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)*	2016-17

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:	I/C 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

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

1.7 Date of Establishment of IQAC : DD/MM/YYYY 30/04/2013

1.8 AQAR for the year ***(for example 2010-11)*** 2016-17

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 2014-15 (31/10/2015)
ii. AQAR 2015-16 (07/10/2016)

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	05
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	01
2.4 No. of Management representatives	01
2.5 No. of Alumni	01
2.6 No. of any other stakeholder and community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	01
2.9 Total No. of members	12
2.10 No. of IQAC meetings held	04

2.11 No. of meetings with various stakeholders: No. 04 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 Rs. 300000/- (Rs.60000/- p.a.)

2.13 Seminars and Conferences (only quality related)

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

Total No 05 International National ✓ State ✓ Institution Level ✓

(ii) Themes

- Recent Advantages in Psychical Education & Sport Sciences
- Cooperatives in New Millennium
- English for Competitive Examination
- New Vista in Accounting and Auditing
- Goods & Service Tax

2.14 Significant Activities and contributions made by IQAC

- Enhancing Quality in Academic Performance through workshop,
- Improving teaching learning process through feedback from stakeholders
- Encouraging student for participation & excellent performance in co-curricular & extracurricular activities
- Providing counselling & coaching to academically weaker students.
- Improving student skills in English communication

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 articles	5 of our faculty members published articles in National & International Journal
2. To encourage students for involving & improving academic, sports & cultural performance	Our students achieved great success in University exams. And also achieved Awards in sports cricket, basket ball, body building, table tennis & cultural activities
3. To undertake activities on social issues	Our NSS student organised tree plantation, Rankala cleanliness, conducted Health

	Survey of Families in C ward, Kolhapur, and participated in *Avayavdan* Rally.
4. To encourage students to participate in NCC activities	Our NCC cadets organised Blood Donation camp & participated in National level camps.
5. To celebrate Birth & Death Anniversary of Late Dr.Rattnappa Kumbhar	Our college organised Rangoli Competition, Mehendi Competition
6. To coudut program for skill development & placement of student	We have conducted guest lectures, workshop under lead college, industrial visit, Mock Interview Talent hunt, Inter college & ratnamanch ect:
7. To encourage research activity among staff & student	Under Ratna Manch Forum felicitated staff for research and success in NET./SET exams., organised yoga day & guest Lectures.
8. To establish Language Lab	Our college has established and initiated Language Lab with 20 computers

** 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. Admissions to students are given purely on merit basis and government rules.

b. Admission committee's were formed. The task of the committee is to guide the Students for the elective subjects

c. Toilets attached to ladies room and staff room were renewed.

d. College premises were cleaned under the Cleanliness Drive.

e. Organised 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
PhD	-	-	-	-
PG	2	-	2	-
UG	2	-	1	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate(Tally)	1	-	1	1
Others (C.P.T.)	1	-	1	1
Total	6	-	5	2

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.

No

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

- Language Lab for development English communication skill.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total Number of permanent faculty:-

Total	Asst. Professors	Assoc. Professors	Professors	Others
19	16	2	--	--

2.2 Number of Permanent faculty with Ph.D 07

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	5	0	0	0	0	0	0	0	5

2.4 No. of Guest and Visiting faculty and Temporary faculty

2	1	08

2.5 Faculty Participation in conferences and Symposia

No. Of faculty	International Level	National Level	State Level
Attended	04	12	02
Presented Papers	06	12	--
Resource Persons	-	01	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 learning and learning

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)

Complete implementation of university examination system

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

Nil	Nil	Nil

2.10. Average percentage of attendance of students | 91% |

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	573	33	169	274	--	
M.Com	107	--	--	--	--	72
B.B.A	69	08	15	41	-	--
M.B.A	54	-	-	-	-	21

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

- Teacher are given the responsibility to analyse the performance of students in academic activities
- Student feedback is collected about teacher performance
- Student performance analysis is done
- Regular parents meetings are conducted to uniforms wards progress

2.13 Initiatives undertaken towards faculty development

Faculty/Staff Development Programmes	Number of faculty benefitted
Refresher Courses	-
UGC- Faculty Improvement Programme	01
HRD Programmes	-
Orientation Programmes	02
Faculty Exchange Programmes	-
Staff training conducted by the university	-
Staff training conducted by other institutions	2
Summer/winter schools, workshops etc.	01
Others	01

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	00	-
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

- 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	7	2	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	5	10	-

3.5 Details on Impact factor of publications:

Range 1-2 Average 1.5 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	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects *(other than compulsory by the University)*	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.7 No. of books published i) With ISBN No. 01 Chapters in Edited Books -

ii) Without ISBN No. 3

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	-	02	-	-	03
Sponsoring agencies	-	UGC/Self Funded	-	-	Lead College

3.12 No. of faculty served as experts, chairpersons or resource persons 6

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 10

3.19 No. of Ph.D. awarded by faculty from the Institution 01

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 [52] State level [-]

National level [04] International level [-]

3.22 No. Of students participated in NCC events:

University level [-] State level [03]

National level International level [32] [-]

3.23 No. Of Awards won in NSS:

University level [01] 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 [10] NSS [10] 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 Youth Day
- Health Survey of Families C Ward, Kolhapur.
- Voters Rally
- National Yoga Day
- Anti-CorruptionRally
- Pulse Polio Programme
- Food Grain Donation to Leprosy Patients
- 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 14727.3½. Sq Mtr.	-	-	3515.6sq.mt 14727.3½. Sq Mtr.
Class rooms	21	-	-	21
Laboratories	-	-	-	-
Seminar Halls	02	-	-	02
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	-	01	College Fund	01
Value of the equipment purchased during the year (Rs. in Lakhs)	-	01	College Fund	01
Others	-	03	College & UGC Fund	03

4.2 Computerization of administration and library

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

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15346	577893	187	12780	15533	590673
Reference Books	27195	2840590	441	220308	27636	3060898
E-Books	N-List	5700*	N-List	5,700	N-List	5,700
Journals	55	67188	57	75074	57	75074
E-Journals	N-List	5700*	N-List	5,700	N-List	5,700
Digital Database	-	-	-	-	-	-
CD & Video	-	-		-	-	-
Others (specify)	7551	396408	--	--	7551	396408

* 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	Depart-ments	Others
Existing	105	03	Upto 10 MBPS 3 connections	03	-	18 PC	8 Pc 07 Laptops	01 Pc
Added	01	01	-	-	-	01	-	
Total	106	04	Upto 10 MBPS 3 connections	03	-	19	8 Pc 07 Laptops	01 Pc

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (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	0.83
ii) Campus Infrastructure and facilities	8.82
iii) Equipments	1.09
iv) Others	0.53
Total :	11.27

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Establishment of Language Lab.
- Competitive Exam Cell.
- Installed Vending Machine in the Ladies Room.
- Installed machine in the Ladies Room to Destroy Sanitary Napkins.

5.2 Efforts made by the institution for tracking the progression

- Timely feedback from student
- Proper Result Analysis & according to result proper steps are taken for improvement e.g. slow & advanced Learners- Lectures
- Felicitation of achievers in academics extracurricular sports activities

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2010	464	-	-

(b) No. of students outside the state --

(c) No. of international students --

No	%
954	38.56

Men

No	%
1520	61.44

Women

Last Year 2015-16						This Year 2016-17					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
1576	209	5	624	5	2414	1655	211	2	605	1	2474

Demand ratio:- 2:1 Dropout:- 0.50%

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 and
- Intimation of exams through notices & display of brochure, Leaflets etc.

No. of students beneficiaries 50

5.5 No. of students qualified in these examinations

NET - SET/SLET - GATE - CAT -

IAS/IPS etc - State PSC - UPSC - Others 05 (CA-CPT)

5.6 Details of student counselling and career guidance

- Regular counselling on personal as well as professional matters
- Career guidance lectures

No. of students benefitted | 100 |

5.7 Details of campus placement

On campus			**Off Campus**
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	70	10	10

5.8 Details of gender sensitization programmes

- Regular meetings with girls students
- Installation of sanitary pad Vending Machine.

5.9 Students Activities

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

State/ University level | 32 | National level | 08 | International level | 01 |

No. of students participated in cultural events

State/ University level | 40 | National level | 04 | International level | 01 |

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

Sports: State/ University level | 12 | National level | 05 | International level | - |

Cultural: State/ University level | 30 | National level | - | International level | - |

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	1376	4919470
Financial support from other sources	01	21000
Number of students who received International/ National recognitions	12	6000

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

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 globalisation'.

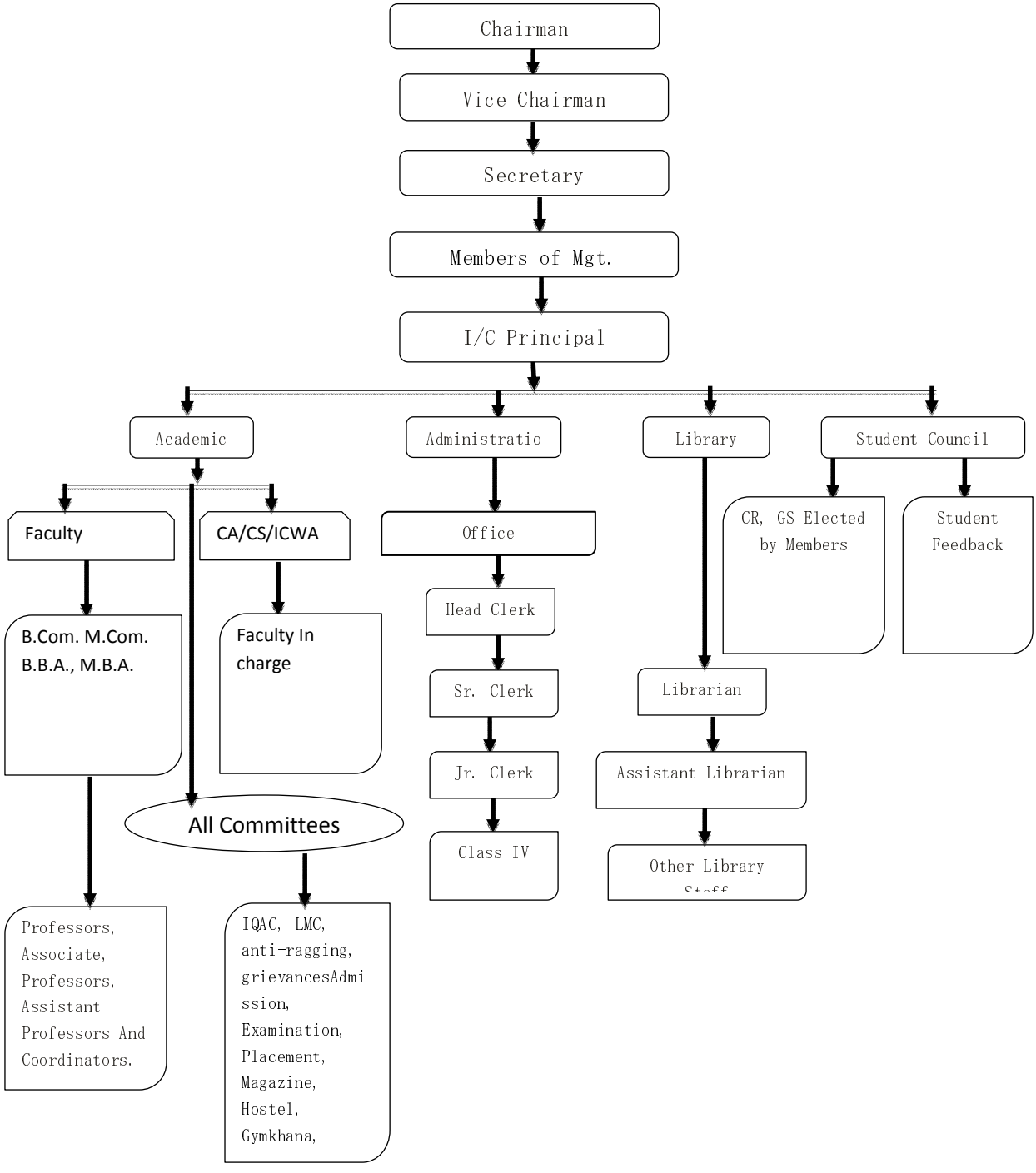
Our mission:

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?

Yes, the institution has a Management Information System. Following chart shows the relationship between managerial levels. Council of Education's

DeshbhaktaRatnappaKumbhar College Of Commerce, Kolhapur



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. One of our faculty is the member of BOS for commerce and management of Shivaji University.
- Faculty members also contribute as Chairpersons, Paper Setters, Co-Paper setters for university examination.
- CBCS pattern for M.B.A. Part I Semester I was implemented and our faculty contributed as members in syllabus committee.

6.3.2 Teaching and Learning

- Lecture methods and power point presentations are 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 from the students is 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.

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6.3.3 Examination and Evaluation

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: Midterm test, Class tests, Orals etc. are conducted as part of internal evaluation.

External Evaluation: All the faculty members assess the university papers at the CAP centres arranged by the university. They even work as senior supervisors, external senior supervisors etc. for university examination. Review of the results and the performance are also discussed in Local Management Committee.

6.3.4 Research and Development

- Two faculty members have completed their OrientationProgrammes and one faculty member has completed his 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.
- 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.
- Our faculty members are recognized guide for M.Phil. and Ph.D.
- Faculty members are motivated continuously 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 text books purchased: 187
- Number of reference books purchased: 382
- Other Books: 59 Journals: 57 News Papers: 2
- Expenses on Text Books: Rs.12,780
- Expenses on Reference Books: Rs.2,05,656
- Expenses on Journals: Rs. 75,074
- Expenses on Other Books: Rs.14,651
- 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 room is made available in the library for Faculty.

LIBRARY AUTOMATION:

- ICT and Barcode Technology Implemented.
- Total number of **Computers**: 10,**Printer**: 01,**Scanner**: 03.
- Cupboards: 100, Racks: 32, Chairs: 95, Benches: 06.
- 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 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 daily wages.

6.3.8 Industry Interaction/ Collaboration

- MOU has been signed with nine different local industries.
- Industrialists are invited to interact with students.
- The UG and PG students go for in-plant training every year.
- 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.

6.3.9Admission 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.

6.4 Welfare Schemes for

Teaching	➢ Group Insurance Scheme. ➢ PF, CPF, Medical Reimbursement. ➢ Payment of registration fees to attend Workshop, Seminars and Conferences. ➢ Gift Hampers for Diwali through Society.
Non-Teaching	➢ Provision of uniforms every year. ➢ Gift hampers during Diwali. ➢ Group Insurance Scheme.
Students	➢ Financial assistance by way of scholarships - Rs. 26,18,933 to 719 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. ➢ Payment of registration fees to attend inter-college competition. ➢ Financial Assistance to participate in Youth Festival. ➢ Total Medical Check-up of students every year. ➢ Financial Assistance to National/International Players in the form of scholarship. ➢ 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 **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

6.8Does 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

Meeting of Alumni Association is conducted once in 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 once in a year at college level.

6.13 Development programmes for support staff

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

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

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

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.

- Our college has organised one day national conference on Physical Education and Sports Sciences on 3rd March 2017.
- 'Kalamahotsav' programme was organised by the students of cultural department voluntarily.
- Process For agreement of disposal of E-wastage has been started.
- The college has installed Vending Machine in the ladies common room where the girls can get Sanitary Napkins

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

- Organised programmes on counselling, health and hygiene as well as environmental aspects in the form of lectures of eminent speakers.
- Provided special & remedial coaching as well as counselling to the needy student.
- Utilised the software developed by MKCL & Shivaji University for administrative work.
- Provided computer facility to students for filling of examination forms.
- Conducted workshop to guide the students appearing for MBA-CET Exam.

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

- Tally ERP-09 course for the students.
- Established separate cell for competitive exams.
- Special camp of NSS unit at Shivaji University, Kolhapur for 7th days.

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.
- LCD Monitors instead of CRT Monitors.
- Green campus development programme.
- Tree Plantation at College Campus, Hostel Campus & Police Vasahat.
- Implementation of Swachata Abhiyan on 19th Jan. 2017

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**
➢ Library of Infrastructure ➢ Well equipped Computer Lab & Language Lab ➢ CPT Coaching ➢ Coaching for National & International Sports.	➢ Canteen Facility ➢ Girls Hostel
Opportunities	**Challenges**
➢ New Self financing & Add On courses ➢ Research Centre ➢ Coaching for C.A., C. S. & C. W. A. Exams.	➢ Stand with global competition trough quality enhancement.

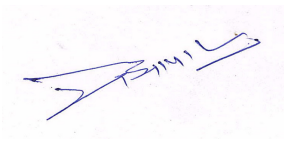
8. **Plans of institution for next year**

- To simplify the admission procedure
- To enhance research culture in the institute by organising the research seminars.

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: 2016-17

ANALYSIS OF ASSESSMENT OF THE TEACHER BY THE STUDENT

(n=320)

Sr. No.	Particulars	Excellent	Very Good	Good	Satisfactory	Unsatisfactory
1	**Subject knowledge**	27	25	36	18	Nil
2	**Language competency**	29	27	28	18	Nil
3	**Class control**	36	34	28	12	Nil
4	**Ability to explain**	41	16	19	24	Nil
5	**Availability**	25	15	25	35	Nil
6	**Career guidance**	20	25	45	20	Nil
7	**Encouragement for extracurricular Activities**	25	25	30	20	Nil
8	**Punctuality in lecture**	70	20	10	10	Nil
9	**Preparing students for exams.**	80	10	05	05	Nil
10	**Efforts to bring discipline among the students**	35	35	15	15	Nil
11	**General remarks.**	45	10	25	20	Nil

Figures indicate percentage of responses

Analysis:

The analysis of assessment of teachers by the students shows that, no student is unsatisfied with any of the 11 variables used for the assessment of the teacher's performance. It is observed that, more than 80% teachers are excellent in preparing students for exams while more than and 0% are excellent in punctuality in lectures.

D. R. K. College of Commerce, Kolhapur
Academic Calendar Year 2016 -2017
15th June to 28th April 2017

Sr. No.	Month	Week I	Week II	Week III	Week IV
1	**June 2016**	MBA Shikshan Shulka Samiti online Confirmation and Submission MBA Admission 2016 -2017 document verification at ARC Centres MBA CAP Round 2016-2017 starts	MBA CAP ROUND I AMMI MBA admission process-sale of application forms	Beginning of Term College begins Meeting of Admission process Commencement of C.A. /C.P.T. Classes Celebration of International Yoga Day MBA CAP ROUND II MBA CAP ROUND III	Admission Process for B.Com. Preparation of Time Table AMMI MBA admission process-sale of application forms Time table preparation for MBA
2	**July 2016**	Beginning of Lectures of B.Com. part I,II,III classes BBAIII Classes Time Table Preparation Time table preparation for MBA II AMMI MBA admission process-Counselling to Students	11th Population Day P.G.-M.Com. Admission Process Preparation of different Committees Online confirmation of MBA I year students MBA II Admissions process	Online Confirmation of MBA I year students MBA II Admissions process NAAC committee meetings	Commencement of M.Com. II Classes 28th July commencement of MBA II Classes 29th July commencement of MBA I Classes As per DTE direction

3.	**August 2016**	Shivaji University Examination Forms MBA II year Shivaji University Examination Forms MBA I year Campus Placement Activity B.Com.	Industrial Visit for MBA I and II Career Guidance Programme B.Com. part III Industry-Student Interaction Industrial Visit preparation for MBA II and MBA I	Attendance Meeting Felicitation and Induction Programme of MBA I year students LIC –Affiliation and continuation for the year 2017-2018	LIC –Affiliation and continuation for the year Establishment of Career Counselling Cell
4	**September 2016**	5th Teachers day District Youth Festival Campus Placement Activity B.Com. Lead College activity preparation Industrial Visit preparation for MBA I Teachers Day Celebration Fresher's Week starts	15th Sep. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Jyanti Guest Lecture by ICWA Support centre MBA Placement Broacher work starts MBA Fresher's party MBA -A talk with Entrepreneur activity Central Youth festival Tally Programme	Industrial Visit by department of accountancy Environmental awareness programme by NSS Visit to MIDC Shiroli for MBA II Unit Tests for academic performance for MBA I and MBA II MBA II Ethics activity	NSS Day Tree Plantation Programme Study tour Tourism Day Career oriented Programmes MBA Marketing-New product development and launching activity MBA Mock Interview Session
5	**October 2016**	2nd October Mahatma Gandhi Jayanti Visit to MIDC Shiroli for MBA I	Lead College activity Workshop by department of Economic MBA Campus activity Soft Skill and Training	Interview Session Unit Tests for academic performance for MBA I and MBA II MBA Industry –	Submission of B.Com Part III home assignments Ad-mad show for MBA I and MBA II Mock Interview

		MBA Campus activity MBA Lead College activity Workshop	Programme Student Feedback forms Submission of Home Assignments	Student interaction	Session MBA Sports Day
6.	**November 2016**	Dipawali vacation Mid-Term Examination	Shivaji University Semester exam and Dipawali vacation Internal Marks preparation and Submission for MBA I 14th Dec. Dr. Babasaheb Ambedkar Jayanti	Shivaji University Examination Internal Marks preparation and Submission for MBA II	Shivaji University exam Unit Tests for academic performance for MBA I
7	**December 2016**	11th Worlds aids day Beginning of second term Lead college activity	Entrepreneurial week for B.Com II and BBA Industry –Student interaction for MBA	MBA Shivaji University exam	23rd Dec. Deshbhakt Padmashri Dr. Ratnappa Kumbhar Death anniversary Anti tobacco day Campus activity and Career oriented programme
8	**January 2017**	Commencement of MBA II Classes Commencement of MBA I Classes	NSS Camp Lead college activity 12th Swami Vivekananda Jyanti	Lead college activity Industrial visit BBA MBA Guest Lecture	26th Republic Day MBA Career oriented Programmes

			14th Traditional day	MBA Campus Activity MBA Lead College Activity Workshop	Industry – Student interaction for MBA
9	**February 2017**	Environment Projects Sports Day Home assignments	MBA Sports Day Submission of Environmental Projects Visit to MIDC Shiroli	Campus activity Physical examination of B.Com.I II III Student – Industry interaction	Annual Prize distribution function MBA MIDC Visit
10	**March 2017**	Internal Submission International Women's Day MBA Marketing activity	Unit Tests for academic performance for MBA I and MBA II Interview Session	Visit to MIDC Shiroli for MBA I and MBA II MBA intra college competition	MBA Project Submission Shivaji University Semester Exam
11	**April 2017**	University Examination	University examination	University exam	University exam 28th Term end meeting