for internal assessment at institutional level is framed by keeping the students welfare at its centre.

Feedback of every teaching faculty is taken from maximum possible students during college internal examination. As college makes attendance compulsory during pre-sem exam and thus the said activity can be taken on large scale. The college never selects specific students to collect feedback. On the other hand, It tries to follow healthy open activity.

No student is allow to indicate any of his / her identification on the feedback form. It becomes possible for institution to obtain free and fair feedback from students.

The college also collects month wise teaching plan from every teacher to have collective outlook on entire teaching speed.

A facility of complaint box is arranged at college so to avail at most fair channel to place complaints hereby college ensures fair and fearless source of placing objections.

2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient

Response:

Examination related grievances of student are of two types. 1) The examination conducted by institution or college level, 2) Examinations conducted by university.

The college has developed well-planned examination department so as to cope up with update examination pattern. The college held examinations as university ground that is all of our faculty is going through same time table. Related grievance complaints if any are being solved by our exam department. From its first year, the college has maintained wel-developed mechanism of grievances redressal regarding any point / type of grievances related with examination. In fact, the college also has a separate Grievance Redresal Committee which always ready to solve the problems of students, parents etc. The college has set such a mechanism which is very transparent, time bound and also it keeps maintaining its efficiency and effectiveness from the first year of its establishment.

The college regularly keeps contacts with university officials and also with sub-center which is located locally for any fast action against such grievances etc.

2.5.4 The institution adheres to the academic calendar for the conduct of CIE

Response:

The college has its separate academic calendar and which is strictly followed. All our faculty members are wel-aware of academic calendar. In fact it is being set-up at the beginning of academic year by all faculty members. It is being prepared by taking into consideration all suggestion of all faculty members. And it is being compelled to all faculty members to adopt or follow the academic calendar. Actually for adoption of better quality assessment system of continuous internal evaluation it is must to follow certain disciplinary mechanism. And setting a good academic calendar is the most effective way to go with continuous internal evaluation programme.

The college has adopted maintaining the teaching – pad system for every faculty members and made it compulsory to write the taught contents. Every faculty members has to convey the same to principal which is helpful for cross verification according to academic calendar. Such mechanism help to cross check if syllabus is running through the planned academic calendar or not.

All the programmes including syllabus, seminar, various institutional programmes and examinations are being run with the follow up of that academic calendar.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

Institution consistently try to include social awareness among our students. It always encourage our students on various issues. Our purposeful efforts results in encouraging participation of our students.

Students from the institution takes initiative to collect funds from their own as well as faculty of this institution with this collected amount they visited *'Suashry'* – Orphanage centre & donated clothing for orphan children.

Prof. S. S. Sharma a faculty member of the institution is actively dealing and creating awareness regarding an environment issues, He continuously encourages students to take active part in his social work, we are pleased to state that many of our students have contributed in this efforts of tree plantation and tree conservation etc.

Secretary as well as other management members of the institution serve the society through various means, the institution has organised blood donation camp continuously from its incorporation.

Our students registered their active participation in various social activities organized by other than institution too.

In a rally organized by YIN for De-addiction, our students had registered their participation.

Being a commerce college we constantly encourage our students for effective business practices. Our students represented their business ability by participating in an innovative programme *'Vanijya Nagari'*.

Every year the institution has organised workshop of SEBI's resource person to build financial / investment awareness among students as well as teachers. We are pleased to state that large no. of our students has appeared for financial literacy that is 'FinLit' exams.

2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college has decided to conduct pre-sem exams in each semester as per university exam patterns. Our effort trained the students about time and writing co-ordination, this helps our students to manage their writing speed in university examination, it helps our students to attain errorless examination without stress. College has arranged extra lectures for weak students before one day of university exam. It improves the result of our students.

The college has arranged police security and periodic rounds which develops sense of security in the minds of our girl students.

The sport department of the college has also taken tireless efforts to seek students better performance in various sports events. Cricket team of the college succeeded in securing first runner up position in A-Zone sports competition organised by university.

Consistent efforts are taken by organization to enhance student financial awareness. The result of such efforts is fairly seen by large no. of our students participation in FinLit exam.

2.6.3 Average pass percentage of Students

Response: 67.72

2.6.3.1 Total number of final year students who passed the university examination

Response: 86

2.6.3.2 Total number of final year students who appeared for the examination

Response: 127

File Description	Document
Institutional data in prescribed format	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Database of all currently enrolled students	[View Document](#)

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the government/non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of project and grant details	[View Document](#)

3.1.2 Average number of research projects per teacher funded by government and non government agencies during the last five years

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

File Description	Document
List of research projects and funding details	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Extra curriculum activities with the innovative initiatives is a vital part for the every institution. Initiatives taken by the institution towards the creation and transfer of knowledge among the students will create faith towards institution.

The institution accepts the responsibility of the student's better enhancement not only with the

syllabus point of view but for the extra activities creating a special thinking among them. For that the institution had established a separate department named 'FinLit Cell' For developing independent thinking among the students about their personal, financial management and also for cultivating investment habits among them.

The institution's 'FinLit Cell' organizes workshopes of 'Security and Exchange Board of India' (SEBI) certified resource person's for creating awareness among the students about stock market and also career opportunities into that. The institution had also celebrated 'Financial Education Week (FEW)' Sponsored jointly by 'Association of Wealth Management of India' (AWMI) and also organized 'National Institute of Securities Market' (NISM) programmes in that week like Vanijya Nagari, SEBI workshop etc.

'Vanijya Nagari' (Commerce city) is another innovative initiative taken by the institution. It was the first step taken to support and create awareness about Digital Payment System among students.

The college had conducted 'Financial Literacy Assessment Test' (FinLit Test) in 2017 for the students and we had felicitated top 3 achievers. The purpose of this exam was to assess the financial literacy among the students.

The college also celebrates Financial Literacy Day. It has also organized stress management programme for the students. A motivational Programme for students is also arranged by the institution renowned psychiatrist delivered his valuable lecture on 'How to Study Tension Free'

The institution felicitates awards for the top scorer from the college in the university examination. The exam department of the college conducts pre-semester exam according to university pattern every year. The college had also organised poster presentation programme in that our students had raised different social issues by presenting the posters. These are some innovative activities conducted by the institution.

3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<u>View Document</u>

3.3 Research Publications and Awards

3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	[View Document](#)

3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

File Description	Document
List of Awardees and Award details	[View Document](#)

3.3.3 Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of research papers by title, author, department, name and year of publication	[View Document](#)

3.3.4 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 0.2

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	1	0	0

File Description	Document
List books and chapters in edited volumes / books published	[View Document](#)
Any additional information	[View Document](#)

3.4 Extension Activities

3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Sensitizing the students about different Social issues and their holistic development is the basic responsibility of every educational institution towards their students.

The institution feels the social responsibility towards environmental issues and to creat mass awakening. We signed an MOU with 'Vasundhara Pratishthan' which not only focuses on tree plantation but instill the need for planting trees in the younger generation .

For the benefits of the students the college have supported the programmes and activities organized by 'Daily news paper Sakal'.

The institution organizes blood donation camp every year and also organized 'Vyasanmukti Rally' for awareness among the society about the illeffecs of alcohol, tobacco etc. We celebrate Yoga day in the college every year by accepting that it is our responsibility to be aware about our health & related issues.

The college has organized rally for 'Voter Awakenning' among the college students and also for the society. A seven days training camp to train them about self defense techniques was organized by the college for the girl students.

The much discussed Delhi rape case again raised the issues about women's safety in our society. In light of that programme called 'Nirbhayashi Sanvad' (A talk with Nirbhaya) was organised by 'Yuvati Kalyan Mandal' to provide a platform to the girl Students and their mothers as well. So that open up discuss any issue or queries they are facing and to assure them corrective action against such issues.

The college not only think about our student but also for the special childs who are far away from the main stream in our society. The college has visited blind students and shared their challenges and tries to help them by offering them cloths and other gifts as per our capacity.

These are some activities conducted by the institution with the first step but not the last step.

3.4.2 Number of awards and recognition received for extension activities from Government

/recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	[View Document](#)

3.4.3 Number of extension and outreach programs conducted in collaboration with industry, community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc., during the last five years

Response: 2

3.4.3.1 Number of extension and outreach programs conducted in collaboration with industry,community and Non-Government Organisations through NSS/NCC/Red cross/YRC etc.,year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

File Description	Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	[View Document](#)

3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 10.17

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year

wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
33	25	19	22	0

File Description	Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

Response: 9

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	6	2	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc.	View Document
Copies of collaboration	View Document

3.5.2 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. during the last five years (only functional MoUs with ongoing activities to be considered)

Response: 2

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
2	0	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	View Document
Details of functional MoUs with institutions of national, international importance,other universities etc. during the last five years	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

Govindlal Kanhaiyalal Joshi (Night) Commerce College, Latur building is on rent basis. College has signed an MOU with Shri. Marwadi Rajasthan School to use building for college on rent basis. In building 08 class rooms with adequate furniture made available for teaching, learning. LCD projector facility is available in college. For college computer lab, 10 computers with internet facility are available. For encouraging the students, educational CDs and other IT educational resources are provided.

4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga centre etc. and cultural activities

Response:

Games and sports are integral part of student life. College always motivates students to participate in indoor and outdoor games. As the college is run on rental basis, play ground facility is available for sports. For the outdoor and indoor games following sport kit is available with college.

Outdoor – Crikect Kit, Voleyball Kit, Basket Ball, Discus Throw, Hammer Throw, Javelin Throw, Shot Put.

Indoor – Carom, Chess, Table Tenis, Rope swiping, Badminton.

College has signed an MOU with Shri. Marwadi Rajasthan Sikshan Sanstha for the use of Gym for students. College has signed an MOU with Shri. Marwadi Rajasthan School for the use of cultural Hall for cultural activities.

4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class, LMS, etc

Response: 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 9

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	[View Document](#)

4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 23.73

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
1.735	1.91	1.94	1.61	0.325

File Description	Document
Details of budget allocation, excluding salary during the last five years	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 Library is automated using Integrated Library Management System (ILMS)

Response:

        Govindlal Kanhaiyal Joshi (Knight) Commerce College, Latur has a new establishment in the year 2012. The college has a library with enough books. The system of keeping a manual record is adopted in the library such as Accession Register, Entry Book, Daily Issued Books etc. This institute is based on self finance, and as per the requirement from time to time the institution provides every facility in the colleges so that the purpose, in future institution planning to install ILMS and SOUL 2.0 Software under library automation programme and other library necessary facilities.

4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

Response:

The physical facilities including library, class rooms and computer lab, play ground are made available for the students. Regarding the maintenance of library institution ensures that necessary study material should be available in the library. Institution developed rules for the use of library. Suggestions are accepted by teachers regarding new books and made available in library.

        The institution has well established computer lab. Our institution gets regular maintenance computer lab time to time. Also institution has well develop rules regarding the use of computer lab. Regular maintenance of play ground and class rooms including sanitary facility is regularly carried out by

the institution.

4.2.3 Does the institution have the following:

1. e-journals
2. e-ShodhSindhu
3. Shodhganga Membership
4. e-books
5. Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc.	[View Document](#)

4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.2

4.2.4.1 Annual expenditure for purchase of books and journals year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.272	0.337	0.253	0.117	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	[View Document](#)

4.2.5 Availability of remote access to e-resources of the library

Response: No

File Description	Document
Details of remote access to e-resources of the library	[View Document](#)

4.2.6 Percentage per day usage of library by teachers and students

Response: 28.46

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 72

File Description	Document
Details of library usage by teachers and students	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has taken appropriate measures in ensuring IT infrastructure. The college has well established computer lab where free access of internet facility and computer is provided to the students as well as staff. The institution provides another way to access internet by using wifi from the year 2016. College management is taking prompt decisions in this regard. Time to time necessary provisions for development of Information and Technological facilities are made in annual budget by college management. Due to such advancement college could starts new course like NPTEL where students can get study material in PDF form. They also have to upload their assignments online.

4.3.2 Student - Computer ratio

Response: 23.7

File Description	Document
Student - Computer ratio	[View Document](#)

4.3.3 Available bandwidth of internet connection in the Institution (Lease line)
<5 MBPS

5-20 MBPS

20-35 MBPS

35-50 MBPS

Response: <5 MBPS

File Description	Document
Details of available bandwidth of internet connection in the Institution	[View Document](#)
Any additional information	[View Document](#)

4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

Response: No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 44.22

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
3.838	4.252	3.112	2.664	0.641

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	[View Document](#)

4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Response:

The physical facilities including, classroom, computer lab, etc. are made available for the students. The maintenance of classrooms, computer lab done with efforts of the non-teaching staff & college also made a maintenance contract for computer lab with local experts. As the college building is on lease, the college ground & garden is maintained by the college regularly.

Academic & support facilities : The Academic support facilities like library, the sports , support overall development to the students.

For the maintenance of library provisions made by the college management in yearly Budget. The activities like fumigation & cleaning of library clean is done frequently by the library staff.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 32.25

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
79	57	78	43	15

File Description	Document
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	[View Document](#)

5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 7.97

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
12	7	12	11	7

5.1.3 Number of capability enhancement and development schemes –

    1.For competitive examinations
    2.Career counselling
    3.Soft skill development
    4.Remedial coaching
    5.Language lab
    6.Bridge courses
    7.Yoga and meditation
    8.Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

Response: E. 3 or less of the above

File Description	Document
Any additional information	[View Document](#)

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

Response: 0

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	[View Document](#)

5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of the students benifitted by VET	

5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Details of student grievances including sexual harassment and ragging cases	

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 46.7

5.2.1.1 Number of outgoing students placed year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
3	3	2	1	1

File Description	Document
Details of student placement during the last five years	

5.2.2 Percentage of student progression to higher education (previous graduating batch)

Response: 15.91

5.2.2.1 Number of outgoing students progressing to higher education

Response: 7

File Description	Document
Details of student progression to higher education	

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: NET/SLET/GATE/ GMAT/CAT, GRE/ TOFEL/ Civil Services/State government examinations)

Response: 100

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/SLET/GATE/GMAT/CAT, GRE/TOFEL/Civil Services/State government examinations) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	1	1	1

5.2.3.2 Number of students who have appeared for the exams year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	3	1	1	1

File Description	Document
Number of students qualifying in state/ national/ international level examinations during the last five years	[View Document](#)

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	[View Document](#)

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

Student council is a group of students elected by class representatives. Council participate in planning of college social events like blood donation, tree plantation etc. The annual function of college is also organised by student council. College also selected three students in College Development Committee, one is from alumni and two from current academic year.

Student council members bring ideas, requests and feedback to the management. A democratic process is used to give students a voice and make decisions in creating a yearlong calendar programme.

But from last two years, the council does not in existence because of the change in University Act. But college framed a shadow council and it works successfully in organization of various college events.

In the current academic year 2017-2018 college has estabilshed students council and representatives on various bodies.

File Description	Document
Any additional information	[View Document](#)

5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 14

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
37	19	14	0	0

File Description	Document
Number of sports and cultural activities / competitions organised per year	[View Document](#)

5.4 Alumni Engagement

5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the

development of the institution through financial and non financial means during the last five years

Response:

   To promote and foster mutually beneficial interaction between the Alumni and the present students of the college. As the college was established in the year 2012, the first batch of the college passed out after three year i.e. 2015. Due to this reason college has not constituted alumni association. The association was established previous year. The main intention behind framing association is to enable the alumni to participate in activities which would contribute to the general development of the institute.

   The alumni association is not registered and no financial support is provided by association to the college.

5.4.2 Alumni contribution during the last five years
<1 Lakh

1 Lakh - 3 Lakhs

3 Lakhs - 4 Lakhs

4 Lakhs - 5 Lakhs

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3 Number of Alumni Association / Chapters meetings held during the last five years

Response: 1

5.4.3.1 Number of Alumni Association /Chapters meetings held year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
1	0	0	0	0

File Description	Document
Any additional information	View Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision:- *Support and motivate socially and economically deprived working students to pursue higher education for the   development of personality and academic excellence by attending night college.*

Mission statement:- *"Learning while earning"*

To provide learning opportunity by imparting quality commerce education to working youth who wish to pursue and continue commerce education while earning.

The college has adopted democratic practice of management

Perspective plans:- The aspects covered under perspective plan includes: New courses to be introduced, facilities to be developed for teaching and non teaching, facilities for the learners extension activities etc.

The faculty contributes activity in designing the academic plan and its implementation as well. In meetings open discussion is carried on to offer everybody an opportunity to express. Best and healthy practices, essential changes, remedial measures etc. are suggested by them. Many of the faculty members are actively involved in various committees and they contribute in the decision –making. The faculty members keep their performance in tune with the quality standards. One teacher as (teacher representative) participates in the College Development Committee.

Almost 100% staff participates in the management of the college through the membership of various committees. The outcome of this style include:- 1) increased enthusiasm 2) increased voluntary participation 3) increased co-operation, harmony effectiveness and efficiency 4) smoother and congenial relationship.

6.1.2 The institution practices decentralization and participative management

Response:

The authority and accountability in the institution flows top to bottom. Principal is the administrative head of the college. The academic units are headed by the head of department and faculty is a part of these academic units (departments). The departments function under the head of departments to whom authority is delegated regarding academic maters. The functions of the college are performed through various curricular and co-curricular committees. The desired autonomy is given at all levels. Teachers are given freedom to invite guest lecturers, to select and purchase books for library, to arrange the field visits, to select the topics of projects to be assigned to the students etc.

Also the college/institution has maintained organizational culture, which encourages participative

management. At each level of the hierarchy the flow of authority and responsibility has been defined. The major administrative decisions are made through meetings in which the concerned person has a freedom to express his / her opinions and views. All stakeholders of this institution have a right to express their views in the meeting concerned to them. The suggestions of students are sought through feedback form.

Principal of the college is the member of governing council. One teacher participates in the College Development Committee. Almost 100% of the staff participates in the management of the college through the membership of various committees.

In any particular academic year various committees are established. One such committee among them is Cultural and Youth festival. This committee is also responsible for organizing Annual Social Gathering in the college. It works independently and issues notice regarding cultural activities and circulates the same for inspiring students to take active participation in the Annual Social Gathering. Usually a two day Gathering is arrange at the end of the academic year where management members, invited guests, staff (Teaching and Non-teaching), students and their parents are invited. Some events are organized two to three days prior to the annual gathering like Teacher's Day, Matching Day, Traditional Day and various such activities where the entire staff and students take active participation. Programme list is prepared by the cultural committee to the consultation of Principal and Management members. Various sub committees like discipline committee, refreshment committee, fish-pond committee are formed under cultural committee who are given / allotted different responsibilities the make the Annual Gathering a successful event.

6.2 Strategy Development and Deployment

6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

Response:

Strategic Plan –

1. To convert single faculty college into multi faculty institution.
2. To start P.G. programme in commerce.
3. To increase the number of books in library.
4. To start tally equipped computer lab.
5. To establish financial literacy cell (FINLIT Cell).

Efforts made to accomplish the strategic targets.

1. New course for B.A., M.A. (Distance) SRTM University were started in 2013-14.
2. Proposal for P.G. programme in commerce has already been send to the University for Approval.
3. No. of books have increased from 304 in 2013-14 to 929 in 2017-18.
4. Tally equipped computer lab was started in 2014-15.

Since the Institution has got Commerce oriented curriculum, we have accepted the responsibility towards

the student's enhancement not only from the syllabus point of view but also through extra activities for creating special thinking among them. In light of that the institution has established a separate department named 'FINLIT CELL' for cultivating investment habits among them and for developing independent thinking among the students about their personal financial management. The institution's 'FINLIT CELL' organizes workshop through Security and Exchange Board of India (SEBI) certified resource person for creating awareness among the students about stock market and also the immense carrier opportunities available in it. The institution has also celebrated 'Financial Education Week'(FEW) sponsored by 'Association of Wealth Management of India'(AWMI) and organised some programmes in that week like Vanijya Nagri, SEBI Workshop etc. 'Vanijya Nagri'(Commerce City) is another innovative initiative taken by the institution to create awareness about digital payment system among students. The college has conducted 'Financial Literacy Assessment Test'(FINLIT TEST) in2017 for the students and felicitated top 3 achievers.

6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

As the institution is permanent non-aided the apex governing body of the institution is the body of directors. The management of the institution is headed by the president who is assisted by one vice-president, one secretary and one treasurer. The governing council consists of seven members. Top management performs the role of provider, facilitator, policy maker, guide, supervisor and controller.

College Development Committee (CDC) is at the college level and is established as per the provisions u/s 85 of the Maharashtra Universities Act,1994. The Chairman of Shri Harihar Pratishthan is the chairman of the college. Principal acts as a Secretary of CDC. The committee meets at least twice a year or more times as per the need. Local level policies are decided by the committee. Appointments, confirmation of the staff, financial aspects, discipline, evaluation of various activities in the college etc are the issues dealt with the CDC.

Principal:- Principal is the head of the institution and is responsible for all the activities in the college. He provides academic and administrative leadership and is responsible for building the institute's public image.

NAAC Co-ordinator:- All the functions of NAAC are divided broadly into seven criteria's. Each criteria is headed by member of NAAC steering committee. The NAAC co-ordinator then conducts the meeting of various committees in the specific criteria. The plan for the committees is prepared. These all plans are discuss again and accordingly final layout is prepared. Co-ordinator is the one who is responsible to co-ordinates all the activities taken and are suppose to be taken in future.

Head of the Department:- The head of the department's works as academic head of the particular department makes the decision regarding the distribution of workload in the department and carrying out various curriculum and co curriculum activities in the department.

Office In-charge :- Office In-charge is head of office. He is assisted by office staff. Office to a college is

just like a mainspring to the clock. The responsibility of the office in-charge includes providing smooth and timely service to the students and staff. He is responsible for creating and maintaining the records . He makes the decisions related to his responsibilities.

Librarian:-Librarian is the head of the library who maintains the library and makes available the books, journals and other study material.

Service Rules :- As per the Universities Act and the State and Central Government educational policies.

Recruitment :- As per the Universities Act and the State and Central Government educational policies.

Promotional policies:- As per the directions of statue of state government and central government.

Grievance Redressal Mechanism:- The student Grievance Redressal Cell is formed in the college. The genuine complaints are considered to take quick action to correct things. There is not a single ragging related case reported in the college during the last five years. The committee kept timely observation and till the date only one such grievance (for boys) was formally recorded and sorted out. We have women's grievance redressal cell to sort out the issues related with the sexual harassment .We have 'Yuvti Kalyan Mandal' which promotes for their improvement and guidance provided to girls. The phone numbers of the members of women's redressal cell is displayed in college campus. We didn't find any sexual harassment case in the college premises

File Description	Document
Any additional information	[View Document](#)

6.2.3 Implementation of e-governance in areas of operation: 1.Planning and Development 2. Administration 3. Finance and Accounts 4. Student Admission and Support 5.Examination
A. All 5 of the above

B. Any 4 of the above

C. Any 3 of the above

D. Any 2 of the above

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	[View Document](#)

6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and

implementation of their resolutions

Response:

Management believes in participative management. The normal working of the college is participative and hence all the functions are divided into various committees with the required authority to make their decisions in the prescribed area. One such committee is 'Yuvti Kalyan Mandal' (Women's Empowerment and Counseling Cell). The institute runs 'Yuvti Kalyan Mandal' for promoting women, under this mandal various activities are conducted successfully like:-

1. Karate Traning Camp and various competitions, which makes our girls self dependent and courageous.
2. Cultural programmes which bonds our youth to our culture.
3. Health related programmes like Aahar aani Vihar.
4. Dealing with the complaint and grievances.

Women need to be encouraged to participate actively in the academic activities and also they need a special platform to express not only problems but their thoughts and views also. 'Yuvti Kalyan Mandal' offers this facility to the female students in the college. Mrs. Vidya Kamble and Mrs. Nayan Rajmane are the in-charge of the Mandal. Girls from different classes are given the responsibilities of the mandal. This mandal was established in the academic year 2014-2015. In its first meeting a decision was taken to arrange 7 days Karate Camp for the girls under the guidance of black belt trainer Miss. Rupali Kamble. Since it's a night college and the girls students go home quite late so teaching them the art of self defense can be a life changing experience because it empowers them with confidence, knowledge and determination. As per the minutes of meeting held on 2nd August 2014 Karate Training Camp was held in college from 8th August 2014 to 16th August 2014. Many girls participated in that Camp and on 26.07.2014 a felicitation programme was held under the chairmanship of Mrs. Kirti Joshi (Vice-President of Shri. Harishar Pratishthan). A demo was arranged where girls showed the skill and techniques of self defense learned in the past one week. Mrs. Joshi thanked Miss. Rupali Kamble (the black belt trainer) for the hard work which she has put in to teach the self defense techniques to the girls and praised all the girls for the demo.

6.3 Faculty Empowerment Strategies

6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

Response:

The welfare schemes are offered to the teaching and non-teaching staff with an intention to create a healthy atmosphere in the college. Full freedom of thought and action is provided within the framework of the code of conduct. It is carefully seen that the staff enjoy all job related rights, free vehicle parking facility is provided to all the staff members. Free dental camp was organised for all the staff and their family members. 'Ahar Ani Vihar' a programme to address the issue on women health was also organised were all the ladies staff members were present. Salary advances are approved and given to the staff whenever requested for. Education loan is given to teaching as well as non-teaching staff on 0% interest wherein the amount of loan is paid back by the employees in monthly installments from their salary.

6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 40

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
02	00	00	00	00

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	[View Document](#)

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	[View Document](#)

6.3.4 Average percentage of teachers attending professional development programmes viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programme during the last five years

Response: 20

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program,

Refresher Course, Short Term Course, Faculty Development Programs year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
01	0	0	0	0

File Description	Document
Details of teachers attending professional development programs during the last five years	[View Document](#)

6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The college employs a systematic Performance Appraisal System. The performance of the staff is evaluated by the seniors by observation and communication.

The Teacher's performance is evaluated by adopting the following means :-

1. Teacher's evaluation by the students.
2. The Teacher's performance is evaluated by the top management and principal on the basis of the results in the university exams and feedback given by the students. After assessing the performance of temporary teachers on the basis of these reports, their services are continued.

Regarding the non-teaching staff an increment is given to them on yearly basis.

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly

Response:

The institution maintains all the account books as per the norms. The account books are regularly audited. Internal audit is carried on by certified auditor appointed by the management. These accounts are audited up to March 31, 2017.

All audit reports are submitted to the governing council.

We have got an mechanism of internal audit and control where in Principal check the cash books on quarterly basis.

Since there are no audit objections till the date the necessity of maintaining the mechanism for settling audit objections never arise

6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III)

Response: 0.04

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year wise during the last five years (INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.04	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	[View Document](#)

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Since it's a permanent non-aided institution established 5 years back, having single faculty programme running from rented campus, institution is trying to expand its resources for future development. The institution believes in the economy and simplicity. The attempts are made to raise the funds by running separate Tally courses. An MOU was signed on 22.03.2017 with Skill Academy, where special batch of Tally was arranged. A private batch of 14 students was started in April 2017. It was 3 months programme. 14 students successfully completed the training and some of them got placements also after completion of the training. The income so received from this batch is planned to be utilized for the up gradation of the computer lab. Few more batches are lined up in the next few months.

6.5 Internal Quality Assurance System

6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Response:

The college was established in the year 2012. During the first three years focus was on discussing, implementing and reviewing all aspects of the education process in the college including setting parameters. Therefore the college has concentrated all its energy on improvising students and their learning abilities. After the passing of first two batches, as per the direction of management council, college has decided to form IQAC Cell. Accordingly the IQAC Cell has been established on 17.11.2017. In the first meeting importance of IQAC and its role in the overall development of the institution was discussed.

6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The IQAC Cell has been established on 17.11.2017. In the first meeting importance of IQAC and its role in the overall development of the institution was discussed. The IQAC is planning to set down broad guidelines under which the Teaching Learning process will be implemented. Committees have been formed to plan and implement various activities under different heads so that the desired quality of outcome can be assured to the beneficiaries.

The activity of students' feedback for teachers will be undertaken more effectively under IQAC. At the same time purposeful attempts to increase research work by faculty members is supported with financial aid by management on account of suggestion given by IQAC Cell.

6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 0

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	[View Document](#)

6.5.4 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements**
2. **Academic Administrative Audit (AAA) and initiation of follow up action**
3. **Participation in NIRF**
4. **ISO Certification**
5. **NBA or any other quality audit**

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

Response: E. None of the above

File Description	Document
Details of Quality assurance initiatives of the institution	[View Document](#)

6.5.5 Incremental improvements made during the preceding five years *(in case of first cycle)* **Post accreditation quality initiatives** *(second and subsequent cycles)*

Response:

Quality enhancement initiatives in the academic domain –

The quality education is the most important aspect which the institution tries to achieve through qualified teachers, choice of optional quality curriculum, best methodology, field visits and protects etc. The institute has accepted its social responsibility and it is implemented though spreading education horizontally to include the deprived section of the society, especially rural, socially backward section. In the current year 2017-18 there are about 46% students belonging to that category. Learners are provided opportunity to participate in the process of developments though sports, cultural activities, group discussions, tutorials, sales competition, programmes of Yuvati Kalyan Mandal, students welfare committee etc. FINLIT Cell was established to give financial literacy to students. Exam was conducted for the same on 05.02.2017. Workshops have been organised in co-ordination with SEBI to provide knowledge about securities & stock exchange market. Every year best achievers among students are felicitated computer lab with internet facility was started. Every year final year students submit projects reports as a part of curriculum. Best projects are felicitated. A workshop was conducted about career opportunities in securities market conducted by authorized resource person of NISM. From 30.01.2017 to 04.02.2017 financial education week was celebrated and commerce city (Vanijya Nagari) was arranged to get some practical knowledge about marketing skills etc. In order to upgrade the quality of teachers they are encouraged to undertake research and other self development programmes, to participate in seminars, conferences and workshops through the provision of duty leave & T.A.

Quality enhancement services in the administrative domain :

During the past five years one full time post in commerce was filled up. Advertisement given in news papers and on University web site for two fulltime posts for lecturers in the month of Nov. 2017. Approval for the post of I/c Principal was granted by the university. Though most of the lectures are on clock hour basis, approval of two qualified lecturers was granted by the university. An increment of 25% in salary of staff members was approved by the management.

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

Response: 0

7.1.1.1 Number of gender equity promotion programs organized by the institution year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
List of gender equity promotion programs organized by the institution	[View Document](#)

7.1.2

   1. **Institution shows gender sensitivity in providing facilities such as:**
      1. **Safety and Security**
      2. **Counselling**
      3. **Common Room**

Response:

  Being Night College the college feels it's our prior duty and responsibility towards girls regarding their safety related issues. The institutions has arranged one programme for girls to teach them self defense techniques. The college with and intension of motivating and promoting women has established women's empowerment and counseling cell called 'Yuvati Kalyan Mandal' who works for the girls students development. The cell organized different programmes. The much discussed Delhi rape case once again raised issues about women's safety in our society. In light of that programme called 'Nirbhayashi Sanvad' (A talk with Nirbhaya) was organised by 'Yuvati Kalyan Mandal' to provide a platform to the girl Students and their mothers as well. So that open up discuss any issue or queries they are facing and to assure them corrective action against such issues. The institution had arranged stress management programme. The motivation training for college student and staff is arranged by the institution for the better performance of the staff and good result of the students. The 'Vyasan Mukti Rally' was also arranged by the institution to create awareness among the society and college students.

  The common room facility provided by the institution is to create Cohesiveness and cordial relations among the students.

7.1.3 Alternate Energy initiatives such as:

   1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 7

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	[View Document](#)

7.1.4 Percentage of annual lighting power requirements met through LED bulbs

Response: 15.54

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1.088

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 7

File Description	Document
Details of lighting power requirements met through LED bulbs	[View Document](#)

7.1.5 Waste Management steps including:
- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

For utilization of waste management proper planning and set up is required and since the institution is still in its initial stages of development. We are stressing more towards students development. Management is keenly looking forward to plan for waste management. However we are motivating and crating awareness towards environment in our students and staff members. College has signed MOU with 'Vasundhara Pratishthan'

As far as possible, the college avoids using hazards substances like plastic bottles, batteries etc. Solid wastes are disposed off separately with the help of Latur Municipal Corporation. Water waste from reverse osmosis (RO) system is diverted towards plants and trees in the campus.

Non working computers, keyboard, mouse and CPU are kept in the store room and are planned to be discarded scraped in near future.

7.1.6 Rain water harvesting structures and utilization in the campus

Response:

Institution gives utmost importance to the conservation of natural resources. College meticulously plans to use rainwater resource too. The building where college runs on rental basis is having rain water harvesting mechanism. Through it we tried to conserve rainwater and utilized the same for plantation in the building. Rainwater on roofs of the college building is harvested for optimum use. Water leakages are frequently checked to prevent wastages of water. Waste water from reverse osmosis (RO) system is diverted towards plants and trees in the campus. Wallpapers are displayed with the appeal of using water resources rationally.

7.1.7 Green Practices
* **Students, staff using**
a) **Bicycles**
b) **Public Transport**
c) **Pedestrian friendly roads**
* **Plastic-free campus**
* **Paperless office**
* **Green landscaping with trees and plants**

Response:

The institution worked towards clean environment for that purpose we had motivated our staff and students to use eco-friendly products. some staff members and students of the college uses bicycle as the mode of transportation. Some of our students attend college regularly by using public transport system. College has signed MOU with 'Vasundhara Pratishthan' who is actively engaged and give priority to tree plantation and greenery not only in Latur but also in adjoining areas not only this, they organize different programme for social cause as well. There logo is ***"Wrat Samaj Seveche, Rakshan Maibhumiche."*** The office staff is also working towards execution of paperless system. The unnecessary use of papers is avoided and for that purpose we are using computer based system. All important notices for staff are send via SMS. There are various kinds of trees and plants in the college campus. Waste water released from drinking water resources is also utilized for trees in the college campus.

File Description	Document
Any additional information	View Document

7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

Response: 0.05

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year wise during the last five years(INR in Lakhs)

2016-17	2015-16	2014-15	2013-14	2012-13
0.016	0	0	0	0.0018

File Description	Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. **Physical facilities**
2. **Provision for lift**
3. **Ramp / Rails**
4. **Braille Software/facilities**
5. **Rest Rooms**
6. **Scribes for examination**
7. **Special skill development for differently abled students**
8. **Any other similar facility (Specify)**

A. 7 and more of the above

B. At least 6 of the above

C. At least 4 of the above

D. At least 2 of the above

Response: C. At least 4 of the above

File Description	Document
Resources available in the institution for Divyangjan	
Any additional information	

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years

Response: 0

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	

7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)

Response: 1

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year wise during the last five years

2016-17	2015-16	2014-15	2013-14	2012-13
0	0	0	1	0

File Description	Document
Any additional information	
Details of initiatives taken to engage with local community during the last five years	

7.1.12

Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff

Response: Yes

7.1.13 Display of core values in the institution and on its website

Response: Yes

7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations

Response: No

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	[View Document]()

7.1.15 The institution offers a course on Human Values and professional ethics

Response: No

7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions

Response: Yes

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 4

File Description	Document
Any additional information	[View Document]()

7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution celebrates various national festivals, birth and death anniversary national identities. So that we had organized various programs like Savitribai Fule birth anniversary, Gandhi Jayanti, Shivaji Maharaj Jayanti, Maa Jijau Jayanti, Swami Vivekanand Jayanti, etc.

We also celebrate various national festivals like yoga day, Independence day, Marathavada Mukti Sangram Din, Swachata Divas etc. we feel our prior duty to celebrate these programmes and cultivate patriotism among the students towards our national identities and heritage.

7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

College tried to maintain maximum possible transparency in each of its activity. Management has given permission to publish audited statement of the institution on college website. College promptly submits its' financial information required by higher statutory bodies like, All India Survey of Higher education, Management Information System, Joint Director Office etc. All financial notices to students are promptly circulated with fees structure details. Academic transparency is maintained with careful attempts. Important decisions are taken with the permission of statutory bodies. Executive decisions are taken in the meetings of respective committees and its decisions are implemented with wide notice.

7.2 Best Practices

7.2.1 Describe at least two institutional best practices (as per NAAC Format)

Response:

FinLit Test

1. **Objectives of the Practice**

- To buildup financial literacy among the students.
- To make students aware about benefits of saving.
- To motivate the students towards investment.

2. **The Context and Practice**

The FinLit cell is an innovative cell run by our institute. The FinLit cell is established with a motive to make students aware about the benefits of saving. The investment is an important part for the capital formation and the only theoretical knowledge will not aware the students about investment. So our FinLit cell arranges different types of programmes to motivate the students towards investment.

Being a night college many of our students work in the day shift and attend college regularly in the night shift and they belongs to the weaker section of the society. It is a prior responsibility of the college to connect these students with the higher education facilities but only theoretical knowledge will not prepare the students to face with other academic challenges. So, that FinLit cell had organized different kinds of programs like 'Vanijya Nagari' (Commerce City), FinLit Test, SEBI Workshop, career opportunity in stock market programme, celebration of 'Financial Education Week' etc.

3. **Evidence of Success**

In financial literacy test large no. of students are participated, the graph of participating students are increased which shows positivity among the college students towards financial literacy.

4. **Problems Encountered and Resources Required**

The problem among the students was lack of awareness about pocket-money management and also lack of awareness about participating in these types of test so we had taken more efforts for participating them in this test. The college has faced these challenges during these programme but we had made our sincere efforts towards success of these programmes.

<div align="center">

Pre-Sem Exam

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1. **Objectives of the Practice**

- To test knowledge of the students before university exam.
- To make students aware about university exam.
- Clarifications of doubts before University exam.
- To increase the result.

2. **The Context and Practice**

Conducting Pre-Sem exam as per university pattern is our best practice. The result of this examination is displayed on the notice board within five days. So that, students can check it out their mistakes and avoid to repeat these mistakes in the semester examination. These are some best practices run by institution for enhancing the performance of the students.

3. **Evidence of Success**

Successful result of final university exam is the main evidence of the success of pre-sem exam. With the help of this pre-sem exam the graph of the college result increases day by day.

4. **Problems Encountered and Resources Required**

Large number of students of the institution is from remote area and the college has to take concentrated efforts to communicate them about pre-semester exam. Most of the students are working and they are not frequently updated and to bring such students for exam is real challenge for us. The college has faced these challenges during these programme but we had made our sincere efforts towards success of these programmes.

File Description	Document
Any additional information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Being an academic institution we perform academic duties and responsibilities as per mentioned in vision and object of the institution. Every programme is designed and executed in accordance with institutional goals. Social service is an area where the institution imparts its responsibility distinctively. With the help of programmes like blood donation, tree plantation and conservation, and generating social awareness among students by visiting orphanage centre along with staff, our students too have participated actively. Even though our college has received permission to run NSS programme in this academic year, the college has made remarkable efforts in the field of social service form its established year time itself.

5. CONCLUSION

Additional Information :

The foundation of our institution is laid by visionary person who came from common middle class family. The founder secretary (Shri. Dhanaraj Govindlalji Joshi) of our institution still works as an Office Superintendent in other reputed college. Other management members are also active in other social causes. They decided to provide higher education facility to economically deprived class of the society. College extends admission with minimum required admission fees and provide instalment facility for further due fees. Even being an unaided college and limited revenue sources, our authorities never put any restriction on any student in his/her academic progress due to financial issue. On the other hand we try to accommodate maximum possible students with minimum required fees. Due to limited intake capacity, personal contact with every student and their parents has become the unique feature of the institution. College has also extended job facility to graduate students at college level. Even though it's a self financed unit, minimum required facilities for students like computer lab, library is made available from its very first year promptly. Majority of the college teaching staff work on Clock Hour Basis but still deliver consistent result through their excellent teaching efforts. Active participation of students in various competitions as well as other social activities is also our remarkable achievement. Along with regular classroom teaching, college is also adopting advanced knowledge sources like NPTEL, TALLY, NISM, workshop of SEBI's resources person etc. Such initiatives help our student to stand with confidence and competitive advantage.

Concluding Remarks :

The institution as per its vision and mission is strives to achieve the goals laid down in the initial stages. The college has completed five years and in order to identify the internal areas of planning, resource allocation and to know our strength, weakness, opportunity and challenges, NAAC accreditation process proved to be a guiding path. During the entire process of preparing SSR we came to know about scope of improvement in the field of academics, curricular and extra curricular activities of the institution. Henceforth our efforts will be more centric, focussed resulting in building a quality culture; trying to achieve the standards set by NAAC.