

# 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, 2012 to June 30, 2013)

## Part – A

**AQAR for the year (for example 2015-16)**

2017-18

### 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 1

RAVIWAR PETH

City/Town

KOLHAPUR

State

MAHARASHTRA

Pin Code

416002

Institution e-mail address

info@drkcollegekolhapur.org

Contact Nos.

0231-2641224

Name of the Head of the Institution:

Principal Dr. V. A. Patil

Tel. No. with STD Code:

0231-2641224

Mobile:

09822917350

Name of the IQAC Co-ordinator:

ASSI. PROF. DR. A. S. BANNE

Mobile:

+919422043912

IQAC e-mail address:

info@drkcollegekolhapur.org

**1.3 NAAC Track ID** (For ex. MH vCOGN 18879)

**MHCOGN10451**

**OR**

**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:

<http://www.drkcollegekolhapur.org/aqar/reports>

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

**1.6 Accreditation Details**

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+		2003	2008
2	2 <sup>nd</sup> Cycle	A	3.03	2016	2021
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

**1.7 Date of Establishment of IQAC: DD/MM/YYYY**

30/04/2013

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

2017-18

**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 2014-15 (31/10/2015)
- ii. AQAR 2015-16 (07/10/2016)
- iii. AQAR 2016-17 (26/04/2017)

### 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	<input type="text"/>	UGC-CPE	<input type="text"/>
DST Star Scheme	<input type="text"/>	UGC-CE	<input type="text"/>
UGC-Special Assistance Programme	<input type="text"/>	DST-FIST	<input type="text"/>
UGC-Innovative PG programmes	<input type="text"/>	Any other ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text"/>		

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

2.1 No. of Teachers	<input type="text" value="05"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
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="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="12"/>
2.10 No. of IQAC meetings held	<input type="text" value="04"/>

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

Non-Teaching Staff  Students  Alumni  Others

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

If yes, mention the amount

**2.13 Seminars and Conferences (only quality related)**

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

Total No  International  National  State  Institution Level

(ii) Themes

- National seminar on Revised Structure of Assessment & Accreditation by NAAC.
- Work Shop on New Ethical Perspectives in Retail and Insurance Industry
- Work Shop on Spardha Parikashetil Marathitil Mahatva
- Role of Libraries in Human Resource and Human Relations.

**2.14 Significant Activities and contributions made by IQAC**

- Conducted national seminar on Revised Structure of Assessment & Accreditation by NAAC.
- Initiated MOU to start Add On course for skill development.
- Collected feedback from students for improving teaching learning process
- Encouraging students for participation & excellent performance in co-curricular & extracurricular activities
- Encouraged students to undertake research projects funded by Shivaji University.
- Provided counselling & coaching to academically weaker students.

**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
1. To stimulate faculty to publish research papers	7 faculty members published papers in National & International Journals
2. To encourage students for involving & improving their status in academic, sports & cultural performance	Our students showed the best performance in University examinations and sports by securing merit rank.
3. To undertake activities on social issues	Our NSS unit organised Tree Plantation, Voters Rally, Yoga Day, Pulse Polio Rally, and Women's Empowerment Rally.
4. To encourage students to participate in NCC activities	Our NCC cadets organised Blood Donation camp, Yoga Day & participated in State and National level camps.
5. To celebrate Birth & Death Anniversary of Late Dr. Rattnappa Kumbhar	Our college organised Rangoli Competition, Mehendi Competition and essay competition.
6. To conduct program for skill development & placement of students	Our college started add on course on banking for skill development and conducted guest lectures, workshop under lead college, industrial visit, Mock Interview Talent hunt. The college has started process to enter into MOUs with different organization. College has appointed a Placement Officer.
7. To encourage research activity among staff & student	Under Ratna Manch Forum, the faculty members are felicitated for their research and success in NET/SET exams. Further, the staff members present their research and share their experiences under this forum.

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

2.16 Whether the AQAR was placed in statutory body    Yes     No

Management     Syndicate     Any other body

Provide the details of the action taken

- a. Add On Course on banking is started.
- b. Admissions to students are given purely on merit basis and government rules.
- c. Admission committees were formed to carry on the admission process and assign task to guide the Students for the elective subjects and the admission process.
- d. Internal road was constructed in the college premises.
- e. College premises were cleaned under the Cleanliness Drive.
- f. A national seminar was organised on 'Revised Structure of Assessment & Accreditation by NAAC' and three workshops under Lead College activities.

## Part – B

### Criterion – I

#### 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
Ph. D.	-	-	-	-
PG	2	-	2	-
UG	2	-	1	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate (Tally & Banking)	1	1	2	2
Others (C.P.T.)	1	-	1	1
<b>Total</b>	6	1	6	3

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

#### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	2
Semester CBCS	2
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.

➤ No

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

➤ Yes, Career and Placement cell has been established during the year.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total Number of permanent faculty:-

Total	Asst. Professors	Assoc. Professors	Professors	Others
20	17	2	1 (Principal)	--

2.2 Number of Permanent faculty with Ph.D.

07

12.3 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	4	0	0	0	0	0	0	1	4

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
--	--	25

2.5 Faculty Participation in conferences and Symposia

No. Of faculty	International Level	National Level	State Level
Attended	03	14	13
Presented Papers	02	03	--
Resource Persons	--	02	01



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

- Interactive teaching learning methods
- Continuous assessment and evaluation of students
- Use of technology to facilitate teaching and learning

2.7 Total Number of actual teaching days during this academic year

145

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

- Complete implementation of university examination system.
- Adopted CBCS for MBA & M. Com.

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

Board of Study	02
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2.10. Average percentage of attendance of students

92%

2.11 Course/ Programme wise distribution of pass percentage:

(March / April 2017)

Title of the Programme	Total No. of students appeared	Division					Total Pass
		Distinction	I	II	III	Pass	
B.Com	573	33	175	169	--	97	474
M.Com	107	07	16	12	--	60	95
B.B.A	69	08	15	41	--	--	64
M.B.A	54	--	16	22	--	--	38

(\* The results of March / April 2018 are not yet available)

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

- Every teacher is asked to prepare academic plan and they are further instructed to maintain academic diary.
- Teachers are given the responsibility to analyse the performance of students in academic activities

- Student feedback about teacher performance is collected and analysed
- Periodic parents meetings are conducted to inform wards progress.

### 2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher Courses	01
UGC- Faculty Improvement Programme	02
HRD Programmes	-
Orientation Programmes	-
Faculty Exchange Programmes	05
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer/winter schools, workshops etc.	-
Others	-

### 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	25	08	00	02
Technical Staff	00	00	00	-

## Criterion – III

### 3. Research, Consultancy and Extension

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

- Encouraged faculty and students to publish articles in reputed journals.
- Motivated faculty and students to undertake research project. One research project each of a faculty and a student has been sanctioned by Shivaji University.
- Conducted seminars, workshops on recent developments in Commerce and Management.
- Faculty members are felicitated for their research work under *Ratnamanch*.

#### 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	-	-	1	-
Outlay in Rs. Lakhs	-	-	60000	-

### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	16	--	--
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	2	--	--

### 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	02 Years	Shivaji University Kolhapur	60,000	-
Students research projects ( <i>other than compulsory by the University</i> )	03 Months	Shivaji University Kolhapur	10,000	10,000
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	-	01	-	-	03
Sponsoring agencies	-	Self-Funded	-	-	Lead College

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 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

02

04

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

00

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

JRF -      SRF -      Project Fellows -      Any other -

3.21 No. of students Participated in NSS events:

University level 42      State level 03

National level --      International level --

3.22 No. Of students participated in NCC events:

University level --      State level 50

National level 04      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 -      College forum 1

NCC 05      NSS 05      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’
- National Yoga Day
- Pulse Polio Programme
- Women’s Empowerment 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 & Staff Quarters	3515.6sq.mt 14727.3 <sup>1/2</sup> . Sq Mtr.	-	-	3515.6sq.mt 14727.3 <sup>1/2</sup> . Sq Mtr.
Class rooms	21	-	-	21
Laboratories	-	-	-	-
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	07 + 01	College Fund , Alumni	08
Value of the equipment purchased during the year (Rs. in Lakhs)	-	01	College Fund	01
Others	-	-	College & UGC Fund	-

4.2 Computerization of administration and library

- Office is fully computerised.
- Library is computerised.
- The Barcode System is used in Library.
- OPAC System in the library.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15534	591443	103	12025	15637	603468
Reference Books	27635	3060128	449	213781	28084	3273909
E-Books	N-List	5750	N-List	5750	N-List	5750
Journals	57	75074	61	79202	61	79202
E-Journals	N-List	5750	N-List	5750	N-List	5750
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	7551	406955	Insurance	6729	Insurance	6729

\* Value include a total value of N-List including E-Books & E-Journals together.

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	105	03	Upto 10 MBPS 3 connections	03	01	18 PCs	8 PCs 07 Laptops	01 PC
Added	01	01	-	-	-	01	-	
Total	106	04	Upto 10 MBPS 3 connections	03	01	19	8 PCs 07 Laptops	01 Pc

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

- Tally course to the students
- Exam Centre for Typing Examination
- Exam Centre of Maharashtra Government for Computer exam.
- Earn & learn centre for student.

4.6 Amount spent on maintenance in lakhs:

i) ICT	1.40
ii) Campus Infrastructure and facilities	0.27
iii) Equipments	0.49
iv) Others	0.20
<b>Total:</b>	<b>2.36</b>

## Criterion – V

### 5. Student Support and Progression

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

- Separate seating arrangement for girls in study room.
- Installed water purifier in the study room.
- 24 X 7 hours access to study room.
- Installed machine in the Ladies Room to Destroy Sanitary Napkins (Vending Machine).
- Extra cash counters for students during rush hours.

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

- Regular communication with those parents whose wards attendance is not up to the mark.
- Timely feedback from students
- Proper Result Analysis & according to result proper steps are taken for improvement e.g. slow & advanced Learners- Lectures
- Felicitation of rank holders in academics extracurricular sports activities
- Remedial and extra coaching.

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

UG	PG	Ph. D.	Others
2011	447	-	-

(b) No. of students outside the state

04

(c) No. of international students

--



No	%
929	37.79

Men

No	%
1529	62.21

Women

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1655	211	2	605	1	2474	1876	215	01	360	6	2458

Demand ratio: - 1:1.43

Dropout: - <0.5%

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

- Separate Coaching Cell for competitive examination.
- Lectures on preparation for exams.
- Guidance through guest lectures
- Intimation of exams through notices & display of brochure, Leaflets etc.
- Making available reference books and other material.

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 counselling and career guidance

- Counselling on personal as well as professional matters
- lectures on Career guidance

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
05	75	37	15

### 5.8 Details of gender sensitization programmes

- Regular meetings with girls students
- Installation of sanitary pad Vending Machine.
- Lecture and presentation about self-defence for girls by DYSP Sai Patil.

### 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	496	2420511
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: - Nil

**Criterion-VI**

**Governance, Leadership and Management**

**6.1 State the vision and mission of the institution:**

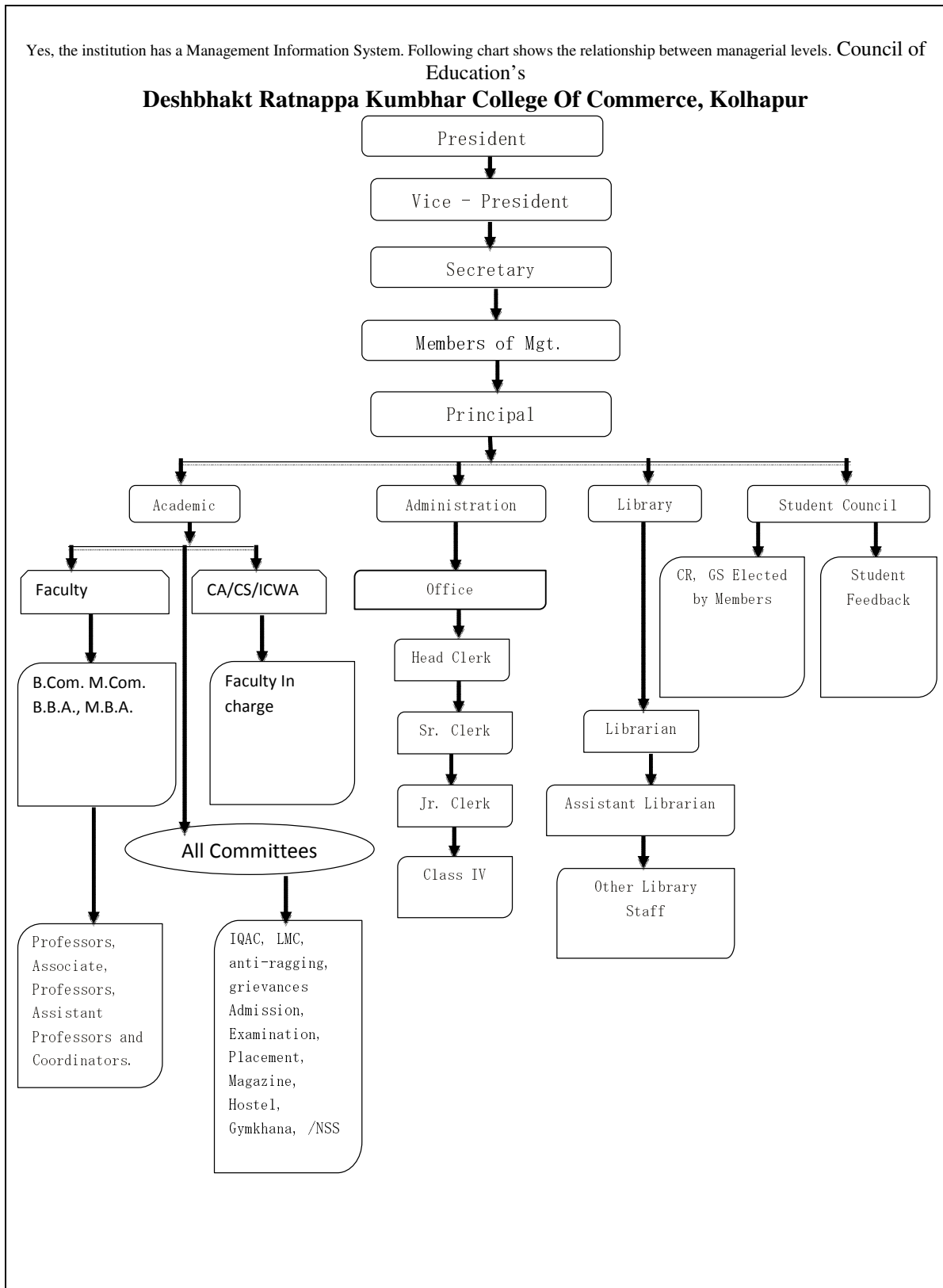
**Our vision:**

‘To make this institution a centre for imparting education in commerce and management for all who aspire to excel, in the context of globalization’.

**Our mission:**

1. To impart Quality Education in Commerce and Business 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?



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

#### 6.3.1 Curriculum Development

- As college is affiliated to Shivaji University Kolhapur, we follow the curriculum developed by the university. Two of our faculty are members of BOS for Accountancy of Shivaji University.
- Faculty members also contribute as Chairpersons, Paper Setters, Co-Paper setters, Moderators and CAP Director for university examination.

#### 6.3.2 Teaching and Learning

- Lecture methods and power point presentations have adopted for the better understanding of the students.
- Our faculty members developed the social values, communication skills, and overall personality of our students through their professional and ethical attitude.
- Feedback form industries and students have collected to bridge the gap between teaching and learning process.
- Books were provided to meritorious students through Special Library Scheme as and when they needed.
- Library is open for the students from 08.30 a.m. to 06.00 p.m. so that students can get access as per their convenience.

#### 6.3.3 Examination and Evaluation

- In the academic year 2017-18 Shivaji University Kolhapur assigned the task of Central Assessment Programme (CAP) for B. Com II & III university examinations to our college.
- The college ensures that the examination and evaluation have been conducted according to university norms. As a part of examination reforms university introduced Secured Remote Paper Delivery System (SRPD) for B. Com. and M.B.A.
- **Internal Evaluation:** Class tests, Orals, Home Assignment etc. are conducted as part of internal evaluation.
- **External Evaluation:** All the faculty members assess the university papers at the CAP centres.

### 6.3.4 Research and Development

- One of our faculty members has completed refresher course.
- As a part of the Research, the under-graduate and post-graduate students are encouraged to carry out their project in nearby industries. As a result, One student has received a grant of Rs. 10,000/- and one faculty member sanctioned grant of Rs. 60,000/- for research project from Shivaji University, Kolhapur.
- The students are motivated and guided to do research work in the area of interest and proper guidance was provided for participation in National Conferences and Seminars.
- Faculty members are motivated continuously to publish their research papers, in National and International Seminars, Conferences and journals.
- Two members of our faculty members are recognized guide for M.Phil. and Ph.D.

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

#### **LIBRARY:**

- Number of text books purchased: **103**
- Number of reference books purchased: **449**
- Other Books: -- Journals: **44** News Papers: **02**
- Expenses on Text Books: Rs. **12,025/-**
- Expenses on Reference Books: Rs. **2,13,781/-**
- Expenses on Journals: Rs. **71,037/-**
- Expenses on Other Books: Rs. --
- 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 on Library Blog.
- A separate space is made available in the library for Faculty.

#### **LIBRARY AUTOMATION:**

- ICT and Barcode Technology Implemented.
- Total number of **Computers: 10, Printer: 01, Scanner: 01.**
- Cupboards: 100, Racks: 32, Chairs: 95, Benches: 06.
- Internet bandwidth speed: 4 MBPS up to 20GB.
- Library is fully automated for management courses.
- Provided smart card to library readers.
- Developed separate reference section with sufficient reference books.
- OPAC system is available.
- Implemented QR Code System for old question papers and other.
- Availability of back up facility for computers, tube lights and fans.

**ICT:**

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

**PHYSICAL INFRASTRUCTURE/ INSTRUMENTATION:**

- Total Area of College: 3515.6 sq.mt, Built Up Area: 5097 Square Meter.
- Class Rooms :21, Computer Labs:3, Language Lab:1 Strong Room:1, Seminar Halls:2
- Multipurpose Hall :1 Boys Hostel:1 Staff Quarters:4
- Reading Room, Study Rooms, Common Room for Girls, Staff Rooms Etc.
- Water Purifiers in Library and Staffroom.
- Sanitary Napkin Vending Machine and Dispenser in Ladies Room.

**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 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.
- IQAC of the College effectively functions and takes care of all the quality enhancement and quality sustenance measures. It is constituted as per the guidelines provided by NAAC.
- The management system includes several committees 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.

### 6.3.7 Faculty and Staff recruitment

- Appointments are done as per the norms of University and State Government.
- Contract basis and CHB faculties are appointed by local management committee.
- Due to increase in workload some administrative staff members are appointed on contract basis.

### 6.3.8 Industry Interaction/ Collaboration

- Two MOUs with different local institutions are active, of which one has been signed in 2017-18 with INET Solutions, Kolhapur.
- Rojgar Melava was organized in our college through Employment Exchange Office, Kolhapur where in 22 industries / institution participated
- Industrialists are invited to interact with students.
- The BBA and MBA students go for in-plant training every year.
- The M. Com students interact with industries for their research project.
- Industrial visit are organized for B. Com, BBA and MBA students.
- College organizes industrial visits for UG and PG students every year.
- Faculty members (Research Scholars) interact with industries for their research work from time to time.
- College has appointed full time placement officer form the own funds.

### 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 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.
- While giving admission to Part-I classes, rules regarding reservation are strictly followed.



#### 6.4 Welfare Schemes for

Teaching	<ul style="list-style-type: none"> <li>➤ Group Insurance Scheme.</li> <li>➤ PF, CPF, Medical Reimbursement.</li> <li>➤ Payment of registration fees to attend Workshop, Seminars and Conferences.</li> <li>➤ Gift Hampers for Diwali through Society.</li> </ul>
Non-Teaching	<ul style="list-style-type: none"> <li>➤ Provision of uniforms every year.</li> <li>➤ Gift hampers during Diwali.</li> <li>➤ Group Insurance Scheme.</li> </ul>
Students	<ul style="list-style-type: none"> <li>➤ Payment of registration fees to attend inter-college competitions.</li> <li>➤ Provision for Bonafide Certificate from college for subsidized Bus Fair.</li> <li>➤ Facility of day-night reading room during exam.</li> <li>➤ Financial Assistance to participate in Youth Festival.</li> <li>➤ Total Medical Check-up of students every year.</li> <li>➤ Financial Assistance to National/International Players in the form of scholarship.</li> <li>➤ Financial assistance by way of scholarships - Rs. 24,20,511/- to 496 students.</li> <li>➤ Support for getting Educational Bank Loan / Financial Assistance from Private Trust.</li> <li>➤ TA, DA for students participating in sports, NSS, Cultural activities for various competitions.</li> <li>➤ Group Insurance Scheme.</li> </ul>

**6.5 Total corpus fund generated**

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

**Endowment fund**

**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

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

For UG Programmes Yes  No

For PG Programmes Yes  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 and administrative staff are deputed for the workshops conducted by Shivaji University for Examination Reforms like SRPD, Online Submission of Marks, Faculty Information through Appointment Portal etc.

**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**

- Organized Meeting of Alumni Association. The association donated mike system and fans.
- The alumni actively participated in Tree Plantation programme of the college.

**6.12 Activities and support from the Parent-Teacher Association**

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

**6.13 Development programmes for support staff**

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

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

- Cleaning of premises by the NSS students.
- Planting trees and maintaining the existing garden.
- Conducting expert lectures for the awareness of environmental problems.
- Encouraging tree plantation on special occasions etc.
- Organizing No Vehicle Day for teachers and students on every third Saturday of the month.
- Use of white/green board in the classrooms.
- Motivation and support to students for project work related to environmental issues.

## Criterion – VII

### 7. Innovations and Best Practices

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

- Process For agreement of disposal of E-wastage has been started.
- Our college has been allotted CAP centre by Shivaji University for assessment of B. Com II and III examination held in March / April 2018. We have successfully completed assessment work well in time.
- The work of internal road asphaltting has been done by our college.
- In order to reduce environmental problem our college has completed the repair work of drainage system along with KMC.

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

- Organised one national seminar.
- Organised 3 one day workshops.
- Organized visit and discussion our students with students of Eastern States under 'Antarrajya Chatra Jeevan Darshan' to the college.
- Organized health check-up and Eye check-up camp.
- Organized awareness programme related to 'Swachata App'.
- Organized employment card registration camp.
- Organized Rojgar Melawa in association with Zilla Kaushalya Vikas, Rojgar and Udhyojakata Margdarshan Kendra Kolhapur.
- Organized guest lecture on GST, Investor Awareness Programme, Career in Commerce,

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

- Sports day festival was organised in the college for students.
- Additional Skill Acquisition Programme (ASAP) for students.

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

7.4 Contribution to environmental awareness / protection

- Know green, Go green activities
- Say No to Plastics.
- Three 'R' Method – Reduce, Reuse & Recycle.
- Green campus development programme.
- Tree Plantation at College Campus, Hostel Campus & Police Vasahat.
- Implementation of Swachata Abhiyan day
- Implemented drive for cleanliness of Historical monuments / statues of great leaders by our NSS students.

7.5 Whether environmental audit was conducted? Yes  No

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

<b>Strength</b>	<b>Weakness</b>
<ul style="list-style-type: none"> <li>➤ Library</li> <li>➤ Infrastructure</li> <li>➤ Well equipped Computer Lab &amp; Language Lab</li> <li>➤ CPT Coaching</li> <li>➤ Coaching for National &amp; International Sports.</li> <li>➤ CAP Centre of Shivaji University.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Canteen Facility</li> <li>➤ Girls Hostel</li> </ul>
<b>Opportunities</b>	<b>Challenges</b>
<ul style="list-style-type: none"> <li>➤ New Self-financing &amp; Add On courses</li> <li>➤ Research Centre</li> <li>➤ Coaching for C.A., C. S. &amp; I. C. W. A. Exams.</li> </ul>	<ul style="list-style-type: none"> <li>➤ Stand with global competition through quality enhancement.</li> </ul>

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

- To simplify the admission procedure
- To enhance research culture in the institute by organising the research seminars.
- To enter into MOUs with minimum to organizations.

*Name Prof. Dr. A. S. Banne*



*Signature of the Coordinator, IQAC*

*Name Dr. V. A. Patil*



*Signature of the Chairperson, IQAC*

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**Annexure-I**  
**COUNCIL OF EDUCATION'S**  
**D. R.K. COLLEGE OF COMMERCE, KOLHAPUR**  
**YEAR: 2017-18**

<b>ANALYSIS OF ASSESSMENT OF THE TEACHER BY THE STUDENT</b>
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## D. R. K. College of Commerce, Kolhapur

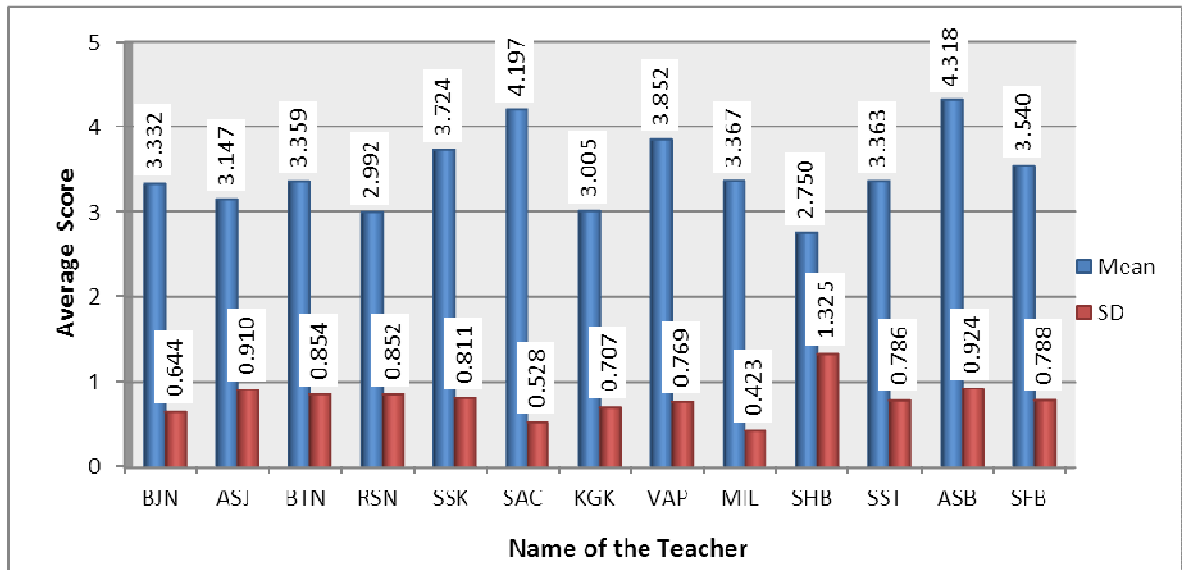
### Teachers Assessment

(Based on the feedback given by the students)

Sr. No.	Teacher Name	Abbreviation	n	Mean	SD	Remark
1	Dr. B. J. Nerlekar	BJN	66	3.332	0.644	Good
2	Prof. A. S. Jadhav	ASJ	161	3.147	0.910	Good
3	Prof. B. T. Naik	BTN	66	3.359	0.854	Good
4	Dr. R. S. Naik	RSN	109	2.992	0.852	Good
5	Prof. Mrs. S. S. Kadam	SSK	109	3.724	0.811	Very Good
6	Prof. Mrs. S. A. Chougule	SAC	153	4.197	0.528	Very Good
7	Dr. K. G. Kamble	KGK	44	3.005	0.707	Good
8	Prin. Dr. V. A. Patil	VAP	46	3.852	0.769	Very Good
9	Prof. M. I. Lakadawala	MIL	6	3.367	0.423	Good
10	Prof. Mrs. S. H. Bhurke	SHB	6	2.750	1.325	Good
11	Dr. S. S. Tipkurle	SST	44	3.363	0.786	Good
12	Dr. A. S. Banne	ASB	52	4.318	0.924	Very Good
13	Dr. S. F. Bothikar	SFB	52	3.540	0.788	Very Good

**Grading:**

<b>Excellent:</b>	<b>Very Good:</b>	<b>Good:</b>	<b>Satisfactory:</b>	<b>Unsatisfactory:</b>
$\geq 4.50$	3.50 - 4.49	2.50 - 3.49	1.50 - 2.49	< 1.50



**Analysis:**

The analysis of assessment of teachers by the students shows that, no student is unsatisfied with any of the 13 variables used for the assessment of the teacher’s performance. It is observed that, all teachers secured more than 2.50 mean score in the assessment.

**D. R. K. College of Commerce, Kolhapur**  
**Academic Calendar Year 2017 -2018**  
**12<sup>th</sup> June 2017 to 30<sup>th</sup> April 2018**

Sr. No.	Month	Week I	Week II	Week III	Week IV
1	June 2017	---	<p>Beginning of Term</p> <p>Meeting of Admission process</p> <p>Admission of B. Com Part - I &amp; BBA Part – I</p> <p>MBA CAP ROUND I</p>	<p>Celebration of International Yoga Day</p> <p>MBA CAP ROUND II &amp; III</p> <p>Preparation of Time Table</p>	<p>Time table preparation for MBA</p> <p>Commencement of C.A. /C.P.T. Classes</p> <p>Observation of Shahu Maharaj Jayanti</p> <p>Beginning of B. Com &amp; BBA I &amp; II classes</p> <p>Tree Plantation Programme</p>
2	July 2017	<p>Observation of CA day</p> <p>Beginning of Lectures of UG classes &amp; BBIII Classes</p> <p>Time table preparation for MBA II</p> <p>MBA-I admission process- Counselling to Students</p>	<p>11<sup>th</sup> Population Day</p> <p>P.G.-M.Com. Admission Process</p> <p>Foundation of different Committees</p> <p>Online confirmation of MBA I year students</p> <p>MBA II Admissions process</p>	<p>MBA II Admissions process</p> <p>NAAC committee meetings</p>	<p>Commencement of M.Com. II &amp; MBA II Classes</p> <p>Commencement of MBA I Classes as per DTE direction</p>



3.	<b>August 2017</b>	<p>Shivaji University Examination Forms MBA II year</p> <p>Campus placement activates for B.Com.</p> <p>MBA orientation day</p>	<p>Visit to orphan school</p> <p>Independence Day</p> <p>Inauguration of NSS</p> <p>Career Counselling Cell Guidance Programme</p>	<p>Formation of student council</p> <p>Attendance Meeting</p> <p>Felicitation and Induction Programme of MBA I year students</p> <p>LIC –Affiliation and continuation for the year 2017-2018</p>	<p>University examination forms</p> <p>Staff academy</p>
4	<b>September 2017</b>	<p>Fresher's Week</p> <p>5<sup>th</sup> Teachers day</p> <p>District Youth Festival</p> <p>Lead College activities preparation</p> <p>Industrial Visit for MBA I</p>	<p>15<sup>th</sup> Sep. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Jyanti</p> <p>Blood donation programme</p> <p>Guest Lecture by ICWA Support centre</p> <p>MBA Placement</p> <p>MBA Fresher's party</p> <p>MBA -A talk with Entrepreneur activity</p> <p>Central Youth festival Tally Programme</p>	<p>Industrial Visit by department of Accountancy</p> <p>Environmental awareness programme by NSS</p> <p>Visit to MIDC Shirol for MBA II</p> <p>Unit Tests for academic performance for MBA I and MBA II</p> <p>MBA II Ethics activity</p>	<p>NSS Day</p> <p>Study tour</p> <p>Tourism Day</p> <p>Career oriented Programmes</p> <p>MBA Marketing- new product development and launching activity</p> <p>MBA Mock Interview Session</p>

5	<b>October 2017</b>	<p>2<sup>nd</sup> October Mahatma Gandhi Jayanti</p> <p>Visit to MIDC for MBA I students</p> <p>MBA Campus activity</p> <p>MBA Lead College activity Workshop</p>	<p>Lead College activity Workshop by department of Economic</p> <p>Submission of B.Com Part III home assignments</p> <p>Soft Skill and Training Programme</p> <p>Student Feedback forms</p> <p>Submission of Home Assignments</p>	<p>Unit Tests for academic performance for MBA I and MBA II</p> <p>MBA Industry – Student interaction</p> <p>University Semester Examination</p>	<p>Ad-mad show for MBA I and MBA II</p> <p>Mock Interview Session</p> <p>MBA Sports Day</p> <p>Dipawali vacation</p>
6.	<b>November 2017</b>	<p>Dipawali vacation</p> <p>Mid-Term Examination</p>	<p>Shivaji University Semester exam and Dipawali vacation</p> <p>Internal Marks Submission</p>	<p>Shivaji University Examination</p>	<p>Shivaji University exam</p> <p>Unit Tests for academic performance for MBA I</p> <p>Assessment of B. Com I examination</p>
7	<b>December 2017</b>	<p>World Aids Day</p> <p>Lead college activity</p> <p>Industrial tours</p>	<p>Entrepreneurial week for B.Com II and BBA</p> <p>Industry –Student interaction for MBA</p>	<p>Campus placement activities</p> <p>MBA Shivaji University exam</p>	<p>23<sup>rd</sup> Dec. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Death anniversary</p> <p>Quiz competition</p> <p>Anti-Tobacco Day</p> <p>Campus activity and Career oriented programme</p>

<b>8</b>	<b>January 2018</b>	Commencement of MBA II Classes Commencement of MBA I Classes	NSS Camp Lead college activity Swami Vivekananda Jyanti Traditional day	Lead college activity Industrial visit BBA MBA Guest Lecture MBA Campus Activity	Republic Day Prize Distribution Ceremony MBA Career oriented Programmes Industry – Student interaction for MBA
<b>9</b>	<b>February 2018</b>	Environment Projects Sports Day Home assignments	MBA Sports Day Submission of Environmental Projects Visit to MIDC Shirolī	Campus activity Physical examination of B.Com. I Student Industry students interaction	MBA students visit to MIDC
<b>10</b>	<b>March 2018</b>	Internal Submission International Women's Day MBA Marketing activity Budget speech	Unit Tests for academic performance for MBA I and MBA II Interview Session	Visit to MIDC Shirolī for MBA I and MBA II MBA intra college competition	MBA Project Submission Shivaji University Semester Exam
<b>11</b>	<b>April 2018</b>	University Examination Campus placement	University examination Ambedkar Jayanti	University exam Assessment of papers	University exam Term end meeting