

The Annual Quality Assurance Report (AQAR) of the IQAC (2013 – 2014)

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. MRS. B. J.NERLEKAR

Mobile:

+919822345765

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:

<http://www.drkcollegekolhapur.org>

Web-link of the AQAR:

www.drkcollegekolhapur.org/wp-content/uploads/2013-2014.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	1 st Cycle	B+		2003	2008
2	2 nd Cycle				
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

30/04/2013

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

2013-14

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

- i. AQAR _____ (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

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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held –No.

2.11 No. of meetings with various stakeholders: Students Faculty

Non-Teaching Staff Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

- Entrepreneurship development
- Skill of letter writing
- Cause and consequence of Global warming

2.14 Significant Activities and contributions made by IQAC

Existing courses have been strengthened and updated as per university norms and rules

Employment oriented short term course 'Tally ERP 9.0' under commerce has been conducted.

Gymkhana equipment has been updated and enhanced for the benefit of student's performance in sports.

Health awareness and career guidance programmes for students have been conducted.

Faculty members are stimulated to undergo faculty development programme (FDP) for updating the knowledge

Examination reforms as internal test terminal and preliminary test are undertaken

Results of B.Com- Part I have been declared at right time through the MKCL software

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
Planned to enhance infrastructure of the college in different ways for the benefit of students	LCD projector and green boards installed CCTV cameras, repair of electric wiring, road asphaltting and purchase of chairs benches.
Proposed to encourage students to involve in co-curricular and extracurricular activities	No. of students participated in sports and youth festival activities and won different prizes
Planned to provide financial assistance to financially weak students	Financial help provided by obtaining scholarships from Government and other agencies
Proposed to create health and hygiene awareness among students	Arranged health check- up camps, fitness lectures, yoga training for students
Planned to stimulate nonteaching staff for updating administrative skill	No. of non- teaching staff members participated in skill development programmes organised by University.
Encouraged faculty members for their contribution in research work and research project	Two teachers are awarded Ph.D degree and two teachers are engaged in minor research project. No. of teachers have participated in Seminars and presented papers in it One teacher passed SLET examination. One teacher attended FDP of one week

* 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 action taken --

- Placement cell has been strengthened to provide career guidance to the students by arranging self-employment training and aptitude training.
- Different associations has been initiated at departmental level to implement various activities which support performance of academic and extracurricular activities
- Different infrastructure plans have been implemented for improvement in infrastructure facilities for the benefit of all stakeholders
- Admission procedure has been reformed and simplified and merit based admission system has been adopted
- Proposal for National seminar (Accountancy, and Physical Education) has been submitted to UGC and other sponsoring agencies

Part – B

Criterion – I (2013 – 14)

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	4
Trimester	-
Annual	-

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 University has introduced semester system for M.Com Course. The revised syllabus with CBCS pattern for M.Com – I and MBA – I has been implemented by the College as per the norms of 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
23	16	3	1	3

2.2 Number of Permanent faculty with Ph.D

6

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
0	4	0	2(MBA)	0	0	0	0	0	9

2.4 No. of Guest and Visiting faculty and Temporary faculty

2	1	08
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2.5 Faculty Participation in conferences and Symposia

No. Of faculty	International Level	National Level	State Level
Attended	2	8	4
Presented Papers	2	7	1
Resource Persons	-	2	1

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

- Student centered teaching strategies
- Provision of study material

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 Examination, Photo Copy, 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	439	9.79	40.32	36.67	5.93	92.71
M.Com	90	2.22	16.67	37.78	10	66.67
B.B.A	52	7.69	40.39	38.46	0	86.54
M.B.A	57	0	71.93	1.75	0	73.68

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

IQAC has given suggestions and recommendations to renovate and strengthen the tutorial and remedial coaching practices. It proposed to purchase books relevant to academic needs and collect feedback from students.

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	-
Staff training conducted by other institutions	2
Summer/winter schools, workshops etc.	-
Others	5

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	02	-
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

- Encouraging faculty and students to publish articles in reputed journals.
- Motivating 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	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	4	1	-
Non-Peer Review Journals	1	4	2
e-Journals	-	-	-
Conference proceedings	1	8	3

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

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

From Funding agency From Management of University/College

Total

3.16 No. of patents received this

Type of Patent		Number	year
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
2	-	-	1	1	-	-

3.18 No. of faculty from the Institution 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 29 State level 6
National level - International level -

3.22 No. Of students participated in NCC events:

University level - State level 05
National level 17 International level -

3.23 No. Of Awards won in NSS:

University level - State level 1
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 - College forum 4
NCC 6 NSS 12 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’
- NSS unit presented a street play on ‘Andhashradha Nirmulan’

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	3515.6 sq.mt.	-	-	3515.6 sq.mt.
Hostel Area	14727.3½ Sq.mt.			14727.3½ Sq.mt.
Class rooms	21	-	-	21
Laboratories	-	-	-	-
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	15	UGC Management	15
Value of the equipment purchased during the year (Rs. in Lakhs)	-	4.25	UGC Management	4.25
Others(Rs. in Lakhs)	-	0.82	UGC Management	0.82

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	38,856	13,07,893	819	62,999	39,675	13,70,892
Reference Books	26,205	23,65,906	238	81,947	26,443	24,47,854
e-Books	93,809 (N- LIST)	5,000	-	-	93,809 (N- LIST)	5,000
Journals	62	54,581			62	54,581
e-Journals	6,247 (N- LIST)	5,000	-	-	6,247 (N- LIST)	5,000
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	12,859	6,77,018	265	68,781	13,124	7,45,799

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	102 PC	03 Labs	Upto 4 Mbps Upto 4 Mbps	03 Labs	-	16 PC	08 PC 03 Laptop	01 PC
Added	10 PC	-	Upto4 Mbps	-	-	01 PC	04 Laptops	-
Total	112 PC	03 Labs	Upto12 Mbps	03 Labs	-	17 PC	08 PC 7 Laptop	01 PC

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

- Conducted training on E-Governance for administrative staff.
- Provided training on SPSS for Data analysis to Staff Members and Students.
- Arranged workshop on working of Management Information System for students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	1.68
ii) Campus Infrastructure and facilities	3.55
iii) Equipments	0.93
iv) Others	0.30
Total :	6.46

Criterion – V

5. Student Support and Progression

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

IQAC has taken many efforts for in time distribution of Scholarships and Fee concession to the needy students from various backgrounds. Additional care and facilities are provided to the physically disabled students and preference is given to them in the library and office. Scientific and advanced coaching and necessary equipments are made available to the elite sportsman of the college. Health Awareness programmes is organised through Physicians including Yoga and Fitness Training for the students. Well equipped computer lab is utilized for various skill developments. IQAC organizes guest lectures on various current issues in the commerce, accountancy and physical education.

5.2 Efforts made by the institution for tracking the progression

- Various departments and committees.
- Appointment of qualified faculty members.
- Organization of various co-curricular activities and sports events.
- Technology up gradation- Wi-Fi campus, LCD projectors.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1823	422	-----	----

(b) No. of students outside the state

04

(c) No. of international students

01

No	%
1025	45.66

Men

No	%
1220	54.34

Women

Last Year						This Year					
Gen	SC	ST	OBC	Phy.Ch.	Total	Gen	SC	ST	OBC	Phy.Ch.	Total
1398	262	03	602	06	2267	1252	285	01	673	02	2245

Demand ratio 150:100

Dropout = 1.66%

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

- Expert's lectures are organized on Competitive exams
- Group discussion is conducted on various topics and issues to enhance general knowledge of the students

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 student counseling and career guidance

- **Guest Lectures:**
- Gemology and Jewellery Art- Mr. Imam Hudali
- Rajashri Shahu Maharajanchya Vicharanchi Va Karyachi Prastutata- Com. Govind Pansare
- Analysis of Budget 2013- Dr. Mrs. V. P. Katti
- Need of Life Insurance- Mr. Mande Satish
- Auditing- C.A. Sunil Nagavakar
- Investors Awareness Programme- Mr. Ranjeet Krishanan
- Entrepreneurial Opportunities in Garment Industries- Mr. Dhananjay Kalekar
- Stock Market- Prof. S. P. Kulkarni
- Career after Commerce Graduation- Ajay Kulkarni
- Awareness about women Trapping- Mr. Santosh Murgudkar
- Soft Skills- Mr. Raviraj Biraje

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
14	60	05	09

5.8 Details of gender sensitization programmes

- Interaction with women representatives about health, hygiene and other problems.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of Students	Amount
Financial support from institution	----	----
Financial support from government	384	Rs. 17,51,327
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

- Blood Donation Camp- NSS & NCC
- Initiative for Save Panchaganga River from Water pollution at Ganesh Visargan- NSS
- Street play for Awareness about Excess Use of Social Media- Facebook

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

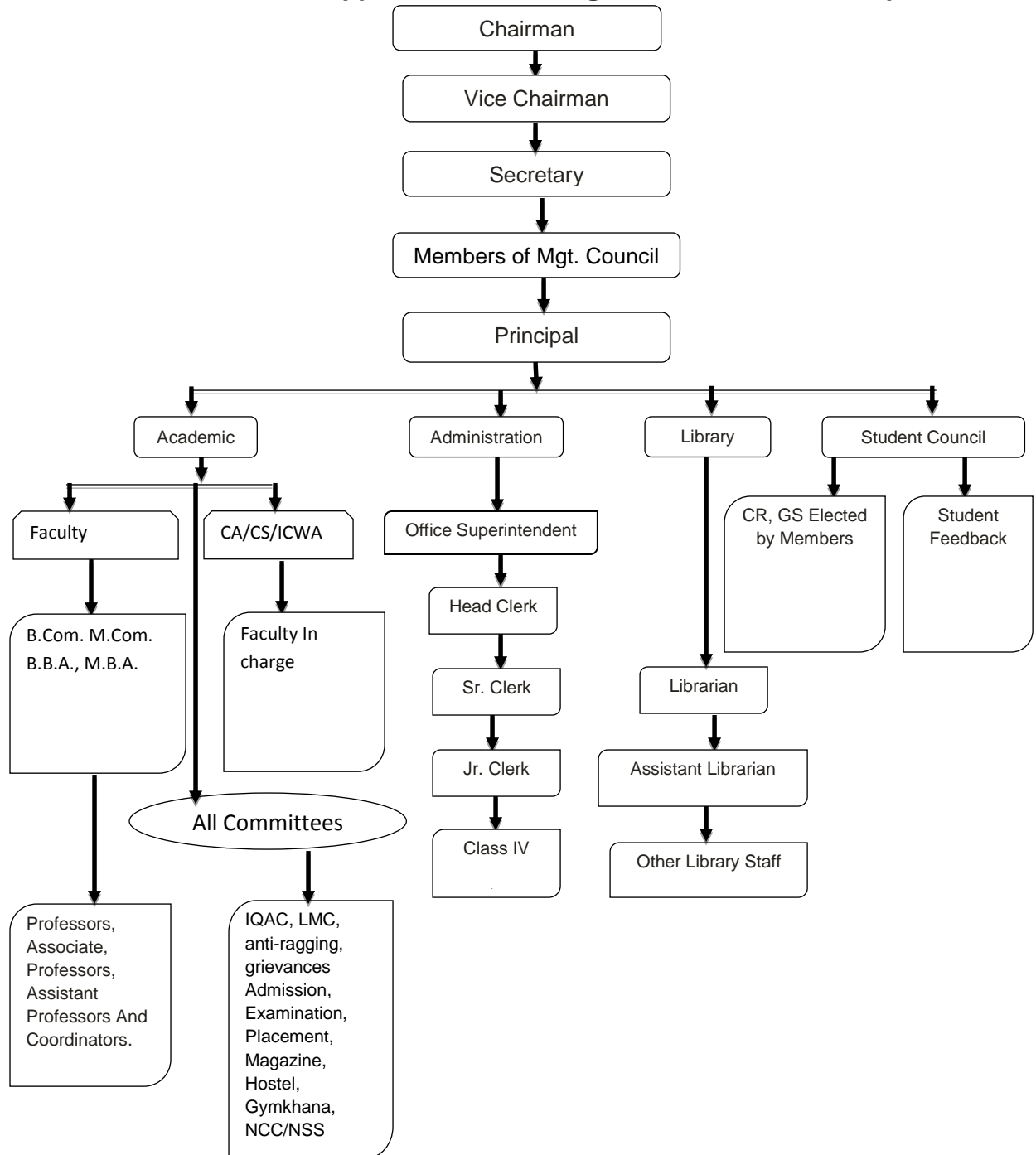
OUR MISSION:

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 have 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



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

6.3.1 Curriculum Development

- Semester pattern for M.Com. I.
- 80-20 pattern for MBA.
- Assessment of the first year degree Course in the college

6.3.2 Teaching and Learning

- LCD projectors are used for effective presentation in the lectures.
- Classroom seminar and students participations are encouraged to develop their academic and social skills.
- Feedback from students is collected to bridge the gap between teaching and learning.
- Participatory method, group discussion, project method and industrial visits are organized for encouragement.

6.3.3 Examination and Evaluation

The college ensures that the examination and its evaluation is conducted according to the university norms. All the faculty members assess the university papers at the CAP centres arranged by the university. They work as CAP directors internal and external senior supervisors etc. for university examination. After the examination the results are analyzed according to each class and subject and required actions are taken if necessary. Review of the results and the performance is also discussed in LMC along with the members of management.

6.3.4 Research and Development

- Three members are recognized as Guide for M.Phil. And Ph.D. students.
- Two Faculty Members are awarded Ph.D. Degree this year.
- Faculty members published their research papers in various National and International Conferences, Seminars and journals.
- The presentation of research work is done by the faculty in the staff room through RATNA MANCH.

6.3.5 Library, ICT and Physical infrastructure/ instrumentation

LIBRARY:

- Number of book purchased: 1,341 Journals: 62 News Papers: 2
- Expenses on Books: Rs.2,20,118
- Expenses on Journals: Rs.54581
- UGC grants available for library facilities are utilized fully.
- Students have been given books through Book Bank and special library scheme.
- The library maintains a set of course-wise, semester-wise and year-wise question papers.
- A separate room is made available in the library for Faculty.

LIBRARY AUTOMATION:

- ICT and Barcode Technology Implemented.
- Total number of **Computers: 5 Printer :1 Scanner :3**
- Internet bandwidth speed: 4 MBPS up to 20GB.
- Library is fully automated for management courses.

ICT:

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

PHYSICAL INFRASTRUCTURE/ INSTRUMENTATION:

- 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:

- Facilities for indoor games like Table Tennis, Badminton, Carom, Chess etc. and Outdoor Courts for Basketball and Cricket.
- Multipurpose hall for conducting various activities.
- Parking area for faculty and students.
- Well-equipped gymnasium room.

6.3.6 Human Resource Management

- The Institution is headed by the Principal. He looks after the academic activities of the institution.
- The human resource management system includes several committees of faculty members for assisting the principal in coordinating different curricular and extra-curricular activities.
- Coordinators are appointed for self-financing courses with full support by management for the administration and extra-curricular activities.

1.3.7 Faculty and Staff recruitment

- Appointments are made as per the norms of Shivaji University and State Government.
- Contract basis and CHB faculties are appointed by local management committee.

6.3.8 Industry Interaction/ Collaboration

- The UG and PG students go for internship as well as in plant training and on the job training.
- The contact with corporate/Industrial units opens avenues for research and publication of papers.
- The faculty members also contribute to the industry through their consultancy, guidance and research publications.
- College organizes industrial visits for UG and PG students every year.

6.3.9 Admission of Students

- The principal forms the committees for admission of the students to each class separately.
- The committee members follow the University Norms for admission.
- A separate register is maintained to record the sale of application forms, list of applications received and list of students selected.
- A waiting list is also prepared and put up on the College Notice board.

6.4 Welfare Schemes for

Teaching	<ul style="list-style-type: none">➤ Group Insurance scheme.➤ PF, CPF, Medical Reimbursement.➤ Payment of registration fees to attend Workshop and Conferences.
Non-Teaching	<ul style="list-style-type: none">➤ Provision of uniforms every year.➤ Gift hampers during Diwali.➤ Group Insurance scheme.

Students	<ul style="list-style-type: none"> ➤ Financial assistance by way of scholarship- Rs.17, 51,327 to 384 students. ➤ Support for getting Educational Bank Loan / Financial Assistance from Private Trust. ➤ 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
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**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	Yes	Shivaji University	No	-
Administrative	Yes	Joint Director	Yes	Management

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

For UG Programmes Yes/No

No

For PG Programmes Yes/No

No

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

Examination Reforms:

Faculty members actively participated in 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

Meeting of Alumni Association is conducted twice a year and suggestions for improvement are welcomed from them.

6.12 Activities and support from the Parent-Teacher Association

Parent-Teacher meeting is conducted twice a year at college level.

6.13 Development programmes for support staff

- Encouragement and support to faculty members to participate in Refreshers, Orientations Programmes.
- Encouragement for participation in Faculty Development Programmes, Workshops, Seminars, Conferences etc.
- Felicitations to the staff for their outstanding performance, achievement etc.

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

- Road Asphalted for proper parking.
- Motivation and support to students for project work related to environmental issues.
- Cleaning of premises by NSS students for Republic Day.
- Organizing NO VEHICLE DAY for teacher and students.
- Encouraging tree plantation on special occasions etc.

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.

- CS and ICWA coaching started.
- Bar Coding system implemented in library
- Fitness tests conducted by sports department

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

- LCD projectors and green boards installed.
- CCTV cameras, repair of electric wiring, road asphalting and chairs, benches installed.
- Financial help provided by obtaining scholarships from Government and other agencies.
- Arranged health check- up camps, fitness lectures, yoga training for students.
- Two teachers are awarded Ph.D degree and two teachers are engaged in minor research projects.
- One teacher passed SLET examination. One teacher attended FDP of one week.

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

- Fitness test is conducted by sports department to select best students for sports activities.
- Bar Coding system installed in library

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

7.4 Contribution to environmental awareness / protection

- Welcome to guests by giving plants/saplings.
- No vehicle day
- Nirmalya Collection on the occasion of Ganapati festival.
- 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
<ul style="list-style-type: none">➤ Highly qualified, experienced and dedicated teaching staff.➤ Efficient non-teaching staff.➤ Active N.S.S., NC.C. Units, Students Council,	<ul style="list-style-type: none">➤ Canteen facility.➤ Girls Hostel.

<p>Nature Club, Placement and Career Guidance Cell.</p> <ul style="list-style-type: none"> ➤ Coaching classes for CPT course. ➤ CA and ICWA Examination centre. ➤ Participation and achievements National and International in sports 	
<p style="text-align: center;">Opportunity</p> <ul style="list-style-type: none"> ➤ Diversification of education by starting new self-financing courses and Add-on courses. ➤ To start Research Centre to encourage research activities. 	<p style="text-align: center;">Challenges</p> <p style="text-align: center;">Internationalisation of education.</p>

8. Plans of institution for next year

To arrange seminars and conferences at National level.
 To Extend and develop the infrastructure.
 To provide audio-aids for faculty.

Name Dr. B.J. Nerlekar

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:2013-14

**ANALYSIS OF ASSESSMENT OF THE TEACHER BY THE
STUDENT**

(n=400)

Sr. No.	Particulars	Excellent	Very Good	Good	Satisfactory	Unsatisfactory
1	Subject knowledge	25	25	30	20	Nil
2	Language competency	25	30	20	25	Nil
3	Class control	25	35	30	10	Nil
4	Ability to explain	40	20	30	10	Nil
5	Availability	50	20	10	20	Nil
6	Career guidance	10	25	35	30	Nil
7	Encouragement for extra-curricular activities	15	25	30	30	Nil
8	Punctuality in lecture	70	10	20	Nil	Nil
9	Preparing students for exams.	70	10	5	15	Nil
10	Efforts to bring discipline among the students	40	15	30	15	Nil
11.	General remarks.	30	30	15	25	Nil

Figures indicate percentage of responses

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

YEAR:2013-14

ANALYSIS FEEDBACK FROM PARENTS

(N=40)

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

Figures indicate percentage of responses

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

YEAR: 2013-14

ANALYSIS OF FEEDBACK FROM ALUMNI

(n=40)

Sr. No.	Particulars	Very Good	Good	Satisfactory	Unsatisfactory
1	Campus environment	45	35	20	Nil
2	Library facilities	35	30	35	Nil
3	Sports facilities	30	45	20	5
4	Health centre	15	40	40	5
5	Recent developments in the college	35	35	30	Nil
6	Infrastructure	75	10	15	Nil
7	Hostel facilities	85	5	10	Nil
8	Scholarship payment	95	Nil	5	Nil
9	Anti-Ragging, Anti-Sexual Harassment Cell	50	20	25	5
10	B.C. Cell	40	15	35	5
11.	Career Guidance	75	10	25	Nil
12	Interaction between college and alumni	55	10	30	5

Figures indicate percentage of responses.

Analysis of Employers Feedback

The employee expressed his satisfaction on academic, co-curricular and recent developments in the institution. He suggested removing the semester pattern of examinations.

Annexure-II

Annexure: Innovations and Best Practices

Year 2013-14

Sr. No.	Best Practices
i	<p style="text-align: center;"><u>Fitness Tests for Students</u></p> <p>Fitness tests are conducted by sports department for B.com I students to check their physical endurance developed during the year. This programme has assisted the sports department to select best students for sports activities. When students are admitted to B.com I they undergo a physical exam conducted by physical department of the college. The same exam is iterated at the end of the year. And the physical progress of the students is analysed</p> <p>This assist sport department to indentify hidden sportsmen in the students.</p>
ii	<p style="text-align: center;"><u>Installation of Bar Coding system</u></p> <p>In library Bar Coding system is installed for efficient working and to keep up to date record of the books. In bar coding the books are pasted with stickers of bar codes. A computer interferences is given to hands scanners. The scanner scans the bar codes and updates the information regarding books into the computer database. This enables the library personnel to track the record of the books which avoids book misplacement, theft etc.</p>

D.R.K.College of Commerce, Kolhapur
Academic Calendar Year 2013-2014

Sr. No.	Month	Week I	Week II	Week III	Week IV
1	June 2013				22 nd Admission Process starts Beginning of lectures of B.Com.-I
2	July 2013	1 st Beginning of Lectures B.Com.II B.Com.II, BBA I ,II, and III Classes	11 th Population Day	25 th P.G.- M.Com. M.B.A. Admission Process	29 th Beginning of MBA II Classes
3	August 2013	1 st Beginning of lectures for MBA I Classes	10 th NSS Inauguration 12 th General Guest lecture 16 th Visit to Orphanage School 15 th	University Exam Forms	25 th Staff Approval 26 th Staff academy 26 th Career Counseling Programme

			Independence day		
4	September 2013	5 th Teachers day Student Council General Elections	15 th Sep. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Jyanti 15 th Blood donation camp	16 th general Ozone day	24 th NSS Day 26 th Youth Festival 27 th Tourism Day
5	October 2013	2 nd Mahatma Gandhi Jyanti 2 nd Blood donation camp	Seminar presentations by students	Submission of Home assignments	28 th Dipawali vacation
6	November 2013	Diwali Vacation	Diwali vacation University examination	University examination	University examination
7	December 2013	1 th Worlds Aids Day	Beginning of next semester	Guest lecture	23 rd Sep. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Death anniversary 31 st Dec. Anti

					Tobacco Day
8	January 2014	Commencem ent of MBA II Classes Commencem ent of MBA I Classes	NSS Camp	Semester Exam forms for B.Com.II and III BBA I II III 14 th Rose Day 16 th Investment Awareness programs(C. S.) Lead College Activity	26 th Republic Day 28 th Annual prize Distribution Programme
9	February 2014	Intra and Inter College matches	Submission of Environmental Projects Workshop on Soft skill development	Physical examination of B.Com. I	26 th Guest lecture on IT
10	March 2014	4 th Guests lecture by Industrial experts	Mock Interview sessions of MBA II	University exam	University exam

11	April 2014	University Examination	14 th Dr. Babasaheb Ambedkar Jyanti University Exam	University exam	University exam
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