The Annual Quality Assurance Report (AQAR) of the IQAC (2012-2013)

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

Part – A

1. Details of the Institution

1.1 Name of the Institution

> D.R.K.COLLEGE OF COMMERCE

1.2 Address Line 1

> 649- C Ward , Azad Chowk ,

Address Line 2

> Raviwar Peth

City/Town

> KOLHAPUR

State

> MAHARASHTRA - INDIA

Pin Code

> 416002

Institution e-mail address

> info@drkcollegekolhapur.org

Contact Nos.

> 0231-2641224 .

Name of the Head of the Institution:

> Principal Dr. S. B. Patil

Tel. No. with STD Code:

> 0231-2605470

Mobile:

> 09422422221

Name of the IQAC Co-ordinator:

ASSO. PROF. DR. V. A. PATIL

Mobile:

+919822917350

IQAC e-mail address:

info@drkcollegekolhapur.org

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

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

NAAC/A7A/outcome/2003/16195

dated September 16,2003

1.5 Website address:

www.drkcollegekolhapur.org

Web-link of the AQAR:

www.drkcollegekolhapur.org/wp-content/uploads/2012-2013.pdf

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+		2003	2008
2	2nd Cycle				
3	3rd Cycle				
4	4th Cycle				

1.7 Date of Establishment of IQAC :   DD/MM/YYYY   30/04/2011

1.8 AQAR for the year *(for example 2010-11)*   2012-13

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and
Accreditation by NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

i. AQAR _____ _____ (DD/MM/YYYY)4

ii. AQAR_____ _____ (DD/MM/YYYY)

iii. AQAR_____ _____ (DD/MM/YYYY)

iv. AQAR_____ _____ (DD/MM/YYYY)

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 [ ]

Financial Status   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 (Phys Edu) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [✓]

Others   (Specify) [.]

1.12 Name of the Affiliating University *(for the Colleges)*   SHIVAJI UNIVERSITY, KOLHAPUR.

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

Autonomy by State/Central Govt. / University

NO

University with Potential for Excellence		UGC-CPE	

DST Star Scheme		UGC-CE	

UGC-Special Assistance Programme		DST-FIST	

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

UGC-COP Programmes	

2. IQAC Composition and Activities

2.1 No. of Teachers

Five

2.2 No. of Administrative/Technical staff

One

2.3 No. of students

One

2.4 No. of Management representatives

One

2.5 No. of Alumni

One

2. 6 No. of any other stakeholder and
      community representatives

2.7 No. of Employers/ Industrialists

One

2.8 No. of other External Experts

One

2.9 Total No. of member

Eleven

2.10 No. of IQAC meetings held   `02`

2.11 No. of meetings with various stakeholders: `02`   Students   `02`   Faculty

Non-Teaching Staff   `02`   Alumni   `02`   Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. ☐   International ☐   National ☐   State ☐   Institution Level `02`

(ii) Themes

> ➢   To know about various environment issues
> ➢   To develop commutation skills

2.14 Significant Activities and contributions made by IQAC

> ➢ Formal feed- back is obtained from the students and then it is utilized for updating teaching and learning process.
>
> ➢ Workshops under lead college activity are organized for the benefit of student's guidance and knowledge.
>
> ➢ Activities for placement of students in various companies are organised.
>
> ➢ Guidance is given to students aspiring for UGC NET /SET examination
>
> ➢ Assessment of students is undertaken through regular and continuous evaluation and term end semester examination.

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
Faculty members motivated to participate actively in Curriculum revision	Faculty members actively participated in Curriculum revision activity.
Proposed to provide staff members, office and library staff with ICT facility	Staff members, office and library staff are provided with computer and internet facility
Planned to organise programs for increasing awareness among students about counselling. Health and hygiene and environmental aspects.	Programmes on counselling, health and hygiene and environmental aspects organised in the form of lectures of eminent personalities in respective field
Proposed to give special attention to academically weak students.	Special and remedial coaching and counselling was provided.
Planned encourage faculty to undertake minor and major research projects	Teachers involved in research work. Also ICT and PPT used by teachers whenever possible.
Planned to adopt ICT software for examination, result processing and issuing of results.	The software developed by MKCL is used for processing of examination work and declaration of results in time.

Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body   Yes ✓   No ☐

Management ✓   Syndicate ☐   Any other body ☐

Provide the details of the action taken

Up-gradation of library by purchasing text and reference books for B Com, M Com, BBA MBA courses and computerisation in the Library.

Up-gradation of Computer Lab by installing latest software and programmes

Purchase of equipment like furniture, white boards computers laptop, printer.

Grievance redressal Mechanism,

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	2	-
UG	2	-	1	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	-	-	-
Others (C.P.T.)	1	-	1	1
Total	5	-	4	1

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	3
Trimester	-
Annual	1

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

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

*Please provide an analysis of the feedback in the Annexure

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

> The College has adopted semester pattern and executed revised syllabus for B.Com – III and BBA – III as per the guidelines of the Shivaji University, Kolhapur.

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

No

Criterion –II

2. Teaching, Learning and Evaluation

2.1 Total Number of permanent faculty:-

Total	Asst. Professors	Assoc. Professors	Professors	Others
22	14	4	1	3

2.2 Number of Permanent faculty with Ph. D   5

2.3 No. of faculty positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Assoc. Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
1	6	0	2(MBA)	0	0	0	0	1	8

2.4 No. of Guest and Visiting faculty and Temporary faculty

3	1	06

2.5 Faculty Participation in conferences and Symposia

No. Of faculty	International Level	National Level	State Level
Attended	4	7	2
Presented Papers	6	4	2
Resource Persons	1	2	2

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

➢ Use of ICT in teaching learning process

➢ Industrial visit

➢ Students Mentoring

2.7 Total Number of actual teaching days during this academic year

| 165 |

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

| Mid- term, Group Assignments |

2.9 Number of faculty members involved in curriculum restructuring/ revision/ syllabus development as member of Board of Study/ Faculty Curriculum Development workshop

| | | 3 |

2.10. Average percentage of attendance of students

| 88 |

2.11 Course/ Programme wise distribution of pass percentage:

Title of the Programme	Total No. of students appeared	Division				
		Distinction%	I %	II %	III%	Pass%
B.Com	441	7.26	41.05	43.08	0.22	91.61
M.Com	109	0	18.35	37.62	18.34	74.31
B.B.A	63	7.93	46.03	30.17	1.58	85.71
M.B.A	55	5.45	70.90	9.09	0	85.45

2.12 How does IQAC Contribute/ Monitor/Evaluate the Teaching and Learning Processes:

IQAC verified self appraisal forms for evaluation of academic performance. It also encouraged the faculty for active participation in the faculty forum (Ratna Manch) for new line of thinking.

2.13 Initiatives undertaken towards faculty development

Faculty/Staff Development Programmes	Number of faculty benefitted
Refresher Courses	1
UGC- Faculty Improvement Programme	-
HRD Programmes	-
Orientation Programmes	1
Faculty Exchange Programmes	-
Staff training conducted by the university	1
Staff training conducted by other institutions	3
Summer/winter schools, workshops etc.	1
Others	4

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	24	05	0	-
Technical Staff	0	0	0	-

Criterion – III

3. Research, Consultancy and Extension

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

> ➢ Motivating faculty and students to publish articles in reputed journals.
> ➢ Stimulating faculty and students to undertake research project.
> ➢ Conducting seminars, conferences, workshops on recent developments in Commerce and Management.

3.2   Details regarding major projects

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	2	-	-	-
Outlay in Rs. Lakhs	26000	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	5	2	-
Non-Peer Review Journals	9	1	-
e-Journals	-	-	-
Conference proceedings	2	2	-

3.5 Details on Impact factor of publications:

Range <2   Average 5   h-index -   Nos. in SCOPUS -

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2012-13	S.U.	26000	26000
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	--	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	2	-	26000	26000

3.7 No. of books published   i) With ISBN No.   [-]   Chapters in Edited Books [-]

ii) Without ISBN No. [1]

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   [NIL]

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	-
Sponsoring agencies	-	-	-	-	-

3.12 No. of faculty served as experts, chairpersons or resource persons [4]

3.13 No. of collaborations   International [-]   National [-]   Any other [ ]

[-]

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs : 0.26

    From Funding agency   [   ]   From Management of University/College   [✓]

    Total   [Rs.26000]

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   [3]
    who are Ph. D. Guides
    and students registered under them   [2]

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 [38]   State level [4]

             National level [-]   International level [-]

3.22 No. Of students participated in NCC events:

             University level [-]   State level [04]

             National level [03]   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	03
National level	-	International level	-

3.25 No. of Extension activities organized

University forum	-	College forum	5		
NCC	6	NSS	24	Any other	-

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

> ➢ Blood Donation camp.
> ➢ 'Tree Plantation Programme'
> ➢ Rally against Female Foeticide, HIV-AIDS.
> ➢ 'Vasundhara Bachav Paryavaran Kalash Rally'

Criterion - IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total

Campus area
        College Area
 	
        Hostel Area
	3515.6 sq.mt.
	
	14727.3½ Sq.mt.
		-	-	3515.6 sq.mt.
				
				14727.3½Sq.mt.

Class rooms	21	-	-	21
Laboratories	-	-	-	-
Seminar Halls	02	-	-	02
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	----	26 2	UGC Management	28
Value of the equipment purchased during the year (Rs. in Lakhs)	----	6.16 0.14	UGC Management	6.3

Others (Rs. in Lakhs) Asphalting & Roofing to Multi-Purpose Hall	----	1.45 5.92	Management UGC Golden Jubilee Grants	7.37

4.2 Computerization of administration and library

> ➤ Office is fully computerized.
> ➤ Library is partially computerized.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	38,026	12,37,773	830	70,120	38,856	13,07,893
Reference Books	25,940	22,54,759	265	1,11,147	26,205	23,65,906
e-Books	93,809 (N-LIST)	5,000	-	-	93,809 (N-LIST)	5,000
Journals	72	73,160			72	73,160
e-Journals	6,247 (N-LIST)	5,000			6,247 (N-LIST)	5,000
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	12,702	6,43,648	157	33,370	12,859	6,77,018

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	102 PC	02 Labs	Upto 4 Mbps Upto 4 Mbps	02 Labs	-	11 PC	08 PC 03 Laptop	01 PC
Added	-	01 Lab	-	01 Lab	-	05 PC	-	-
Total	102 PC	03 Labs	Upto8 Mbps	03 Labs	-	16 PC	08 PC 03 Laptop	01 PC

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

> ➤ Special program on internet access is conducted for administrative staff and students.
> ➤ Conducted training on E-Governance for administrative staff.

4.6 Amount spent on maintenance in lakhs :

   i) ICT | 1.12 |

   ii) Campus Infrastructure and facilities | 4.89 |

   iii) Equipments | 0.90 |

   iv) Others | 0.13 |

                              Total : | 7.04 |

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

➢Scholarships and Fee concession

➢Convenient seating arrangement

➢Financial Assistance, Sports Equipments, Kit and Uniform, Scientific and advanced

➢coaching to the students

➢Skill Development through well equipped computer lab and Book Bank Scheme

5.2 Efforts made by the institution for tracking the progression

➢ Internet facility

➢ Appointment of Qualified faculty members

.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1855	412	-----	------

(b) No. of students outside the state | 10 |

(c) No. of international students | Nil |

	No	%	Men		No	%	Women
	1124	49.58			1143	50.42	

Last Year						This Year					
Gen	SC	ST	OBC	Phy.Ch.	Total	Gen	SC	ST	OBC	Phy. Ch.	Total
1304	266	02	631	02	2206	1398	262	03	602	06	2267

Demand ratio   170:100   Dropout = 1.22%

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

> ➢ Experts are invited to enhance the approach towards the competitive exams
>
> ➢ Guest lecturers are organised on techniques to face the competitive exams successfully.

No. of students benefitted   40

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 student counseling and career guidance

> Guest Lectures:
>
> ➢ Impact of Stress on College Students- Mr. S.S. Nimat
> ➢ Working of Cooperative Societies- Mr. Suresh Patil

No. of students benefitted   50

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
10	60	06	04

5.8 Details of gender sensitization programmes

> Women representatives were called for periodical meetings to plan health, hygiene and other activities during the year.

5.9 Students Activities

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

State/ University level [72]   National level [15]   International level [01]

No. of students participated in cultural events

State/ University level [25]   National level [---]   International level [---]

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

Sports : State/ University level [65]   National level [05]   International level [---]

Cultural: State/ University level [03]   National level [---]   International level [---]

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	---	---
Financial support from government	392	Rs.11,96,257
Financial support from other sources	12	Rs. 4,800
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   [02]

Blood Donation Camp and Street Play on Superstitions and its Impact on Human Life

5.13 Major grievances of students (if any) redressed: **Nil**

Criterion-VI
Governance, Leadership and Management

6.1 State the vision and mission of the institution:

OUR VISION:
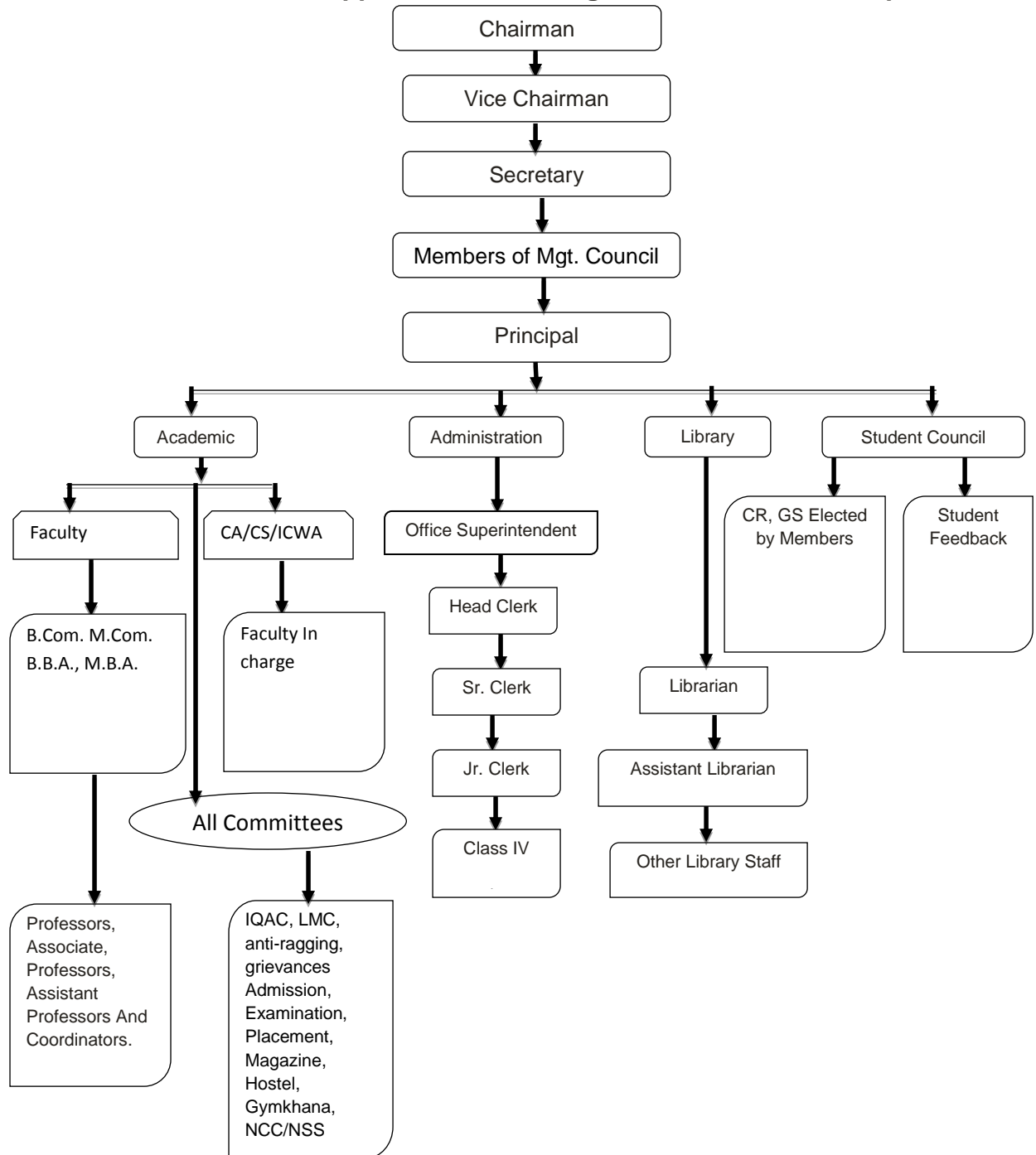To impart education in commerce and management for all who aspire to excel

OUR MISSION:

1. To impart Quality Education in Commerce and management and to provide Co-curricular facilities for the All Round Development of the Youth of this region.

2. To make available the facilities to the students to utilize and develop their potential considering the requirements of the changing environment.

3. To inculcate the qualities like leadership, discipline and create the awareness about social responsibilities.

4. To make the institution a socially responsible unit by keeping interaction with industrial and social organizations.

5. To create and maintain healthy relation among students, faculties and management by facilitating enthusiastic work atmosphere.

6.2 Does the institution has a management information system?

Yes, the institution has a Management Information System. Following chart shows the relationship between managerial levels.

Council of Education's
Deshbhakta Ratnappa Kumbhar College Of Commerce, Kolhapur

```
                          Chairman
                             |
                        Vice Chairman
                             |
                         Secretary
                             |
                   Members of Mgt. Council
                             |
                         Principal
                             |
      ┌──────────────┬───────────────┬────────────────┐
   Academic      Administration    Library       Student Council
      |                |              |          ┌──────┴──────┐
 ┌────┴────┐    Office Superintendent |      CR, GS Elected  Student
Faculty  CA/CS/ICWA        |          |       by Members     Feedback
   |        |          Head Clerk     |
B.Com. M.Com.  Faculty In    |     Librarian
B.B.A., M.B.A.  charge   Sr. Clerk      |
   |                        |     Assistant Librarian
   |     All Committees  Jr. Clerk        |
   |           |            |     Other Library Staff
   |           |         Class IV
Professors,  IQAC, LMC,
Associate,   anti-ragging,
Professors,  grievances
Assistant    Admission,
Professors And Examination,
Coordinators. Placement,
             Magazine,
             Hostel,
             Gymkhana,
             NCC/NSS
```

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

6.3.1 Curriculum Development

Semester pattern for third year degree course was introduced along with projects for each subject. Faculty members contributed for self-study material as authors, co-authors and editor. As per the change in university norms assessment of the first year was done in the college.

6.3.2 Teaching and Learning

➢ Students are encouraged to take active part in the teaching and learning process through group discussion, seminars, and extra-curricular activities.
➢ Student centred teaching method is adopted by teachers.
➢ Power Point Presentation through ICT is adopted for the better understanding of the students.
➢ Participatory method, group discussion, project method, industrial visits are organized for overall development.

6.3.3 Examination and Evaluation

Evaluation of the first year examination was done at college level. Photocopy and Revaluation was done as per the University Norms. Faculty members work as senior supervisors, external supervisors, Junior Supervisors and Examiners etc. for university examination. Local Management Committee reviewed the result.

6.3.4 Research and Development

Two Faculty Members were awarded Ph.D. Degree this year. The presentation of research work was done in the staff room through RATNA MANCH. The students are motivated and guided to do research in the area of their interest. Faculty members are encouraged to publish their research papers, in National and International Seminars, Conferences and journals.

6.3.5 Library, ICT and Physical infrastructure/ instrumentation

LIBRARY:

- Number of book purchased: 1,275 Journals:72 News Papers:2
- Expenses on Books: 2,20,475
- Expenses on Journals: 73,160
- Library Information is available through Vidyasagar software.
- Students have been given books through Book Bank and special library scheme. User friendly search tool OPAC- highly descriptive with keywords, author name, title, subject and publication etc., to describe each item in the library collection. The library maintains a set of course-wise, semester-wise and year-wise question papers.

LIBRARY AUTOMATION:

- ICT and Barcode Technology Implemented.
- BBA and MBA Departments fully digitalized.
- Total number of **Computers**: 5 **Printer** :1 **Scanner** :3
- Internet bandwidth speed: 4 MBPS up to 20GB.

ICT:

Internet facilities are provided to the staff, students and research scholars. All the faculty members, students are encouraged to utilize the available computers. HODs and Coordinators are provided with Laptops.

PHYSICAL INFRASTRUCTURE/ INSTRUMENTATION:

- The college has physical infrastructure in terms of class rooms, lab equipment's books / journals and other amenities for continuation of affiliation.
- Total Area of College: 3515.6 sq.mt, Built Up Area: 5097 Square Meter.
- Class Rooms :21, Computer Labs:3, Strong Rooms:1, Seminar Hall:2
- Multipurpose Hall :1 Boys Hostel:1 Staff Quarters:4
- Reading Room, Common Room for Girls, Staff Rooms Etc.

SPORTS AND OTHER FACILITIES:

- Availability of Table Tennis and Badminton Court.
- Multipurpose hall for conducting various activities.
- Separate Parking for four wheeler and two wheeler along with security guard.
- Well-equipped gymnasium room.

6.3.5 Human Recourse Management

> The Principal of the college is the academic head of institution. He looks after the academic activities of the institution and maintains a cordial relationship with the management and all stakeholders. The management system includes several committees for assisting the principal in coordinating different curricular and extra-curricular activities. Continuous improvement is assessed through the feedback, Review Meeting of the Principal with HODs, etc.

1.3.7 Faculty and Staff recruitment

> ➢ Recruitment of the staff and faculty is done as per the norms of University and State Government. Local management committee appoints the CHB faculty.

6.3.8 Industry Interaction/ Collaboration

College organizes industrial visits for UG and PG students every year. Faculty members are associated with the industry through their consultancy, guidance and research publications.

6.3.9 Admission of Students

> ➢ College follows the rules and regulation laid down by the University.
> ➢ A separate register is maintained to record sale of application forms, list of applications received, list of students selected.
> ➢ A waiting list is also prepared and put up on the College Notice board along with the selection list.

6.4 Welfare Schemes for

Teaching	➢ Group Insurance scheme. ➢ PF, CPF, Medical Reimbursement. ➢ Payment of registration fees to attend Conferences.
Non-Teaching	➢ Travelling allowance for college work. ➢ Provision of uniforms every year.

	➢ Gift hampers during Diwali.
	➢ Group Insurance scheme.
Students	➢ Financial assistance by way of scholarship- Rs.11, 96,257 to 392 students.
	➢ Provision for Bonafied Certificate from college for subsidized Bus Fair.
	➢ Group Insurance Scheme.
	➢ Financial Assistance to participate in Youth Festival..
	➢ Total Medical Check-up of students every year.
	➢ TA, DA for students participating in sports, NSS, Cultural activities for various competitions.
	➢ Facility of day-night reading room during exam.

6.5 Total corpus fund generated

    Endowment fund   **Rs.10,00,000/-**

6.6 Whether annual financial audit has been done   Yes

6.7 Whether Academic and administration Audit (AAA) has been done?

Audit	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	Yes	Joint Director	Yes	Management

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

For UG Programmes   Yes/No   No

For PG Programmes   Yes/No   No

University results are declared within 45 days.

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

> **Examination Reforms:**
> - ➢ Faculty members are deputed for the workshop conducted by Shivaji University for Examination Reforms.

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

> NOT APPLICABLE

6.11 Activities and support for the Alumni Association

> Support for drilling Bore well and Installation of pump. Alumni meeting is conducted once in a year.

6.12 Activities and support from the Parent-Teacher Association

> Meeting of Parent-Teacher is conducted once in a year and suggestions for improvement are welcomed from them.

6.13 Development programmes for support staff

> Motivation and support to faculty members to participate in Refreshers, Orientation Programme. Encouragement for participation in Lead College Activity, Workshops, Seminars and Conferences.

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

> - ➢ Workshop on Ozone depletion awareness programme.
> - ➢ Organization of Street Play Rally with catchy placards on Environmental issues.
> - ➢ Tree Plantation on Friendship Day.
> - ➢ Cleaning of premises by the NSS students for Republic Day.

Criterion – VII

Innovations and Best Practices

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

> - installed CC TVs for security
> - Provision of audio-visual rooms for ICT enabled teaching learning process.
> - Wi – Fi facility in college campus.

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

> ➢Faculty members actively participated in Curriculum revision activity.
>
> ➢Staff members, office and library staff is provided with computer and internet facility
>
> ➢Programmes on counselling, health and hygiene and environmental aspects organised in the form of lectures of eminent personalities in respective field
>
> ➢Special and remedial coaching and counselling was provided.
>
> ➢Teachers involved in research work. Also ICT and PPT used by teachers whenever possible.
>
> ➢The software developed by MKCL is used for processing of examination work and declaration of results in time.

7.~~~~~~ *als)*

> - Provision of audio-visual rooms for ICT enabled teaching learning process. This made teaching learning process more effective.
> - Save baby Girls campaign is run by NSS students through Street Plays.

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

7.4 Contribution to environmental awareness / protection

> - On the occasion of Ganapati festival the students of NSS collected Nirmalya at Panchganga river bank and at rankala lake from people.
> - College has announced "No vehicle day" on every third Saturday to save environment.
> - A special days like, Environment Day, we celebrate it by new plantation in our campus.
> - Welcome of our guests by giving plants.
> - Every year our college arrange Tree plantation activities.

7.5 Whether environmental audit was conducted?   Yes ☐   No ✓

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

Strength	Weakness
. ➢ Improved library and infrastructural facility. ➢ Highly qualified, experienced and dedicated teaching staff. ➢ Efficient non-teaching staff. ➢ Active N.S.S., NC.C. Unit, Students Council, Nature Club, , Placement and Career Guidance Cell. ➢ Our college is the initial institute to start CPT coaching classes and CA examination centre at Shivaji University, Kolhapur. ➢ Participation and achievements National and International in sports	➢ Canteen facility. ➢ Girls Hostels.
Opportunity ➢ Diversification of education by starting new self-financing courses and Add-on courses. ➢ To start Research Centre to encourage research activities. ➢ To start guidance cell for competitive examination. ➢ To start coaching class for CS Course.	**Challenges** ➢ To stand with global competitive environment.

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

> ➢To upgrade classrooms
>
> ➢To enhance infrastructure of the college in different ways for the interest of students
>
> ➢To encourage students to involve in co-curricular and extracurricular activities
>
> ➢To provide financial assistance for financially weak students
>
> ➢To create health and hygiene awareness among students
>
> ➢To stimulate nonteaching staff for updating administrative skill
>
> ➢To encourage faculty members for their contribution in research work and research project

Name __Dr. V.A. Patil_____   *Name __Dr. S.B. Patil_____*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

_____ *** _____

Annexure-I

COUNCIL OF EDUCATION'S
D. R.K. COLLEGE OF COMMERCE, KOLHAPUR

YEAR:2012-13

ANALYSIS OF ASSESSMENT OF THE TEACHER BY THE STUDENT

(n=400)

Sr. No.	Particulars	Excellent	Very Good	Good	Satisfactory	Unsatisfactory
1	Subject knowledge	30	30	35	5	Nil
2	Language competency	15	25	35	25	Nil
3	Class control	25	35	30	10	Nil
4	Ability to explain	35	25	35	15	Nil
5	Availability	55	20	10	15	Nil
6	Career guidance	10	25	35	30	Nil
7	Encouragement for extra-curricular activities	15	25	30	30	Nil
8	Punctuality in lecture	55	10	25	20	Nil
9	Preparing students for exams.	75	15	Nil	10	Nil
10	Efforts to bring discipline among the students	40	15	30	15	Nil
11.	General remarks.	20	40	20	20	Nil

Figures indicate percentage of responses

YEAR:2012-13

ANALYSIS FEEDBACK FROM PARENTS

(N=30)

Sr. No.	Parameters	Satisfactory	Unsatisfactory
1	Standard of teaching	95	5
2	Extra-Curricular activities	90	10
3	Students Support	85	15
4	Soft skill development	95	5
5	Infrastructure	100	Nil
6	Library facilities	95	5
7	Sports facilities	85	15
8	Office administration	80	20
9	Counseling to students	85	15

Figures indicate percentage of responses

ANALYSIS OF FEEDBACK FROM ALUMNI

(n=30)

Sr. No.	Particulars	Very Good	Good	Satisfactory	Unsatisfactory
1	Campus environment	20	35	45	Nil
2	Library facilities	35	35	25	5
3	Sports facilities	40	40	15	5
4	Health centre	20	30	45	5
5	Recent developments in the college	30	40	30	Nil
6	Infrastructure	65	25	10	Nil
7	Hostel facilities	90	5	5	Nil
8	Scholarship payment	100	Nil	Nil	Nil
9	Anti-Ragging, Anti-Sexual Harassment Cell	40	35	25	Nil
10	B.C. Cell	35	20	40	5
11.	Career Guidance	70	10	20	Nil
12	Interaction between college and alumni	40	25	30	5

Figures indicate percentage of responses.

Analysis of Employers Feedback

The employee is quiet pleased about recent development in college, co-curricular activities as well as interaction with the industry. He has proposed an idea to construct additional floor.

Annexure-II

Innovations and Best Practices

Year 2012-13

Sr. No.	Best Practices
i	**<u>Adoption of AV rooms for Effective Teaching</u>** Adoption of audio-visual rooms for effective teaching learning process. This made the College ICT (Information and Communication Technology) enabled institute. Teachers have started using LCD projectors equipped with audio interface. This made the classroom teaching more effective. It is is possible to teach special bits by showing videos related to them. Teachers are preparing PPT presentations for teaching.
ii	**Save baby Girls campaign** Save baby Girls campaign is run by NSS students through Street Plays. The students have arranged the plays at various locations like ST stand, Crowed Streets, Markets, and College Campus etc. This was an attempt to aware people regarding importance of female in human life. The Street play was appreciated by the people. The play has inspired the people and created awareness against female foetus killing.

D.R.K.College of Commerce, Kolhapur
Academic Calendar Year 2012 -2013
22nd June 2012 to 30th April2013

Sr. No.	Month	Week I	Week II	Week III	Week IV
1	JUNE 2012			Admission Process Time table preparation.	26th - Ch.Shahu Jyanti celebration Commencement of B.Com-I classes.
2	JULY 2012	Commencement of B.Com-II, III Classes BBA-I, II, III Classes	11th-Population day	PG:M.Com, MBA admission process, M.Com,MBA Time-Table preparation	Commencement of M.Com classes.
3	AUG 2012	Commencement of MBA classes	NSS inauguration, 9th- Krantidin	15th- Independence Day celebration	Staff Academy, Career counselling programme.
4	SEPT 2012	Student council general elections 5th - Teachers day	14th- Hindi day	15th-Deshbhakt Ratnappa Kumbhar Jyanti Blood Donation camp. 16th -Ozone day	24th -NSS day, Youth festival of Shivaji University
5	Oct 2012	Guest Lecture	Seminar presentation by students	Student home assignment submission student feedback forms	24th Oct. Diwali vacation.
6	NOV 2012	Diwali vacation	Diwali vacation Shivaji University Exam	Shivaji University Exam	Shivaji University Exam
7	DEC 2012	Shivaji University Exam : MBA 1st- World AIDS day.	Shivaji University Exam: MBA, Beginning of semester, Time Table preparation	Shivaji University Exam : MBA	Shivaji University Exam: MBA 23rd- Deshbhakt Ratnappa Kumbhar Death anniversary 31st- Anti-Tobacco day.
8	JAN 2013	3rd- Savitribai Phule Jyanti, MBA Sem Starts Time - table preparation	12th- Youth day Swami Vivekananda Jyanti	NSS Camp	26th- Republic Day celebrations
9	FEB 2013	Environment	Physical	MBA-Industrial visit	Annual prize

		project submission	examination of B.com-I		distribution
10	**MAR 2013**	Student seminar presentations & Assignment submission, Student Feedback forms	8th - Women's day	Shivaji University Exam	Shivaji University Exam
11	**APR 2013**	Seminar on Budget 2013-14 for MBA Students Shivaji University Exam	Shivaji University Exam	Shivaji University Exam	Shivaji University Exam