



Maharshi Karve Stree Shikshan Samstha's
Shri Siddhivinayak Mahila Mahavidyalaya
Karvenagar, Pune –411 052
(Maharashtra)

Annual Quality Assurance Report
(AQAR)
Academic Year 2017 – 18

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (*Note: The AQAR period would be the Academic Year. For example, July 1, 2017 to June 30, 2018*)

Part – A

1. Details of the Institution

1.1 Name of the Institution

Shree Siddhivinayak Arts and Commerce Mahila Mahavidyalaya

1.2 Address Line 1

Karvenagar

Address Line 2

Taluka – Haweli, Dist. - Pune

City/Town

Pune

State

Maharashtra

Pin Code

411052

Institution e-mail address

siddhivinayakcollege52@gmail.com

Contact Nos.

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Name of the Head of the Institution:

Dr. Sanhita Athawale

Tel. No. with STD Code:

020 25473275

Mobile:

9370388088

Name of the IQAC Co-ordinator:

Dr. Minal Paranjape

Mobile:

9881985204

IQAC e-mail address:

ssvmm.iqac@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

MHCOGN 10523

1.4 NAAC Executive Committee No. & Date :

WH/Cert-A&A/EC(21st SC)/20.3/2017
Dt. 16/03/2017

1.5 Website address:

www.siddhivinayakcollege.org

Web-link of the AQAR:

1.6 Accreditation Details:

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	72.70	2004	2009
2	2 nd Cycle	B	2.61	2009	2014
3	3 rd Cycle	A	3.04	2017	2022
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC: 15/01/2004

1.8 AQAR for the year : 2017 - 18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- i. AQAR 2016-17 (27/10/2017)
ii. AQAR 2017-18 (31/12/2018)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self- financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phy.Edu.)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges) Savitribai Phule Pune University, Pune

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

Autonomy by State/Central Govt. / University	<input type="text" value="-"/>		
University with Potential for Excellence	<input type="text" value="-"/>	UGC-CPE	<input type="text" value="-"/>
DST Star Scheme	<input type="text" value="-"/>	UGC-CE	<input type="text" value="-"/>
UGC-Special Assistance Programme	<input type="text" value="-"/>	DST-FIST	<input type="text" value="-"/>
UGC-Innovative PG programmes	<input type="text" value="-"/>	Any other	<input type="text" value="-"/>
UGC-COP Programmes	<input type="text" value="-"/>		

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="08"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>		
2.3 No. of students	<input type="text" value="01"/>		
2.4 No. of Management representatives	<input type="text" value="01"/>		
2.5 No. of Alumni	<input type="text" value="01"/>		
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="02"/>		
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>		
2.8 No. of other External Experts	<input type="text" value="0"/>		
2.9 Total No. of members	<input type="text" value="16"/>		
2.10 No. of IQAC meetings held	<input type="text" value="02"/>		
2.11 No. of meetings with various stakeholders: No.	<input type="text" value="07"/>	Faculty	<input type="text" value="07"/>
Non-Teaching Staff	<input type="text" value="-"/>	Students Alumni	<input type="text" value="-"/>
		Others	<input type="text" value="--"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes	<input type="text" value="--"/>	No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text" value="-"/>		

2.13 Seminars and Conferences (only quality related)

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

Total No. International National State Institution Level 03

ii) Themes:

1. FDP on Innovative Teaching Methodology.

2.14 Significant Activities and contributions made by IQAC

- Guidance Lectures on Current Affair Issues
- Institutional Social responsibility
- Alumnae Meet 18/09/16
- Students Welfare Programme

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards Quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
Submission System	Introduced half yearly submission system for teaching Plans, attendance records, departmental and personal activities.
Awareness about new NAAC Guidelines	<ul style="list-style-type: none">• Dr. Minal Paranjape (IQAC Co-ordinator) and Dr. Shridevi Patil (IQAC committee member) participated in seven day's FDP organised by Academic Staff College, SPPU from 19th – 25th March 2018 and created awareness among all faculty members.• IQAC Committee members attended one day workshop on “Changing dimensions of NAAC: a paradigm shift” at H.V.Desai college.
Innovative Teaching Methods/Learning Methods	Faculty Development Programme was organised on “Innovative Teaching Methodology by IQAC on 5 th January 2018.
MOU with IQAC Cluster	College signed an MOU with Maharashtra IQAC Cluster for cooperative efforts of Quality enhancement. More than 100 colleges are associated with IQAC cluster on 30 th November 2017.

Short Term Courses	<ul style="list-style-type: none"> • Economics Department conducted ‘Quantitative Techniques’ for social science from 21st August to 7th September 2017. • English Department organised courses on Spoken English, English for Competitive Examination, English for Banking Examination. • Botany Department organised a course on Plant Tissue Culture.
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** Attach the Academic Calendar of the year as Annexure - I*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken : Discussed and approved with minor corrections.

Part – B

Criterion – I Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	09	-		-
UG	05	-		-
PG Diploma	--	-		-
Advanced Diploma	--	-		-
Diploma	03	-		-
Certificate	04	-		-
Others		-		-
Total	21			-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

As the curriculum is designed by the University, there is limited flexibility in it. The college offers this curriculum to the students in such a manner which provides varied options to choose. Following are various elective options given to the students at First year, Second year or Third year of the course.

❖ UG Commerce and Arts:

Name of the Programme Adopting elective options	Core Papers	Elective Options
F. Y. B.Com.	06	Marathi / Additional English
S.Y.B.Com.	05	Costing / Marketing
T.Y.B.B.A.	04	Two papers of specialisation. Specialisations are Finance, Human Resource and Marketing.
F.Y. B.A.	02	Any Four subjects from Economics, Sociology, Geography, History and Additional English
S.Y.B.A.	04	According to specialisation any Two from Economics. Sociology, Geography and Marathi.

❖ UG Science:

F.Y.B.Sc.

The College offers eight subjects for Science. A student has to choose four subjects at F.Y.B.Sc. level. These subjects are Chemistry, Microbiology, Mathematics, Physics, Zoology, Botany, Statistics and Geography . The subjects are chosen in the following groups :

- Chemistry, Botany, Zoology, Microbiology,
- Chemistry, Physics, Geography, Mathematics,
- Chemistry, Physics, Statistics, Mathematics

S.Y.B.Sc.:

The College offers six subjects for Science. A student has to choose three subjects at S.Y.B.Sc. level. These subjects are Chemistry, Microbiology, Mathematics, Physics, Zoology, and Statistics. The subjects are chosen in the following groups:

- Chemistry, Zoology, Microbiology,
- Chemistry, Physics, Mathematics,
- Physics, Statistics, Mathematics
- Chemistry, Statistics, Mathematics

T.Y.B.Sc.:

The College offers three special subjects for Science. A student has to choose any one subject at T.Y.B.Sc. level. These subjects are Chemistry, Microbiology, and Mathematics.

❖ PG Commerce and Arts:

As per university norms PG section of college has adopted CBCS system from Academic Year 2013-14 for all courses. Communication Studies through SMART officers following electives:

Name of the Programme Adopting elective options:	Core Papers	Elective Options
M.A. in Mass Relation (Sem. IV)	02	Any one group of the following: Group A: 1. Marketing and Sales Management 2. Social Marketing and Event Management Group B: 1. Print Journalism 2. Electronic Journalism
M.Sc. Communication Studies (Sem I)	05	Any two 1. Visual communication 2. Contemporary social and cultural issues 3. Communication Soft skills
M.Sc. Communication Studies (Sem II)	05	Any two 1. Introduction to Radio 2. Basics of advertising 3. Introduction to script writing
Media Research/video production (Sem III)	05	Any two 1. Corporate communication and Digital PR 2. Broadcast journalism 3. Sound design and production 4. Instructional design
Media research/video production (Sem IV)	04	Any two 1. Political communication 2. Brand management 3. Graphics and Animation 4. Production design and management

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	12
Trimester	-
Annual	09

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

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

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

Since the college is not autonomous, it does not have the freedom to make its own syllabi. College follows the syllabi prepared by the respective board of studies of the affiliated university, Savitribai Phule Pune University.

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

Criterion – II. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
18	11	07	-	

2.2 No. of permanent faculty with Ph.D.

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
43	-	-	-	-	-	-	-	43	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest Faculty	--
Visiting faculty	16
Temporary Faculty	43

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	02	08	07
Presented papers	03	05	02
Resource Persons	--	01	

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

- Faculties use traditional as well as modern innovative teaching techniques such as PPT, Role play, Book reviews, Extempore, Math's mandal, Group discussion etc.
- Students are encouraged to take part in the Brain storming sessions, Debates, Classroom Presentations, Quality Circle and Movie Review and Wall papers to broaden their skills.
- Regular field trips, Industrial visits are arranged to give the students the first-hand experience of the subject.
- Audio – video aids are widely used. Films and documentaries are screened to supplement student's knowledge.
- Z-A approach (application to theory) is implemented by science faculty while delivering the lecture, wherein the final outcome is stated first and then its reasoning is explained
- Department of commerce organizes various activities related to business and entrepreneurship skill development like 'Udyojak Tumchya Bhetila', 'Udyogini Divas'

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

180

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

- The College is affiliated to SPPU, thereby follows the norms related to re-evaluation and giving photocopy of answer sheets to students of the Exam Department of SPPU.
- Class test, seminars, oral exams, assignments and open book tests were taken on regular basis.
- Separate question banks are made available to the students.

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

02	-	-
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2.10 Average percentage of attendance of students 78 %

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts						
B.A.	116	10	29	26	3	68
M.A.	65	24	62	14	-	100
Commerce						
B Com	292	9	28	26	2	65
M Com	49	8	88	4	-	100
B.B.A.	39	4	27	25	4	60
Science						
B.Sc.	45	27	27	20	4	78
B.Sc. (Computer Science)	55	11	20	20	4	55

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

The IQAC plays central role in the teaching and learning process. IQAC has taken the following efforts for students and teachers.

- IQAC meetings are conducted throughout the year for planning and execution of various activities and also gives suggestive measures like conducting short term courses, remedial coaching for academically weak students etc. for quality enhancement.
- IQAC monitors the preparation of the teaching plan in accordance with the syllabus, number of days/lectures required to complete the syllabus.
- IQAC organizes workshops and lectures for faculty to enhance use of modern tools and techniques, soft skills, different teaching methods.
- IQAC monitors teaching learning process through Head of the departments. For follow up meetings were conducted frequently.
- Oral feedbacks are taken from students randomly by Head of the Department's and reported to IQAC.
- New innovative teaching learning processes adopted and followed by private and other universities were communicated to the faculties by IQAC.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	2
Orientation programmes	1
Faculty exchange programme (With HNIMR(MBA), our sister concern)	04
Staff training conducted by the university	--
Staff training conducted by other institutions	4
Summer / Winter schools, Workshops, etc.	
Others: 1. NSS orientation programme 2. Faculty development programme	1 40

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	21		-	07
Technical Staff	02	-	-	03

Criterion – III Research, Consultancy and Extension

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

- College as research coordination committee which helps faculty members in the research related work.
- Staff members and students are kept updated about workshops, Conferences and Seminars etc.
- Various activities like Science Carnival, poster making competitions, workshops on research methodology are organised to inculcate research culture in students.
- S.Y.B.Sc. student Hemlata Nalage, won “Avishkar Zonal level” competition with 2nd rank and selected for level-II held at, SPPU.
- S.Y.B.A students participated in International Research Project conducted by department of Sociology, SPPU and Non water sanitation (NGO Germany).
- Sonal Pande presented a research paper at National Conference held at Pawar Public School, Nanded, and Pune.

3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	-	01	--	-
Outlay in Rs. Lakhs	-	8,00,000		-

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	-	-	--	01
Outlay in Rs. Lakhs	-	-	-	2,50,000

3.4 Details on research publications

	International	National	Others
Peer Review Journals	19	--	--
Non-Peer Review Journals	10	--	--
e-Journals	4	--	--
Conference proceedings	8	13	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	1.5	ICSSR	8,00,000	6,40,000
Minor Projects	1	-	2,50,000	2,50,000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	10,50,000	8,90,000

3.7 No. of books published i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

Though revenue generated was NIL, our students are providing expertise services regarding modern technologies and various apps. Faculties are providing consultancy for tax planning.

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	01	Teachers: 2 non-teaching staff : 3 students : 13 (workshop)
Sponsoring agencies	-	-	-	SPPU – Padmashri Vikhe Patil Chair	College

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

3.13 No. of collaboration International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency
 From Management of University/College
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

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

And students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS: University level State level

National level International level

3.24 No. of Awards won in NCC: University level State level

National level International level

3.25 No. of Extension activities organized

University forum	03	College forum	17
NCC		NSS	08
Any other	-		

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

- Bhaubij Nidhi for education of students from privileged class
- Participation of students in 'Naamami Chandrabhaga' - a water campaign
- Swacchata Abhiyan
- Blood donation camps
- Tree plantation
- Self-employment training program
- 'Nirmalya sankalan' during Ganpati Visarjan
- Biodiversity workshop
- Visit to old age home
- Election enrolment drive

Criterion – IV Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	40000 Sq. Ft.			40000 Sq. Ft.
Class rooms	21			21
Laboratories	07			07
Seminar Halls	01			01
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	46			46
Value of the equipment purchased during the year (Rs. in Lakhs)	81,24,403	45,81,404	Self (MKSSS) UGC Donation	1,27,05,807
Others	-			

4.2 Computerization of administration and library

- Library has a software Auto-lib which provides multilingual version, Acquisition, Cataloguing, Barcode enabled Issue and Return, OPAC (Online Public Access Catalogue), serial control, MIS Analysis and reports, WEB – OPAC net access.
- The Office has following software.
 - Tally ERP 9.0
 - Interface of tally to admin software
 - Kaspersky
 - Mispack Admin Software
 - e saral (TDS) Software

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	8108	944735	40	5900	8148	950635
Reference Books	12870	3943553	848	679050	13718	4622603
e-Books						
Others(general books)	2730	310198	146	20831	2876	331029
Journals	60				60	
e-Journals						
Digital Database	N - List					5750
CD & Video	37	33276	1	100	38	33376
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	111	53	6 Mbps	13	-	15	25	5
Added	4	3	10Mbps		-		1	
Total	115	56		13	-	15	26	5

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

❖ Commerce Department:

- Department arranged Tally Work Shops and lectures on basic tally and computerized Accounting System by Prof. Manisha Shedge (Asst. Professor at MIT College) for students.
- Department organised workshop on online Registration process of GST and submissions of forms by CA Munot & CA Patankar.

❖ Post Graduate Departments:

- Lecture series was arranged on Cyber Security for all M. Com. and M. A. Students.

❖ Geography Department:

Geography department arranged two lectures on

- Remote Sensing and Satellite Image by Dr. Ratnaprabha Jadhav (Associate Professor SNTD)
- Use of Computer Open Software for Visualization of Arial Photographs and Satellite images with live demonstration.

❖ B.B.A. Department:

- Department organised 30 days M. S. Office Training for students with the help of Sister Concern Manilal Nanavati Vocational Institute.

4.6 Amount spent on maintenance in lakhs:

i) ICT	3, 43,830
ii) Campus Infrastructure and facilities	21, 74,803
iii) Equipment	4, 65,855
iv) Others	3, 16,389
Total:	33, 00,877

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

The efforts taken by the IQAC for enhancing the Student Support Services are as follows. Conveners of various committees plan and execute all activities related to student support services with the help of IQAC. Following measures were taken to make students aware about student support services provided by the college.

- Information through notice boards

- Orientation programs on ‘Samstha’s student welfare schemes.’
- Classroom notices
- Circulation of college magazine ‘ Palavi’

5.2 Efforts made by the institution for tracking the progression

There are 5 PG programs (4 MA and M.Com) offered by the college. Most of the students continue their higher education at the college. Various courses like fashion technology, vocational courses, Management programs are run by the mother institute. Students wishing to peruse their higher education in the above fields are given preference at the time of admission and are placed within the same campus. College has very active Alumni association through which it becomes easy to track the progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total
2038	242	-	2280

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	0	0		2280	100

Last Year								This Year						
General	SC	ST	OBC	N.T.	SBC	Physically Challenged	Total	General	SC	ST	OBC	N.T.	SBC	Total
1402	197	55	299	169	11	-	2133	1455	236	42	345	179	23	2280

Demand ratio 1:1

Dropout Rate 5 to 10 %

(We have given the above dropout percentage based on statistical figures. But the figures don't always reflect the facts. Our students don't always get the opportunity to complete the graduation programme at one go. Due to marriage, children, domestic/family problems, their education is always the first to be sacrificed. They need to take gaps in between the 3 years graduation programme, or change the university, or continue education externally. Sometimes the gap is extended even up to 6 to 8 years. However, they do resume their education again. We get this feedback during the Alumni Meet. So for us, it is difficult to define the "Dropout" rate or label it as such.)

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

- Guest Lecture was organised for “Competitive Examination related to Banking Sector “ by Mr. Abhay Londage, Director of Winners Academy on 8th January 2018.
- Guest lecture was organised for CMA as a career option by Institute of Cost & Management Accountants of India’s Pune chapter. CMA Meena Vaidya and CMA Shahane gave in depth information about the CMA course to students. Pune Chapter has also started its own coaching centre at college.
- Prof. Dilip Morale guided the students regarding various competitive exams and nuances during its preparation
- The library has various journals books useful for competitive exams
- Exhibition was arranged for resource material for competitive exams.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc. State PSC UPSC Others

5.6 Details of Students counselling and career guidance

Date	Programme Details	Name of The Speaker
3.7.2017	Counselling Session	Shamika Thikhe
3.8.2017 to 12.8.2017	GST Training workshop	G-AT (GST Advisers and Trainers)
22/23.8.2017	Career Opportunities in Life Sciences	Dr. B. D. Bhole Dr. Sunita Jadhav
6.9.2017	Scope of Chemistry and technical courses after Bsc.	Mr. Milind Gambhir
6.9.2017	Professional Courses after Bsc.	Prof. Kapil Kandhare
23.11.2017 to 26.02.2018	Workshop on Retail Selling	Tata Strive Company
4.12.2017	Professional Career Guidance	CA Eddy Singh
2.1.2018	Career Opportunities in Economics	Prof. Archana Kapare

No. of students benefitted

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	215	11	01

5.8 Details of gender sensitization programmes

- A Guest Lecture on Gender Equality was organised by English Department on 8th December 2017. Prof. Rohidas Dhakane guided the students.
- Sociology Department organised a workshop on Masculinity from 4th to 9th January 2018. Prof. Madhura Lohakare addressed the students.

5.9 Students Activities

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

State/ University level National level International level

➤ State/university Level

- Inter Zone –24
- Inter State - 02
- Open State – 05

➤ National Level

- Open National - 01
- All India Inter University – 09

Inter Institutional (MKSSS) Inter Collegiate Tournament named “Damini” was held during 9th to 13th Jan.2018. 15 Colleges were participated in the event. 85 students of the College participated in 19 competitions.

- First Position in Yoga, Kabaddi, 100 m running , kho-kho
- Second Position in Cross-Country, Suryanamskar, Chess, Carom.

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	50	3,08,842
Financial support from government	58	6,09,715
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition : State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed

Criterion – VI Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

The College aspires to follow the glorious tradition of our founder, Bharat-Ratna Maharshi Dhondo Keshav Karve and adhere to the values imbibed by him regarding women's education by enabling women students to be in the forefront of the development of the nation. His vision was to empower women, especially those from socially and economically marginalized sections, through education.

Mission:

- Integrated development of women students in order to empower them through education, by inculcating knowledge and skills in them to meet global challenges.
- To be an academic Institution, providing new impetus to students coming from socially underprivileged, semi-rural and urban-rural fringe areas.
- To develop in students cultural sensitivity and global understanding.

6.2 Does the Institution have a Management Information System?

- Use of updated software for administrative purposes, namely,
TALLY
TDS SARAL
INTERFACE TO TALLY WITH MISPACK (ADMIN SOFTWARE)
MISPACK
CLOUD TECHNOLOGY
- On-line admission procedure for all new admissions
- Digitalisation of documentation.
- Informative Website.

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

6.3.1 Curriculum Development

- Some of the faculty members were members of Board of studies, SPPU.
- Curriculum was designed for short term courses conducted by various departments.

6.3.2 Teaching and Learning

- In the beginning of the year, Principal addressed all the faculty members regarding academic year plan.
- Departmental Meetings were held at the beginning of the year to distribute courses and to discuss appropriate methodology for teaching.
- An Academic Calendar was prepared in the beginning of the year. All the important curricular, extra-curricular and co-curricular activities were planned well in advance.
- Academic year began with the preparation of Teaching Plans and accordingly academic programmes were implemented.
- Various innovative teaching methods like mock interviews, group discussions, surveys and technical aids like PPT, film screenings have been used for better understanding of the student. ICT based techniques like Google classroom and other educational applications were used by teachers.
- Students were taken for educational trips, industrial visits, excursions, camps, and so on.
- Students were encouraged to write in college magazine, and design and write “Wall papers” on different current issues.
- Hobby club was established by Department of Electronics where students explored their innovative scientific ideas.
- IQAC organised one day workshop on 5th January, 2018 on ‘Innovative teaching methodologies.
- Yearend presentations of all departments creates healthy environment for sharing of teaching and learning process methods.

6.3.3 Examination and Evaluation

- Answer papers were set and assessed by following the rules and regulations of the University and the results were declared in the stipulated time.
- Students were provided with the facility of getting their answer papers re-evaluated as per SPPU rules.
- Students could avail of the photo-copy of the answer papers too if they so desired.
- After examination all internal exam papers are discussed with students.
- Continuous assessment by conducting class test and discussion with students

6.3.4 Research and Development

- College motivates faculty members to conduct minor and major research projects.
- College encourages faculty members to Publish research articles in peer reviewed journals, present research findings in various seminars, conferences and workshops.
- College provides infrastructure such as library, computer laboratory, and internet facility to facilitate research.
- All the brochures about conferences, workshops are circulated to respective departments.
- Duty leave along with registration fees and travel allowance is sanctioned by the College to teachers for participation in seminars and conferences.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- ICT based classrooms are provided.
- College has excellent automated library facilities.
- Science laboratories are equipped with high end instruments.
- Ladies room is made available to students.

6.3.6 Human Resource Management

- One week GST training course was attended by teaching faculties organized by GAT (GST advisory trainers)
- The non-teaching staff underwent following trainings organized by mother institution.
 - Seminar on PF working.
 - Seminars on TDS and TDS default notice.
 - Common account heads.

6.3.7. Faculty and Staff recruitment

- The college appoints qualified staff as per UGC and SPPU requirements.
- Advertisements about recruitment are given in local newspapers.
- Recruitment of part-time/ad hoc faculties and staff was done through a selection committee consisting of the Principal, Local Management Committee members, two subject experts and department heads.

- The temporary teaching and non-teaching staff for non-grant or professional or add-on courses was recruited for one year.
- Approvals are taken are duly taken for all temporary faculties.

6.3.8 Industry Interaction / Collaboration:

- Industrial visits were organised by various departments.
Commerce Department – Mapro, Mahabaleshwar
B.B.A. Department – Technique Surface India Pvt. Ltd., Siddharth Mech Techno, Cosmos Construction, Machinery and Equipment’s
Science Department – IISER, Central Bee Research & Training Institute, Pune (CBRTI), Biodiversity visit, Deenanath Mangeshkar hospital, Water purification plant.
- Hands on training by Banks and private units for students.
- Placement cell organises various Industry Interactions and campus drives.

6.3.9 Admission of Students

- Total 2038 students at undergraduate level and 242 students at post-graduate level were admitted in the year 2017-18.
- All new admissions were done on-line.
- Computer facility and guidance is provided free of cost to the students seeking new admissions.
- The College adheres to the State Government and Savitribai Phule Pune University norms regarding merit and reservation while admitting the students.
- For first Year (UG), preference is given to students coming from the Mother Institution.
- Admission process is transparent. The complete admission along with the schedule of form submission, fee structure and admission policy is put up on the College website as well as on the notice boards.
- There is a College prospectus which is published and updated every year. It includes information regarding admission criteria, programmes offered, scholarships/ free-ships, hostel accommodation and other student support facilities.
- Students counselling is duly carried out by the teachers during admission process.
- College does not collect any donations for admissions.

6.4 Welfare schemes for

Teaching/Non-teaching Staff	<ul style="list-style-type: none"> • The EPF and gratuity fund is provided as per the guidelines of government. • Medical leave, Casual leave, Compensatory off • Maternity leave, Duty leave is provided to staff. • Facility of Co-operative Credit Society is accessible to all the employees.
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	<ul style="list-style-type: none"> • The employees are availed with facility of group medical insurance. • Health Care facilities available for staff are <ul style="list-style-type: none"> ❖ 10% concession in the major hospitals of the city for all employees and their family members. ❖ 24/7 medical assistance on the campus • Advance loan facility on the occasion of Diwali festival is available for the staff.
Students	<ul style="list-style-type: none"> • Earn and Learn Scheme is provided by Savitribai Phule Pune University and implemented by the College. The student is assigned two hours of daily work in the College for library assistance, data entry, typing and filing work in the office and so on. • Nirbhay Kanya Abhiyaan Scheme is introduced by the Department of Students' Welfare, Savitribai Phule Pune University. Various personality development programmes are organised under this scheme. • Special Guidance Scheme helps those students who are deprived of the latest knowledge of the subject they undertake at the first year level. • Book Bank facility is available for economically weak student. Under the scheme, the College provided text books of all the subjects for the students. • Counselling and Support- the College has started a joint venture with Baya Karve Women's Study Centre who have their trained personnel and family counsellors. • Student Insurance - All the students are covered under medical insurance scheme through University. Full time doctor is available at the campus for medical help. • Voting Card: Students who have completed 18 years of their age and do not have voting card were given application forms issued by election commission to get their name enrolled for voting. • Pan Card: Students were provided facility to get their Pan card.

6.5 Total corpus fund generated - NIL

6.6 Whether annual financial audit has been done

Yes

No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	-	-
Administrative	✓	G.D.Apte & Company	✓	Maharshi Karve Stree Shikshan Samstha

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- The College is affiliated to SPPU, thereby follows the norms of the Exam Department of SPPU.
- Rules of the affiliated university, related to re-evaluation and giving photocopy of answer sheets to students are followed by the College
- Apart from university exams, class test, seminars, oral exams, assignments and open book tests are taken on regular basis.
- Separate question banks are made available to the students.

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

University is promoting autonomy through the following efforts:

- First year undergraduate examinations, Central Assessment Programme and declaration of results.
- For second and third year undergraduate courses, 20 marks are included from internal assessment.
- Credit system with 50% weightage for internal assessment and evaluation at post graduate department.
- Additional credits for Human Rights and Cyber Security are also introduced at post graduate department.

6.11 Activities and support from the Alumni Association

Alumni of the college are working in diverse fields like Police force, teaching and NGOs. The college is getting very good response for alumni meet. In current academic year, this meeting was organised on 4th February 2018. The college is in the process of forming Alumni Association.

6.12 Activities and support from the Parent – Teacher Association

Parent Teacher Meetings were organised by various departments. In these meetings feedback and suggestions on the overall functioning of the institute are taken, though we do not have a parent – teacher association. Through parent-teacher meetings, our staff has developed individual repute with the parents. Following meetings were organised in the current academic year:

- Computer science Department – 28th January 2018.
- Science Faculty - 9th December 2017.
- Commerce Department - 9th February 2018.
- B.B.A. Department - 9th February 2018.
- Arts faculty - 24th February 2018.

6.13 Development programmes for support staff

The non - teaching staff underwent following trainings organised by mother institution.

- Workshop on TDS and TDS default notice was organised on 28.02.2018.
- Workshop on PF Online Returns.
- Common Account Heads

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

- **Energy Conservation:**

Taking into consideration energy needs of the campus, the mother institution implements many energy conservation projects.

- Installation of Solar Panel of 10 KWp.
- LED monitors in computer laboratories
- LED lamps in hostels.

- **Use of Renewable Energy:**

Instead of using electrical power to heat water, the College hostel uses solar power heaters. All the residents of all the hostels on the campus benefit by this facility.

- **Water Harvesting:**

The mother institute has its own water harvesting unit. The rain water from the terrace is carried through pipes and stored in the underground tanks (bore well). These tanks are well equipped with the filtration and purification systems. After filtration and purification this water is used for various purposes like watering the plants and cleaning the utensils in the hostels. This water is rotated not only in our campus but also to Cummins Engineering College and Baya Karve hostel for cleaning vessels and gardening.

The responsibility of the project of rainwater harvesting in our College was given to a faculty member. The students visited 40 different schools and colleges to gather information on rain water harvesting and management.

- **Efforts For Carbon Neutrality:**

Every year on various occasions, trees are planted in good numbers, other than maintaining already existing one, which has been an effective way of offsetting carbon. College through its NSS unit, conducts tree plantation programmes on various occasions. Students are encouraged to take part in various activities which lead to greater awareness towards carbon neutrality

- **Waste Management**

- The College as part of the Mother Institution segregates the dry garbage and wet garbage.
- Daily 400 kg food waste is collected from the institution's kitchen every day, from which 160kg/day is used for biogas preparation and the rest is used to prepare fertilizers.
- The food waste and the vegetable waste is separated. The vegetable waste is used as organic fertilizer.
- The wood waste is used in bakery.
- The College gives away its old newspapers to be reused to the bakery and the canteen to make 'use and throw' cups. The metal waste is given in scrap.
- Unused papers from the practical notebooks are separated and rebound newly to make new notebooks. The College staffs use these notebooks regularly. This way the recyclable waste material is converted into usable materials.

- **Pollution**

- Students of the College participate in activities of the Pune Municipal Corporation to create awareness during the Ganesh Festival not to dispose the Ganesh idols and flowers and other stuff used for Ganesh Poojan, in the river, since it causes serious water pollution. 'Nirmalya' collected by students was sent for recycling process through 'Thumb Creation.'
- The College and Pune Municipal Corporation have conducted activity "say no to plastics" and collected all the plastics from the College and their surroundings.

Criterion – VII Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution.

- Udyogini Diwas was organised on 11th Jan 2018 to inculcate entrepreneurship skills in students.
- "Capital Market awareness workshop" was organised with the help of Mr. Sudhakar Kulkarni from 28th to 30th November 2018.
- Workshop on, "sahakaratan Mahila Sabalikaran (सहकारातून महिला सबलीकरण)" on 9th March 2018.
- Science carnival was organised to provide a platform for innovative ideas of the students.
- Rashtriya Swadeshi Movement for inculcating the habit of use of Indian products.

- An Intercollegiate workshop on, “Self-employment and Skill Development” was organised for students on 20th January 2018 under which Mr. Mehul Shah, entrepreneur guided students.
- On 29th January 2018, cultural committee has organised a programme on “Play, theatre and society”.
- Students participated in ‘Bharati Sanskruti Exam’ conducted by ‘Vivekanad Kendra, Pune’ on 13th August 2017. Two students selected for 7 days workshop at Kanyakumari.
- Mensa workshop was conducted by Mr. Narayan Desai to identify students with high IQ and EQ.
- We owe our sincere gratitude towards national heroes through book exhibition.

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

- Various committees and bodies were formed to conduct various curricular and co-curricular activities in the College. They had complete autonomy of planning, decision making and execution of their planning. Throughout the year the activities were executed through these committees.
- Health awareness programmes like Blood Donation camp and haemoglobin checking was organised on 23rd November 2017 and 10th February 2018 wherein tips for haemoglobin were given to the students.
- Films, documentaries, slide shows are widely used to help students to enhance their understanding of the curriculum besides remedial coaching, expert lectures to satisfy the needs of weak as well as advance learners.
- The College has an association with *Baya Karve Women’s Study Centre* of the mother institution. Their trained personal and family counsellors guided our students.
- Placement Cell conducted many activities like TATA Strive Skill Development Programme, many career counselling lectures for the students to make them equipped for the placement activities.
- IQAC organised faculty development programme on 5th January 2018 on “Innovative Teaching Methods”.

7.3 Give two Best Practices of the institution

- a) Resource Management for Sports Activities
- b) Short Term Courses

7.4 Contribution to environmental awareness / protection

- NSS Department organised tree plantation programme on 7th July 2017.
- Plastic Waste collection at historical Place of Sinhgad by students on 12th August 2017.
- Biodiversity workshop was organised at Khadakwadi to understand the process of survey for biodiversity.
- Students celebrated International weather day by getting understanding the methodology and working pattern of Weather prediction equipment’s.
- Vasundhara Club run by the Geography Department prepares wall papers on various environmental issues and also shows related films.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add.

Strengths

- Proud part of MKSSS, having precious legacy of 123 years working in the field of education.
- The vision, mission and dedication to the cause of women's empowerment through education.
- Development of socially conscious women citizens.
- Experimental and field based teaching learning approach.
- ICT enabled classrooms.

Weaknesses

- Need to have focus on research activities.
- Many of our students are first generation graduates and come from financially weaker section of the society. Parental control, conservative family approach and marriage during education lead to increased dropout rate and low placements.

Opportunities

- As mother institute have many institutions working in varied education fields, students can get first hand exposure for their career avenues.
- Multi-faculty nature of the college can help to promote interdisciplinary approach in teaching learning process.
- Scope for consultancy services and extension activities.
- Development of first generation graduates as strong empowered citizens by going beyond classrooms.

Challenges

- Discontinuation of education of students after marriage.
- To develop competence among students to face rapidly changing global scenario.
- To help to realise the significance of career and opportunities in pure science.

8. Plans of institution for next year

- Development of well-equipped laboratories.
- Promote research facilities.
- Active alumni organization.
- Development of sustainable environment friendly campus.
- Strengthening of placement cell.
- Focus on overall student progression.
- Improving performance of media education

Dr. Minal Paranjape
(Coordinator, IQAC)

Dr. Sanhita Athawale
(Chairperson, IQAC)

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Annexure I
Academic calendar – 2017 -18

Sr. No.	Activity	Date/Month
1	Staff common meeting & Time table Preparation	June, third week
2	Departmental meeting	July, first week
3	Cleanliness Drive	August, second week
4	Independence day celebration	15 th August
5	Foundation day celebration/ Alumni Day	September, first week
6	Soft Skill Development Programme	September, second week
7	Blood Donation Camp	October, first week
8	Term end examination	October, first week
9	Departmental Meetings	November, fourth week
10	NSS camp	December, first week
11	Sports competition	December, second week
12	Gathering activities and Days celebration	December, third week
13	Annual prize distribution ceremony	December, fourth week
14	Educational trips	January, first week
15	Republic day celebration	26 th January
16	Career counselling lectures	February, first week
17	Industrial Visits	February, second week
18	Graduation Award Ceremony	February, third week
19	Short term course by science department	March, first week
20	Syllabus completion and revision,	March, third week
21	Practical, orals and Annual Examination	March, third & fourth week

Annexure II
Abbreviations

CAS	-	Career Advanced Scheme
CHB	-	Clock Hourly Basis
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
CEO	-	Chief Examination Officer
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
EQ	-	Emotional Quotient
IQ	-	Intelligence Quotient
MoU	-	Memorandum of Understanding
NET /SET	-	National/State Entrance Test
NCC	-	National Cadet Corps
NGO	-	Non-Government Organisation
NSS	-	National Social Service
N-List		INFLIBNET – National Library & Information Services
OPAC	-	Online Public Access Catalogue
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UGC	-	University Grants Commission
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

Annexure III

BEST PRACTICE I

Title: Resource Management for Sports Activities

Goal:

- To increase Participation in Sports Activities.
- To give exposure to different avenues in Sports.

Context:

- Physical Education is the process of preparing the individual to find out one's inherent potentialities and develop the same to the maximum extent in order to derive utility for herself and contribute to the wellbeing of the society.
- Increasing requirements of resources for upcoming sports lead to provision and management of alternative arrangements. The Institute needs to adopt these practices for sustainable development of upcoming sports.

Practice:

- Search Sports Talent: Sports department hunts for sports talent through the physical fitness test for all F.Y. students. Sports department keeps a track of admission forms in search of sports talent.
- Training Programmes & Coaching Camps: Department provides coaching for the games like Kabaddi, judo, Ball-Badminton etc for selected students.
- Participation in invitation competition: Students were encouraged to participate in invitation competitions like Damini, Panche, Zest Sports competition etc.
- Linkages for Resource Management: Many facilities required for games like Swimming, Wrestling, Weight-Lifting and Rope- mallakhamb were provided from outside sources.

Evidence of Success:

1. Following table depicts increased Participation in Sports:

Year	No. of Inter-collegiate competition Events	No. of student participated	Selected at inter zonal competition	Selected at inter University Competition
2016-17	13	83	24	5
2017-18	18	124	22	9

2. Following Students were benefited by these facilities:

Sr.No.	Name of the student	Class	Game	Achievement
1	Fhadke Swarda Suhas	T.Y.B.A.	Rope - mallakhamb	Played Inter university competition
2	Anarse Sayali Satyavan	S.Y.B.Com	Weight Lifting	Played at Inter zonal level
3	Lokhande Pratiksha Dilip	F.Y.B.A.	JUDO	Played Inter university competition
4	Dighe Shreya Vivek	F. Y.BSC	Swimming	Inter collegiate 3 rd place

Challenges faced & Resources provided:

Challenges: In Women College searching of sports talent is a big challenge. Family permissions and financial constraints are main challenges faced by Sports Department.

Resources: Financial assistance for these resources was provided with the approval of Local Management Committee.

BEST PRACTICE II

Short Term Courses

Goal:

- To provide platform for practical based learning.
- To enhance the employability.

Context:

- It is essential to reduce the gap between information and knowledge.
- It is required to bridge the gap between industrial requirements and curriculum.
- It provides students with an opportunity to learn practically through interactions, working methods and employment practices

Practice:

This year also the College organised 10 short term courses in different areas like Quantitative Techniques, GST, Tally, Soft Skill Development and other.

Outcome of the programme:

1207 students participated in all these courses. Students found the course contents meaningful and gave positive feedback about the resource persons and demanded more courses of such nature.

Challenges faced & Resources provided:

Catering to varied levels of students is a major challenge. As participating students were from different classes, time allotment for these courses was a challenging task.

Financial assistance and ICT equipped classroom are resources provided by the college for such courses.