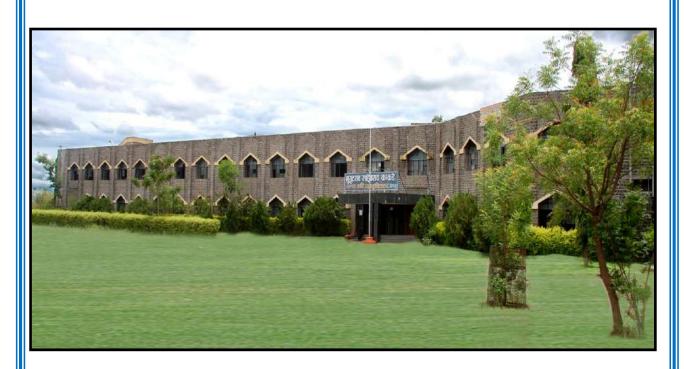# M. S. KAKADE COLLEGE, SOMESHWARNAGAR
TAL: BARAMATI, DIST: PUNE 412306. (MAHARASHTRA)

ANNUAL QUALITY ASSURANCE REPORT
(A Q A R)
of
INTERNAL QUALITY ASSURANCE CELL

2017-18

TELEFAX: 02112 – 283017, 02112 – 282126

CONTENTS

THE MISSION

1. To impart Quality Education and Endeavour with emphasis on values in life for character building.

2. To cultivate and build an ideal citizen in a Global Village.

3. To build an institution that is resilient, flexible and productive as to provide career, growth and self-fulfilment.

4. To be responsible to the social environment and bridge the digital divide.

5 To implement such means as to emancipate the inhabitants of rural area from totalitarian attitude to life.

Vision

❖ To provide various course options in the Arts, Commerce and Science Faculties for obtaining a Certificate / Diploma / Degree.

❖ To impart instruction for various course options provided to the students at different levels from Higher Secondary to the Post Graduate classes.

❖ To provide excellent support services like sports and recreational facilities to the students.

❖ To provide excellent educational services like excellent teaching and learning environment inclusive of adequate and competent teaching staff and excellent library facility.

2. Introduction

Mugutrao Sahebrao Kakade college Someshwarnagar, Dist. Pune, Maharashtra was established in June 1972 by late Shri. Mugutrao Sahebrao Kakade who was one of the pioneers of Co-operative sugar industry Movement in Maharashtra. The College is situated in a rural area and provides higher education to youth who belong to the farming community, socially backward communities and labourer's families. It is a grant-in-aid co-education institution permanently affiliated to Savitribai Phule Pune University. The institution has received UGC recognition under section 2 (f) and 12 B. Our institution imparts education in three Faculties: Faculty of Arts (with departments of Marathi, Hindi, English, History, Political Science, Economics, Defence and Strategic Studies and Geography), Faculty of Commerce (with departments of Marketing, Banking and Finance, Advanced Accountancy, Business Regulatory Framework, Business Entrepreneurship and Business Communication and Co-operation) and Faculty of Science (With departments of Chemistry, Physics, Botany, Microbiology, Mathematics and Statistics). In addition, the College offers four Postgraduate Courses in Marathi, Hindi, History and Commerce. The College has been reaccreditated with 'B ++' Grade from NAAC in the year October 2017. The institution has functioning IQAC and it consistently endeavours for the quality improvement with the assistance of Teaching and Non-Teaching Staff, Students and Stakeholders. We are happy to submit the AQAR for the year 2017-18 for your kind consideration.

Prof. Dr. S. P. Jadhav
Co-ordinator, IQAC

Principal, Dr. Somprasad Kenjale
Chairperson, IQAC

IQAC

IQAC: Internal Quality Assurance Cell

The Internal Quality Assurance Cell has been constituted as per the revised guidelines by the NAAC. The composition of IQAC is as follows:

Sr. No.	Name	Designation
1.	Principal Dr. S. R. Kenjale	Chairman
2.	Prof. Dr. J. J. Kadam	Teachers' Representative
3.	Prof. Dr. D. B. Waydande	
4.	Prof. N. C. Adhav	
5.	Prof. Dr. S. T. Ghadage	
6.	Prof. N. M. Rajurwar	
7.	Prof. S. B. Kamble	
8.	Prof. J. A. Ghorpade	Management Representatives
9.	Shri. A. W. Gosavi	
10.	Prof. R. S. More	Administrative Officer
11.	Prin. Dr. Arun Mokashi	Nominee of the Local Society
12.	Miss. Abhilasha Chavan	Students Representative
13.	Shri. J. E. Pawar	Alumni Representative
14.	Shri. R. N. Shinde	Industrialists' Representative
15.	Prof. M. C. Paithankar	Stakeholders' Representative
16.	Prof. Dr. S. P. Jadhav	Co-ordinator

The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

1. Details of the Institution

1.1 Name of the Institution

> M. S. Kakade College, Someshwarnagar

1.2 Address Line 1

> A/P- Someshwarnagar

Address Line 2

> Tal- Baramati, Dist- Pune

City/Town

> Someshwarnagar

State

> Maharashtra

Pin Code

> 412 306

Institution e-mail address

> principalmsk@gmail.com

Contact Nos.

> 02112-283017, 02112-282126

Name of the Head of the Institution:

> Dr. Somprasad Rajaram Kenjale

Tel. No. with STD Code:

> 02112-283017

Mobile:

> 9423525140,   7507154712

Name of the IQAC Co-ordinator:

Prof. Dr. S. P. Jadhav

Mobile:

7887971444

IQAC e-mail address:

principalmsk@gmail.com

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

MHCOGN 10828

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)

EC(SC)/28/A&A/96.3   30.10.2017

1.5 Website address:

www.mskcollege.org

Web-link of the AQAR:

http://mskcollege.org/pdf/AQAR-2017-18.pdf

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B	72.80 (score)	Feb. 2004	Feb. 2009
2	2nd Cycle	B	2.55	Mar. 2012	Mar. 2017
3	3rd Cycle	B ++	2.80	Oct. 2017	Oct. 2022
4	4th Cycle	-	-	-	-

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

30.11.2004

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 2010-11submitted to NAAC on 12-10-2011)*

i.	AQAR 2012-13	08.08.2013
ii.	AQAR 2013-14	09.08.2014
iii.	AQAR 2014-15	01.08.2015
iv.	AQAR 2015-16	05.08.2016
v.	AQAR 2016-17	24.03.2017
vi.	AQAR 2017-18	11.12.2018

1.10 Institutional Status

University   State ✔ Central ☐ Deemed ☐ Private ☐

Affiliated College   Yes ✔   No ☐

Constituent College   ☐ Yes   ✔ No

Autonomous college of UGC   Yes ☐   No ✔

Regulatory Agency approved Institution   Yes ☐   No ✔

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

Type of Institution   Co-education ✔   Men ☐   Women ☐

Urban ☐   Rural ✔   Tribal ☐

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)*

Savitribai Phule Pune University (Formerly Pune University)

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 | **8** |

2.2 No. of Administrative/Technical staff | **1** |

2.3 No. of students | **1** |

2.4 No. of Management representatives | **2** |

2.5 No. of Alumni | **1** |

2. 6 No. of any other stakeholder and

Community representatives | **2** |

2.7 No. of Employers/ Industrialists | **1** |

2.8 No. of other External Experts   [-]

2.9 Total No. of members   [**16**]

2.10 No. of IQAC meetings held   **4**

2.11 No. of meetings with various stakeholders: No. [**3**]   Faculty [**4**]

Non-Teaching Staff Students [**2**]   Alumni [**2**]   Others [**0**]

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: **1**

Total Nos. **1**   International [**-**]   National [**1**]   State [**-**]   Institution Level [**-**]

2.14 Significant Activities and Contributions made by IQAC

Significant Activities and Contributions made by IQAC (A.Y. 2017-18):

- Organization of the activities like placements cell, soft skill development programmes.
- Construction of Rain Water Harvesting Project and Biodiversity Project.
- Installation Sanitary Napkin Vending Machine and Destroyer for girl students.
- Encouraged students, staff and all the stakeholders of the institution to observe 'No Vehicle Day' on every Saturday.
- Construction of internal road in the college campus.
- Renovation work of college building and ground repairing and levelling.
- Motivated to Alumni to donate the fund for Construction of 2 bus stops for college. Students in front of the main gate.
- Distribution of the responsibility of NAAC Peer Team (3rd Cycle) suggestions among teachers to make compliance in the next 5 years.
- Formation of various college functioning committees (A.Y. 2017-2018) for academic, administrative and infrastructural development of the institution.

- Submitted proposal to RUSA for receiving grants for Institutional Development in April 2018.

- Motivated to faculty members to submit their proposals for organising Teachers Training Workshops to SPPU in April 2018.

- Composition of IQAC committee onwards 2017-18 for enhancement of the quality in all the sections of the institution.

- Encouragement to the faculty members to participate in various governing bodies of the university (BOS, Senate Member and Academic Council).

- IQAC organized orientation workshops for the students and teachers to face the NAAC Peer Team Visit on 6th and 7th Oct 2017.

- Organization of Annual Social Gathering in December 2017 in the college.

- Undertaken Academic Audits of the departments regularly insisting on the implementation of the innovative methods in teaching –learning activities.

- The systematic implementation of monthly teaching plans, student assignments, tests, classroom seminars, group discussions, paper presentations etc help to review the teaching –learning process.

- Overall monitoring of the institutional academic and infrastructural development.

- Encouraged to conduct remedial course and special guidance scheme for weaker students in subject departments.

- Motivation to faculty to undertake major/minor research projects, Registration for Ph.D., attending seminars, conferences and workshops.

- Submitted proposal of Best College Award 2017-18 to Savitribai Phule Pune University, Pune.

2.15 Plan of Action by IQAC/Outcome

The Plan of Action checked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year 2017-18:

Plan of Action	Outcomes
1.To sanction estimated expenditure to purchase the books, Laboratory equipments, furniture and other material for Science faculty	Purchased Books and Laboratory equipments, furniture for Science faculty
2.To complete the construction work of new building for Science Faculty	Completed the Construction work of new building.

3. Construction of Rain Water Harvesting Project and Biodiversity Project	Completed both project works.
4.To renovate the Sports Grounds and internal road in the college campus.	Completed renovation and repairing work of Sport Ground and internal road.
5. Installation Sanitary Napkin Vending Machine and Destroyer for girl students.	Installed in Ladies Common Room.
6. Motivated to Alumni to donate the fund for Construction of 2 bus stops for college. Students in front of the main gate.	Completed construction work of bus stops.
7. To participate in various governing bodies of the university (BOS, Senate Member and Academic Council).	Principal of the college nominated as a Member of Academic Council of SPPU by Vice-Chancellor and one faculty member elected as Senate Member.
8. Conduction of regular co-curricular, extra-curricular and extension activities throughout the year in the college.	Regular activates conducted.
9. To complete the accreditation process of the institution for 3rd Cycle.	Completed the accreditation process of the institution in October 2017 and achieved B++ grade.
10. Sanction to recruit the temporary faculty for self finance courses	Recruited required temporary staff for self finance courses

(Attached Academic Calender2017-18 as Annexure I)

2.16 Whether the AQAR was placed in statutory body   Yes   ✔   No   ☐

Management   ✔   Syndicate   ☐   Any other body   ☐

Provide the details of the action taken

1. The AQAR for academic year 2017-18 was prepared and put before Management, IQAC committee and other stakeholders of the institution. Then Management and Principal of the college advised the IQAC to submit the AQAR (2017-18) in time to NAAC, Bangalore.

Criterion – I Curricular Aspects:

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	2	-	2	-
UG	3	-	1	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	-	-	-	-
Certificate	-	1	-	-
Others	-	-	-	-
Total	5	1	3	-

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	2 (U.G.) 2 (P.G.)
Trimester	-
Annual	2 (U.G.)

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

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

(Analysis of the Feedback attached in the Annexure II)

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

      Nil.

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

Criterion – II Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors/Principal	Others
20	14	05	01	-

2.2 No. of permanent faculty with Ph.D. | 09 |

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

	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	00	05	00	00	00	00	00	00	00	05

2.4 No. of Guest and Visiting faculty and Temporary faculty | - | | 03 | | 28 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level	TOTAL
Attended	02	12	10	24
Presented papers	02	07	05	14
Resource Persons	00	00	01	01

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

The best practices followed by the institute are enlisted below:

1. Use of Digital Language Laboratory for imparting Communication Skills, Presentation Skills and Interview Skills.
2. Preparation of Teaching Plans by each Department.
3. The institution obtains the students feedback on curriculum, teachers and institution every year and the suggestions made by the students have been taken care of by the institution.
4. Use of Audio-Visual Aids such as LCD Projector, Over Head Projector, Charts, Diagrams, Maps, CDs, DVDs, TV sets, Computers etc.
5. The innovative methods of teaching have been adopted by the teachers. The Quiz Competition, Home assignment, Group discussion, Question-answer session, Oral

Presentation, Seminars, Poster Preparation, Elocution Competitions, Essay Writing, Paper Reading, Class Contests are conducted to assist the classroom teaching.

6. Organisation of Academic visits by all departments.

7. Motivation for conducting Minor Research Projects at the undergraduate level for the students.

8. Encouragement to the students for Academic Participation in Seminars, Workshops, Conferences etc.

9. In order to improve the Written Communication, the students prepare and make their presentation in the respective departments on the following:

   - Reviews of a film / T.V. serial / Event
   - Writing Reports
   - Writing a News Script
   - Writing an Advertisements
   - Technical Writing: e-mail.
   - Business Reports.
   - Successful stories of Entrepreneurs.
   - Publication of Student's Articles in the College Annual Magazine 'Mukut'.

10. Implementation of 'Special Guidance Scheme' for the students in the entry year. The guidance has been provided for the subjects: English, Economics and Accountancy.

Details of 'Special Guidance Scheme' for F.Y.B.A./B.Com. Students

Sr. No.	Subjects	Dates	No. of Students	Name of the Teacher
1	English	6th Aug 2017 To 28th Feb 2018	58	Prof. Kale G.S.
2	Accountancy		57	Prof.P.T.Jadhav
3	Economics		46	Dr. Salve J. M.

2.7 Total No. of actual teaching days

during this academic year

$$\boxed{201}$$

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

- **Examination Reforms initiated by the Institution:**

1. Supplementary Term End Examination
   • The College conducts the Supplementary Term-End Examination for the unsuccessful Student in their regular Term End Examination
   • The provision has been made to conduct Special Examination for the N.S.S., N.C.C. and Sports Students who participate in State and National level events.

- **Evaluation Reforms initiated by the Institution:**

1. Barcoding: - Barcode system has been initiated as per the instruction of S.P Pune University from 2013-14. It helps to maintain accountability and secrecy of the answer book as well as it minimize the attendance related work at examination centre.

2. Photocopy: - The College has made the provision of giving photocopy of the answer book on the demand of the students as per S.P Pune University Circular Exam Verification and Revaluation 2014/33 dated 21.01.2014.

3. Open Book Examination: - Open Book Examination is conducted as a part of internal examination for PG Courses run by the college.

4. The provision has been made by S.P Pune University in the guideline for conducting the internal examination.

5. Central Assessment Programme (CAP) of the S.P University is followed by institution.

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

-	-	-

2.10 Average percentage of attendance of students

78%

2.11 Course/Programme wise distribution of pass percentage:

Results 2017-18

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	140	04	20	25	04	37.85
B.Com.	64	02	09	15	07	51.56
B.Sc.	77	05	18	04	00	35.06
B.B.A.(C.A.)	07	01	01	01	00	42.85
M.A.	28	13	04	04	00	75.00
M.Com.	38	08	23	01	00	84.21

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

The IQAC has been playing an important role in enriching the teaching and learning process.

- IQAC prepares the format of Teaching Plan and the Academic Calendar in order to monitor and evaluate the teaching learning process.

- IQAC suggest the head of department to organize student's classroom seminars in each academic year.

- IQAC encourages the faculty to use innovative methods of teaching and learning.

- IQAC provides encouragement for organizing the seminars, conferences and workshops for teachers and students.

- IQAC support for organization of 'Special Guidance Scheme' in the subjects like English, Economics and Accountancy for socially and economically weaker section students.

- IQAC encouraged faculty to undertake the Minor and Major Research Projects and attend Seminars, Conferences and Workshops in and outside the institution.

- The IQAC has taken an initiative for organizing more activities related to Carrier Development and Personality Development Programmes.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	-
UGC – Faculty Improvement Programme	O2
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
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	20	10	-	-
Technical Staff	-	-	-	-

Criterion – III Research Consultancy and Extension

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

The followings initiatives are taken by IQAC to promote the Research Climate of the students in the institution:

- Students are encouraged to present research papers at various conferences.
- Eminent researchers are regularly invited in the college to deliver lectures and interact with students.
- Students are encouraged to follow all the necessary steps in project writing and are guided for preparing for the viva conducted in the final University examination.
- Research journals and internet facility are made available to students.
- **Avishkar Research Competitions**: Over years, there has been active participation of students in the university research festival-Avishkar.
- The research projects undertaken as a part of curriculum gives hands on experience to students on 'how to do research'.

The Composition of Research Committee is as follows:

Sr. No.	Name	Designation	
1	Prin. Dr. S.R. Kenjale	Principal	Chairman
2	Prof. Tate-Deshmukh P. Y.	Assistant Professor	Co-ordinator
3	Dr. Kadam J. J.	Associate Professor	Member
4	Prof.Chaudhari J. L.	Associate Professor	Member
5	Dr. Waydande D. B.	Associate Professor	Member

The followings initiatives are taken by IQAC to promote the Research Climate of the teachers in the institution:

The IQAC and Research Committee jointly organize the following activities for the enhancement of research in college:

- Identify potential researchers who are eligible for undertaking research.
- Conduct orientation sessions for potential researcher to disseminate research related information like funding agencies, preparation of research proposals, submission of reports and audited statements of expenditure, publications, databases and impact factor.
- Encouragement to participate and submit the research projects by the faculty.
- Encouragement to undertake major and minor research projects.
- The preparation and submissions of proposals for National, State and University level conferences is mediated by the Research Committee.
- Efforts to increase in Research paper presentation and publication in National and International journals.

- Provision of seed money (Rs. 5000/-) for budding researchers in the college.

3.2   Details regarding major projects- NIL

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

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Proposal Submitted
Number	01	02	03	01
Outlay in Rs. Lakhs	1,10,000/-	215,000/-	--	--

3.4   Details on research publications: 26

	International	National	Others
Peer Review Journals	19	--	--
Non-Peer Review Journals	--	--	02
e-Journals	--	--	----
Conference proceedings	03	02	--

3.5 Details on Impact factor of publications:

Range [--]   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	2017-18	UGC & BCUD SPU Pune	325000/-	245000/-
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects *(other than compulsory by the University)*	2017-18	BCUD SPU Pune	10,000/-	10,000/-
Any other(Specify)Travel Grant for Research Paper	2017-18	UGC	135554/-	135554/-
Total			470554/-	390554/-

3.7 No. of books published - **08**   i) With ISBN No [06]   Edited Books [02]

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 –

The institution offers consultancy services free of cost. Hence no revenue has been generated through consultancy services.

Following Broad Areas and Major consultancy Services Provided:

- Finance of Credit Co-operative Societies.
- For Schools and colleges in neighbouring areas in Academic and Administrative matters.
- Small scale Industries nearby the institution.
- Social/Cultural/Sports Event Management.

3.11 No. of conference 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 03

3.13 No. of collaborations International 01 National 06 Any other 03

3.14 No. of linkages created during this year 07

3.15 Total budget for research for current year in lakhs :

From funding agency -- From Management of University/College 5,00,000/-

Total 5,00,000/-

3.16 No. of patents received this year: Nil

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
03	02	--	01	--	--	--

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

| 02 |

and students registered under them

| 13 |

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 | | State level | -- |

National level | 03 | International level | -- |

3.22 No. of students participated in NCC events:

University level | 37 | State level | 03 |

National level | -- | International level | -- |

3.23 No. of Awards won in NSS:

University level | -- | State level | - |

National level | - | International level | - |

3.24 No. of Awards won in NCC:

University level | 01 | State level | -- |

National level | -- | International level | -- |

3.25 No. of Extension activities organized

| -- | | 03 |

University forum   College forum

NCC | 05 | NSS | -- | Any other | -- |

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

Extension activities and Institutional Social Responsibility:

National Service Scheme (NSS)

Academic Year 2017-18

Sr. No.	Activities	Date
1	Tree Plantation Programme "VAN MAHOTSAV"	1 to 7 July 2017
2	Yoga Day	21 June 2017
3	Road Sefty Programme	27 Nov 2017
4	Blood Donation Camp(56 Bottle)	16 Sept..2017
5	Swachha Bharat Swastha Bharat Abhiyan	01 to 15 Aug 2017
6	World Youth Day	12 Aug 2017
7	Hand Wash Awareness Rally	15 Sep to 02 Oct.2017
8	Voting Awareness Rally and Street Play	28 Sept. 2017
9	College Cleanness Programme	09 Jan. 2018
10	College Cleanness Programme	Weakly Programme

Criterion – IV Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	15 acre	-	-	15 acre
Class rooms	21	03	Self finance	24
Laboratories	4	-	-	4
Seminar Halls	1	-	-	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	5	16	Self finance	21
Value of the equipment purchased during the year (Rs. in Lakhs)	268090/-	632289/-	Self finance	900379/-
Others	-	-	-	-

4.2 Computerization of administration and library

> Office: "VRIDDHI" Software is used for all administrative work.
> Library: The Library is automated with local "VRIDDHI" software with barcode technology. Following processes are completed using software:
> Accessioning, Cataloguing, Acquisition, Issue-Return, Periodical Record, Bar code Printing, and OPAC.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	39167	3574455.70	658	124768.00	39825	3699223.70
e-Books	3135000 (N-LIST)	5750.00	3135000 (N-LIST)	5900.00	3135000 (N-LIST)	5900.00
Journals	42	31450.00	44	41513.00	44	41513.00
e-Journals	6000+ (N-LIST)	5750.00	6000+ (N-LIST)	5000.00	6000+ (N-LIST)	5000.00
Digital Database	-	-	-	-	-	-
CD & Video	111	40000.00	-	-	111	40000.00
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	57	01	BSNL Broadband (1 mbps), Airtel Wi-Fi (4 mbps) RailTel (4 mbps)	02	01	07	10	04
Added	25	-	-	01	01	-	-	-
Total	82	01	-	03	02	07	10	04

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

- Training Programme for Teachers for Accessing NLIST Database and OPAC search techniques.

- Free Internet access (wi-fi) to teachers and students.

- Provision of computer set for all the subject departments.

4.6 Amount spent on maintenance in lakhs :

  i) ICT   70,440/-

  ii) Campus Infrastructure and facilities   2,06,3776/

  iii) Equipments   2,26,661/-

  iv) Others   42,35,688/

Total :   65,96,565/

Criterion – V Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Monitor the transparency in admission procedure by providing admissions to the students from different strata of the society by observing the rules of University and Government of Maharashtra.
- Insistence of providing Government / University / College Scholarship to the students
- Encouragement for providing sports participation at different levels and provide update sport facilities.

Expenditure of Facilities provided to the Students
2017-18

Sr. No.	Year	T.A/ D.A	Sports Material	Sports Hosiery	Annual Prize Distribution	Total Amount
1	2017-18	65,354/-	93,821/-	59,391/-	12,290/-	2,30,856/-

Students Participation in various Events
2017-18

Sr. No.	Events/ Games	Inter Collegiate		Inter Zonal	Inter University	State	National
		Men	Women				
1	Cross-Country	09	-	-	-	-	-
2	Kho-Kho	12	-	-	-	-	-
3	Kabaddi	12	12	-	-	-	-
4	Boxing	12	-	-	-	-	-
5	Wrestling	10	06	04	01	02	01
6	Handball	16	12	03	-	01	-
7	Athletics	10	02	01	-	-	-
8	Ball badminton	10	-	02	-	-	-
9	Judo	-	-	-	-	-	-
10	Volley Ball	12	12	01			

- Monitor the effective functioning of the activities of the Placement Cell and Career Guidance.

Details of the Campus Placement 2017-18

Sr. No.	Name of Companies Visited.	No. of Students Participated	No. of Students Placed	Date
1	Infosys BPO Pvt. Ltd	40	0	11/12/2017

- Organization of expert lectures of the resource persons from government, semi government and education fields.

<p style="text-align:center;">Expert Lectures Arranged (2017 – 2018)</p>

Name of Resource Person	Topic	Date	No. of Student Participants
Prof. J. E. Pawar	How to prepare for Competitive Examination	10/02/2018	80

5.2 Efforts made by the institution for tracking the progression

- Provision of the post graduate courses: like M.A., Marathi, Hindi, History and M.Com.
- Provision of Career Coaching and Guidance and Placement and for the preparation of Competitive Examinations.
- Encouragement for self employment Entrepreneurship by arranging the lectures of experts in various fields.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1407	160	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
917	58.51

Women

No	%
650	41.80

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
705	195	07	573	-	1480	578	193	05	791	-	1567

Demand ratio   Dropout 4%

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

Career Guidance and Placement Cell (2017-18)

01] Principal Dr. S. R. Kenjale ---- Chairman

02] Prof. N. M. Rajurwar   ----   Coordinator

03] Prof. N. C. Adhav   ----   Member

04] Prof. D. R. Dubal   ----   Member

Objectives:

- To provide placement to the students in the local firms, central and state government and in public and private sector undertakings.
- To provide personal counselling for the career development.
- To provide print and non print material for the preparation of various entrance examinations and subscribe the magazines and news papers.
- To offer guidance for the personality development and the enrichment of the communication skills.
- To motivate and guide the students to seek the self employment.

No. of students beneficiaries | 40 |

5.5 No. of students qualified in these examinations

NET | 02 | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | 10 |

5.6 Details of student counselling and career guidance

Details of the Coaching for Competitive Exams

Competitive Examinations	2017-18
U.P.S.C Pre-Exam	10
M.P.S.C Pre- Exam	40
P.S.I Pre- Exam	40
S.T.I Pre- Exam	40
Asst Pre- Exam	40
LIC, Bank P.O, Police Recruitment	30

No. of students benefitted | 200 |

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
01	70	-	10

Details of Campus Placement 2017 – 18

Sr. No.	Name of the Companies Visited	No. of Student Participants	No. of Students Placed	Date
1)	Infosys BPO Pvt. Ltd	40	0	11/12/2017

5.8 Details of gender sensitization programmes

The details of Gender Sensitization Workshops (2017 – 18)

Year	Name of Resource Person	Topic	No. of Student Participants
2017-18	Mrs. Rajashri Agam	Communication Skill and Personality Development	102
2017-18	Dr. Manisha Taware	Personality Development through Environment	102
2017-18	Dr. Pravin Tate-Deshmukh	Personality Development : Reality and Expectation	102

5.9 Students Activities

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

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

   No. of students participated in cultural events

   State/ University level | 45 | National level | 02 | International level | - |

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

   Sports : State/ University level | 01 | National level | 01 | International level | - |

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

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	14	38,900/-
Financial support from government	Pending	Pending
Financial support from other sources	23	128000/-
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 | 05 |

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

Vision of the Institution

The institution aims at imparting education that is man making, character building and creating an ideal citizen in the global perspective.

Forty years ago the west Region of Baramati Tahasil of Pune District in Maharashtra was an arid, abstract and economically and educationally backward region but some of the visionaries of this region joined hands and hearts together with the idea of 'progress through co-operation and education.' Late Shri Mugutrao Sahebrao Kakade the Founder President of our college was one of the pioneers of co-operative sugar industry movement in Maharashtra. He established Someshwar Sugar factory. The cultivation of sugarcane brought financial prosperity to ordinary farmers. Being a visionary he realized the need of cultivating young minds, to balance the material progress of the farming community. As a result the institution M. S. Kakade College was established at Someshwarnagar in 1972.

The vision of the 'progress along with the cultured minds' was the major concept behind the establishment of the educational enterprise. In order to cultivate the young minds and provide higher education to the poor farming masses, this institution began its mission. The institution is surrounded mainly by the agricultural and socio economically backward community. The idea of welfare of entire community in the area was an integral dream of the founders of the college.

The easy access to the higher education was provided for all the communities residing around the place. The institution provides admissions to all the students from socially and economically backward classes. It was decided that the admissions should be open to all the students who qualify the previous qualifying examination with minimum passing marks and who aspire for higher education. The adverse economic condition of the student should not hinder the educational opportunity; hence, the management of the college has been generous in providing the financial assistance and concessions in the fees to the needy students.

The institution tries to perform a key role in human resource development. It makes sincere efforts to foster the global competency among the students. It endeavours to inculcate a value system among the students in relation to the social, cultural, economic and environmental realities. The institution has decided to promote the use of update and upgrade technology in the

teaching and governance of the college. The institution dreams of the educational campus where everyone is prepared to make use of Information, Communication and Technology. This vision has been reflected in the implementation and execution of Information Communication Technology based degree courses. In all its quality effort in higher education the institution has built up a mechanism to monitor the performance of the institution by seeking feedback from the students, teaching, non-teaching staff, prominent alumni and stake holders.

Mission

*To impart quality education and Endeavour with emphasis on values for character building.

*To cultivate and build citizenship of a global village.

*To have an institution that is resilient, flexible and productive to provide career opportunities and contentment.

*To be responsive to the social environment and bridge the digital divide.

*To implement such means as to emancipate the dwellers of rural area free from feudalistic attitude to life.

*To initiate young people for international brotherhood.

Mission Statement

"To Create a Youth of National Character"

6.2 Does the Institution has a Management Information System

Yes

We have installed the Pune University approved 'Vriddhi' Software for the management information system. The details regarding the system as follows:

1. Students Admission Process
2. Finance System
3. Examination Process
4. Library Information System

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

6.3.1 Curriculum Development

The curriculum for UG & PG courses is assigned by the Savitribai Phule Pune University. Many of our faculty members had played a significant role in 2017-18 designing to a curriculum in the capacity as the Members of Boards of Studies, as Members of University appointed

Syllabus Restructuring committee and as teacher participated in the Syllabus Restructuring Workshops. The details of faculty representation in curriculum development as follows:

6.3.2 Teaching and Learning

The college is affiliated to the Savitribai Phule Pune University. The University has assigned the teaching learning and evaluation schedule. The college follows the notification framed by the University before the commencement of new academic year. At the beginning of academic year, the college prepares an academic calendar which includes the information regarding the teaching time table and tentative examination schedule, comprising tutorials, assignments and internal assessment. It informs about the provision of special examination for students who missed the schedule due to inter-college NSS and sports activities.

Academic Calendar 2017-18

Term I: 15.06.2017 Thursday to 18.10.2017 Wednesday

Sr. No.	Date/Period	Name of the Activity
1	15.06.2017	• Admission Process Review
		• First Term Meeting of the Staff
		• Declaration of Functioning Committees
2	16.06.2017 to 30.06.2017	• Admission Process
		• Academic Counselling, Time Table Preparation
		• Review of University Examination Results
3	20.06. 2016	• College Foundation Day
		• Alumni Meet
4	03.07.2017	• Regular Classroom Teaching
5	03.07.2017 to 15.07.2017	• Meetings of Co-ordinators of various Functioning Committees to discuss the proposed annual activities to be conducted in the Academic Year-2017-18
		• Review of the preparation of NAAC Reaccreditation Process for proposed 3rd Cycle
		• Joint Meeting of Teaching/Non-teaching and the Top Management to plan various Co-curricular and Extra- Curricular activities
		• Meetings of Heads of the Department to discuss academic and co-curricular activities.
6	11.07.2017 to 20.07.2017	• Preparation of proposed NAAC Peer Team Visit in month of Septeber
		• Orientation Programme for preparation of Departmental Power Point Presentation (PPT)
		• Opening of N.S.S., N.C.C. and Extension Activities
		• Interaction with the Programme Co-ordinators

Sr. No.	Date/Period	Name of the Activity
		• Selection of Students for the N.S.S. and N.C.C. Programmes
7	21.07.2017 to 12.08.2017	• BabalaljiKakade Memorial Lecture Series from 31/07/201 to 2/08/2017
		• Preparation and Completion of NAAC Documentation
		• Organization of Staff Visits to other 'A' grade colleges for NAAC preparation and to face NAAC Peer Team
		• Conduct Supplementary Term End Examination from 3/08/2017 to 11/08/2017
		• Implementation of Soft Skill Development Programme, Batch wise Selection and Training
		• Organization of Mock Peer Team visits in the college
8	01.09.2017 to 29.09.2017	• Soft Skill Development Training Sessions
		• NAAC Peer Team visit on 6th,7th October 2017 in the college
		• Inter College Sports Competition organization /Participation
9	03.10.2017 to 18.10.2017	• Extra Mural Lecture Series
		• Syllabus Completion, Student's Seminar Organization, Co-curricular Activities.
		• Term End Examination, University Practical/Theory Examination
		• Term End Examination Evaluation
	19.10.2017 to 12.11.2017 - Vacation	

Term II: 13.11.2017 Monday to 30.04.2018 Monday

Sr. No.	Date/Period	Name of the Activity
1	13.11.2017 to 30.12.2017	• N.S.S. Winter Camp Organization • State Level Elocution Competition • Organization various Student Welfare Schemes • Organization of various Extension and Sports activities in the college
2	31.12.2017 to 13.01.2018	• Extracurricular Activity – Competitions
		• Annual Social Gathering and Prize Distribution Function
3	16.01.2018 to 15.02.2018	• Organization of Seminars/Workshops/Conferences/ Expert Lectures
		• Collection of articles from students for College Annual Magazine 'Mukut'
4	16.02.2018 to 20.03.2018	• Meeting of Heads of the Department and Head of Functioning Committees to review their responsibilities
		• Data Collection for Annual Quality Assurance Report (AQAR) 2017-18
5	21.03.2018 to 24.04.2018	• Completion of the syllabus of all the courses • Arrangement and Planning of internal and University Examinations
		• Conduct University Examinations – Theory/Practical/Assessment
6	24.04.2018	• Conduct of Central Assessment Programme in the college

	to 30.04.2018	(F.Y.B.A./B.Com./B.Sc./BBA.(CA.) • Preparation and Declaration of Examination Results (F.Y.B.A./B.Com./B.Sc./BBA. (CA))
		• Celebration of Maharashtra Din (1st May)

The College 'Time-Table' Committee looks after the management of lectures for all subjects of the undergraduate as well as P.G. The Time Table Committee collects the workload distribution from the Heads of the respective departments.

The Committee refers to the circulars of the Savitribai Phule Pune University and decides the total number of working days of the first term and second term. It is mandatory for every lecturer to complete his/her syllabus prescribed by the University within the stipulated time limit. Every lecturer prepares the teaching plan. The respective heads of the departments monitor the execution of the teaching activity.

To make the learning process more interesting the Lecturing and Interactive teaching method is practiced. The innovative methods of teaching have been adopted by the lecturers. The Quiz Competition, Question-Answer Session, Oral Presentation, Seminars, Poster Preparation, Elocution Competitions, Essay Writing, Paper Reading, and Class Contests are conducted.

The evaluation is done on the basis of term work and tests and examinations conducted during each term, for both UG and PG courses. The Viva of UG / PG courses are conducted.

For some of the courses like Economics, Geography, and Commerce, the students are assigned project work. The projects are assessed by the external examiners during the practical examinations at the end of the academic year.

- The lecture method is followed for most of the courses.
- The Audio-Visual aids like Television, Overhead/Slide Projectors, L.C.D. projector are used in the classroom teaching.
- To make the learning process more interactive, the practices like pre-reading activities in language and literature courses, Quiz Competition, Question Answer, Oral Presentation, Seminars, Posters Preparation and Power Point Presentation (PPT) Model, Charts, Globes and Maps are used in teaching.
- The teaching session begins with warming up of questions on relevant topic for more participation and session gears up with deeper information with its application to day to day life.

- Practical are conducted for some course like Geography and Commerce.

- Field and Industrial visits are organized by the departments of Economics, Commerce, History and Geography respectively.

- The Seminars/Workshops/Academic Expert Lectures are organized every year by the respective departments and the staff and the students are involved in the activity.

- The project based learning takes place in as a part of curriculum for the subjects like Economics, Commerce and Environment Science.

6.3.3 Examination and Evaluation

The Principal has constituted an Examination Committee in the year 2017-18

The Composition of Examination Committee is as follows

Sr. No	Name	Designation
1	Prin. Dr. S. R. Kenjale	Chairman
2	Prof.Chaudhari J. L.	Examination Officer
3	Dr..J.M.Salve	Member
4	Dr.Waydande D. B.	Member
5	Dr.P.Y.Tate – Deshmukh	Member

Major decisions taken by the Examination Committee For Examination & Evaluation System:

The details of evaluation methods have been communicated to the students and other institutional members at the beginning of the year through the prospectus. The probable dates of University and College examinations, programmes of oral practical examinations were displayed on the notice board. The internal, practical, assignment and tests schedules were announced by the respective departments from time to time. The faculty members communicated with the students regarding the examination schedules, evaluation patterns and format of question papers. On the demand of the students the Xerox copy of the assessed answer sheet is provided to the students to maintain the transparency.

Existing pattern of examination followed by the College is called 2013 pattern, which offers suggestions to the teachers and students about the evaluation pattern. The university circulars regarding the pattern of evaluation were brought to the notice of students by the respective departments in the college. They were either displayed on the notice boards or the Xerox copies of the same are distributed to the students.

The structure of evaluation is as follows: B.A./B.Com (Semester System)

B.C.A. /B.Sc. (Semester System)

P.G. (Choice Based Credit System)

Term End Examination : 60 Marks .To be reduced to 20 Marks.

The Year End Examination : 80 Marks.

TOTAL = 20 + 80 = 100 Marks.

The instructions regarding the conduct of practical / oral and project viva are communicated to the students and the staff after receiving the schedule of Time Table from the University. The Savitribai Phule Pune University, as a matter of policy, has decided to display the information exclusively on its website; the staff and the students are expected to check the information regarding curriculum and evaluation updates.

The grievances regarding evaluation were redressed by referring the guidelines of the Pune University Circular regarding the conduct of examinations and evaluation. As per the Pune University rules the student has a right to register a grievance for the verification and revaluation of his answer sheet. The student can obtain a photocopy of his answer sheet on demand. The institute provides cooperation to register the formal complaints and in obtaining the necessary documents.

For the Internal examination conducted by the college all the university rules and measures are strictly observed. The student's grievances regarding the entry of marks, seat numbers, absentee etc. were obtained in the written form by the co-ordinator of the college examination committee. The registered record was shown to the students and parents for the clarification. If there is a technical or human mistake on the part of the institution, the corrections are made and communicated to the students. The names of the reporting authority for evaluation complaints are published in the prospectus of the college.

The examination committee along with the concerned member of non-teaching faculty jointly took the necessary steps for the redresses of grievances regarding the evaluation of the University and college examinations.

Practical's, Orals, Projects were conducted as per the suggestions and guidelines provided for each respective subject by the Savitribai Phule Pune University from time to time.

The details of the evaluation strategy as per the new reforms implemented by the institution are as follows:

Class	Form of Evaluation	Weightage of Marks	Subject/Faculty	Title of the Course
F.Y.B.Com.	Oral Test	20	Additional English	Optional English
	Oral Test	20 20	Marathi Hindi	Additional Marathi, Additional Hindi
F.Y.B.Com.	Practical	20	Commerce	Financial Accounting
S.Y.B.Com.	Practical	20	Commerce	Business Economics
S.Y.B.Com.	Practical	20	Commerce	Indian Banking System (Special Paper I)
S.Y.B.Com.	Practical	20	Commerce	Marketing & Salesmanship (Sp. Paper I)
T.Y.B.Com.	Practical	20	Commerce	Banking Paper II and Paper III
T.Y.B.Com.	Practical	20	Commerce	Modern Marketing Management (Spl. Paper II)
T.Y.B.Com.	Practical	20	Commerce	Advertising Management (Spl. Paper II)
T.Y.B.Com.	Practical	20	Commerce	Auditing and Taxation
F.Y..	Practical	50	Science	All Subjects
S.Y.B.Sc.	Practical	50	Science	Mathematics
S.Y.B.Sc.	Practical	20	Science	English (Optional)
T.Y.B.A.	Practical	20	History S-3	Introduction to History
M.A.	Practical	50	Arts/Mental Moral & Social Science	Marathi, Hindi, History
M.Com.	Practical	50	Commerce	Commerce

6.3.4 Research and Development

The Principal has constituted a Research Committee for four academic years i.e. from the year 2017-18. Composition of Research Committee is as follows

Sr. No	Name	Designation
1	Principal Dr. S. R. Kenjale	Chairman
2	Dr. Mrs. Kadam J. J.	Member
3	Dr. Waydande D. B.	Member
4	Prof .Chaudhari J. L.	Member
5	Dr. P. Y. Tate – Deshmukh	Member

The objectives of the committee are as follows:

1. Promotion of Research Activity.

2. Provide academic guidance regarding possible areas of research resources, expert guides and the choice of the university.

3. Provide Technical Assistance for pre-registration, Post registration process.

4. Encourage participation at National / International level Academic Seminars / Conferences.

5. Provide encouragement for undertaking Major / Minor Research Project.

6. Encouragement to Publish Research Articles in the National / International

7. Journals and Publish Books.

Major decisions taken by the Research Committee

1) Motivation to the faculty for undertaking Major and Minor Research Projects has been proved very useful and result oriented.

a) **The details of the Minor Research Projects Ongoing: 02**

Sr. No	Name of Teacher	Subject	Funding Agency
1	Dr.Kadam Jaya Jitendra	Marathi	SPPU
2	Prof.Rajurwar N.M.	Political Science	UGC

b) **No. of Faculty Awarded Ph.D. during the year: 02**

Sr.No	Name of Teacher	University	Subject
1	Dr. Dubal D.R.	Solapur University	History
2	Dr. Jadhav S.P	Savitribai Phule Pune University	English

6.3.5 Library, ICT and physical infrastructure / instrumentation

• **Library Advisory Committee 2017-18**

Sr. No.	Name of the Member	Responsibility Held
1.	Prin. Dr. S.R. Kenjale	Chairman

Sr. No.	Name	Designation
2.	Dr. J.M. Salve	Co-ordinator
3.	Lib. R.S. More	Secretary
4.	Prof. Dr.J.J. Kadam	Member
5.	Prof. P.Y.Tate - Deshmukh	Member
6.	Prof .D.R.Dubal	Member
7.	Prof. J.N.Khomne	Member

- **Responsibilities of Library Advisory Committee**:

    1. Supervision of Library Administration
    2. Preparation of Library Budget.
    3. Selection of Books
    4. Guide the Library Staff for efficient work.

Sr. No.	Particulars	Details
1.	Establishment	20th June 1972
2.	Library Working Hours	8.00 a.m. to 5.00 p.m.
3.	Reading Room Capacity	80 students
4.	Teachers Reading Room	20 teachers
5.	No. of Books in Library	39825
6.	No. of Journals Subscribed	42
7.	No. of Newspapers	22
8.	Classification System	Colon Classification
9.	Cataloguing	Subject wise, Author Index
10.	Area of Library	Reading Room - 1600 sq. ft. Stack room - 480 sq. ft. Total - 2080 sq. ft.
11.	Average of issue of Books	Students - 20 Staff - 10
12.	Issuing System	Computerization Under graduate weekly one book on demand slip
13.	Book Bank	Deserving students are provided with 2-3 books yearly
14.	Rules of Library	The rules are displayed on Notice Board for students.

15.	New Arrivals	New Books are displayed in cupboards and display rack. Clippings and reviews are made available to readers.
16.	Reference Service	Students and staff members are taking benefit of this service. Librarian and assistant provides them service.

- **Existing Physical Infrastructure:**
  The details are as follows:

Sr. No.	Description	Quantity	Area
1.	Buildings	4	Science Faculty Building Vocational Course Building Non Residential Students Centre
2.	Classrooms	27	
3.	Laboratories	5	Digital Language Lab: 288 sq.ft. Computer Lab: 550 sq.ft. Physics Lab: 625 sq.ft. Chemistry Lab: 775 sq.ft. Biology Lab:775sq.ft.
4.	Students Non Resident Centre	1	950 sq.ft.
5.	Parking Shade	1	110×20 sq.ft.
6.	Toilets/Washrooms(Gents/Ladies)	1+1	Gent's toilet is located besides Main Building. Ladies toilet is attached to Ladies Common Room.
7.	Gymnasium	1	408 sq.ft.
8.	Library	1	2080 sq.ft.
9.	Playgrounds		400 meter Running Track Indian Games: 3 Foreign Games: 5
10.	Gents Hostel	1	5 Rooms
11.	Ladies Hostel	1	4 Rooms

- **Instrumentation:**

Sr. No.	Instrument
1.	Computer & Laptops
2.	L.C.D. Projector
3.	Printer/Scanner
4.	Generators
5.	Xerox Copiers
6.	Water Filters
7.	Biometric Machine
8.	Wind/Solar Power Energy Unit

6.3.6 Human Resource Management

Our college assesses performance of the teaching faculty and the staff. The college has adopted self -Appraisal method for the faculty. Self- appraisal forms are filled by the faculty by the end of each academic year. There is a provision of comprehensive evaluation of teachers by students who fill the form and suggest their opinions. Our college assesses performance of the teachers on the criteria of experience, results, co-relationship developed among faculty, initiative for the betterment of the institution and participation in various activities, punctuality and leadership qualities.

The institution uses the evaluation of teachers by students to improve teaching of the faculty. Teaching faculty in some cases has been advised to take the correct measures in teaching method. College organizes workshops or seminars. The annual subject wise results are put before the Management. Better ideas, concepts are explained through speeches of prominent experts in the field of knowledge. Teachers are advised to use case study method. Weak students are traced and remedial courses are conducted for them. We have recently started special coaching scheme for backward class students in the entry year.

6.3.7 Faculty and Staff recruitment

The members of the faculty are recruited as per the guidelines of U.G.C. and as per the provisions made in the Maharashtra State Universities act 1994. The Selection Committee constituted by the Vice Chancellor is formally invited in the college. The Committee consists of V. C. Nominee, Government Nominee, Reservation Nominee three Subjects Experts, Principal and the Representatives of the Management. The Management organizes the interview programme in consultation with the University Committee Members. The eligible candidates are invited for the interview with the Committee. The Committee selects the candidate in the preface order.

6.3.8 Industry Interaction / Collaboration

The College has made memorandum of understanding (MOU) with various reputed industries listed below:

- Jubilant Life Sciences, Nira .
- Someshwar Sugar Factory Ltd. Someshwarnagar
- Larsen & Toubro Ltd., Pune.
- Mankind PharmaLt.d, Pune

- ICICI Bank, Pune
- Rajhans Patsanstha, Karanje .

6.3.9 Admission of Students

The admission committee under the Chairmanship of the Principal looks after the admission procedure. The committee consists of Faculty Members, Head of the Departments and other teaching staff. The committee follows the rules and regulations laid down by the Government of Maharashtra and Savitribai Phule Pune University and the Reservation Cell.

The admission committee constituted for the academic year 2017-18 onwards comprises of following members.

Sr.No	Name	Designation
1	Dr. S.R. Kenjale – Principal	Chairman
2	Dr. D.B.Waydande	Co-ordinator
3	Dr. J.M.Salve	Member
4	Prof. J.L.Chaudhari	Member
5	Dr. P.Y. Tate –Deshmukh	Member
6	Mr. S.M. Lakade	Member

1.
The transparency in the admission process is maintained as follows:

(a) Admissions are given to the courses offered by the college in Arts, Commerce and Science Faculties as per required merit for each discipline and aptitude of the students.

(b) Admissions are given on equality basis as per merit of the student preferably.

(c) OBC/BC/SC/ST/VJNT etc. category students are given opportunities as per guidelines of the UGC/University Student's Welfare Cell rules and regulations update.

(d) Admission fees are charged as per the guidelines of S. P. Pune University.

(e) The best practice followed by the institution is that, no student is charged / demanded any kind of donation.

(f) No malpractices such as caste prejudice / political pressure / linkage are entertained.

(g) Provisional admissions are provided as the University gives permission for extra admissions on non-grant basis.

(h) Admission generally is not denied to any student for the sake of fees and marks. Average students, poor students are allowed to pay fees by instalments.

(i) Some very poor students are supported for payment of admission fees through the aid from Student Welfare Fund

A)   Prospectus:

The revised Prospectus is published annually.

The Prospectus includes the following information:

1. Name of the Trustees and Management Committee.
2. College Profile.
3. College Mission
4. Courses Conducted (Subject Wise) U.G. and P.G. Level.
5. Admission Process
6. Fees Chart
7. Rules Regarding Payment of Fees.
8. University Examination Rules.
9. Outstanding Features of the College.
10. Scholarships and Free Ships
11. Junior College Courses
12. Information and Technology Courses
13. College Campus Manners
14. Technology Centre
15. List of Faculty – Senior College – Junior College.
16. Academic and Administrative Committees Co-coordinators.

(B)   College Website:

www.mskcollege.org

The website displays all the relevant information about the courses conducted and Teacher Profile, Scholarships, NAAC reports (AQAR and RAR) and it is updated from time to time

(C)   Advertisement in Regional / National News Paper: The wide publicity to the admission process is given through the local / regional newspapers, pamphlets and hand bills and display of flex boards at the public places.

(a)   General:

The admission process is on Merit Basis. For this purpose the performance of the students in the previous qualifying examinations is taken into consideration. Most of the students securing minimum passing marks (40%) in the qualifying examination get the admission in the college.

We are proud to mention that the average students admitted in an Entry Year in our college have excelled in their performance at final year examination of the degree programme.

The admissions are given on the first come first served basis for grantable divisions. The rules and regulations of Government of Maharashtra are strictly observed in the process.

The cut off -percentage at the entry level:

(i) **For U.G. Courses:**

First Year: B.A. -40%

B.Com-.40%

B.C.A. -45%

B.Sc. -45%

From the academic year 2013-14

 (ii) **For P.G. Courses:**

M.Com. 45% in previous qualifying examination.

M.A. - 45% in previous qualifying examination.

The admissions are given on first come first served basis.

(b) **Professional:**

The college runs a course entitled 'Bachelor of Computer Application' under the Commerce Faculty. It is unaided course.

The admissions are given on the basis of performance of students in the common entrance test conducted by the college at the beginning of the Entry Year. The rules and regulations of Pune University are strictly observed in the admission procedure.

6.4 Welfare schemes for

Teaching	✔
Non teaching	✔
Students	✔

6.**5 Total corpus fund generated**   15680/-

6.6 **Whether annual financial audit has been done**   Yes   ✔

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	CEDA, Pune		
Administrative	Yes	Government of Maharashtra		

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

For UG Programmes   Yes √   No

For PG Programmes   Yes √   No

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

The details of evaluation methods are communicated to the students and other institutional members at the beginning of the year through the prospectus. The probable dates of University and College examinations, programs of oral/practical examinations are displayed on the notice board. The internal, practical, assignment and tests schedules are announced by the respective departments from time to time. The faculty members communicate with the students regarding the examination schedules, evaluation patterns and format of question papers. On the demand of

the students the Xerox copy of the assessed answer sheet is provided to the students to maintain the transparency.

Existing pattern of examination followed by the College is called 2013 pattern, which offers suggestions to the teachers and students about the evaluation pattern. The university circulars regarding the pattern of evaluation are brought to the notice of students by the respective departments in the college. They are either displayed on the notice boards or the Xerox copies of the same are distributed to the students.

The structure of evaluation is as follows:

Term End Examination   :   60 Marks (To be reduced to 20 Marks.)

The Year End Examination   :   80 Marks.

TOTAL   =   20 + 80 =100 Marks.

The instructions regarding the conduct of practical / oral and project viva are communicated to the students and the staff after receiving the schedule of Time Table from the University. The Savitribai Phule Pune University, as a matter of policy, has decided to display the information exclusively on its website; the staff and the students are expected to check the information regarding curriculum and evaluation updates.

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

The Savitribai Phule Pune University encourages the college to send the proposals for financial assistance under various schemes of UGC and Central / State Govt. for the quality improvement of the institution. This helps in promoting autonomy to some extent to the college.

6.11 Activities and support from the Alumni Association

1) Organization of interactive sessions with prominent Alumni twice within a year.

2) Invitation to prominent Alumni as Guests of Honour on various occasions during the Academic year.

3) Some of the Alumni provide this sponsorship for arranging Sports and Cultural Programs.

Details as Follows.

Sr. No	Year	Date	Description of Activities	Chief Guests	No. of Participants
1.	2017-18	05/03/2018	Alumni Meet, Foundation Day, Planning Meeting	Dr. .R.Kenjale, Principal	11
2.	2017-18	20/06/2017	Foundation Day	Mr.Shahajirao Kakade Mr.J.E.Pawar Mr.Ramdas N. Shinde Mr.Vijay Sorate	135
3.	2016-17	18/12/2017 TO 19/012/2017	Annual Prize Distribution Ceremony	Prof.V.B. Bodhe	350

Contribution of Alumni for Institutional Development
Name of the Prominent Alumni: Shri. Rambhau Shinde, an Entrepreneur.

Nature of Contribution (2017-2018)

1	Construction Work of Two Bus stops (2 Pickup Shades) for College students	16,00,000/-

The Alumni of the college has entered an agreement to provide An Auditorium Someshwar Palace Hall to the institution as and when needed with fifteen days Instruction in advance.

The College invites the Alumni in the various programs organized by the college during the academic year.

- College Foundation Day
- College Annual Programme
- NSS Programme
- Tree Plantation Programme
- Hon. Babalalji Kakade Lecture Series
- Alumni Meeting

6.12 Activities and support from the Parent – Teacher Association

The College has formed Student-Parents Association Committee in the college is as follows-

Sr. No	Name	Designation
1	Prin. Dr. S.R. Kenjale	Chairman

2	Prof. S. M. Bende	Co-ordinator
3	Prof. S. B. Shinde	Member
4	Dr. D.R. Dubal	Member

- The suggestions of parents regarding the courses conducted are taken care of by the Management of the College and the prompt action is taken. The introduction of undergraduate degree course in science to be introduced from June, 2014 onward is an outcome of the suggestions made by Parents and Alumni in the meetings.

- The Parents invited to participate in various extension activity programme of the college, like Senior Citizen Workshops, Women Empowerment Workshop, College Foundation Day (20th June) and Annual Prize Distribution Ceremony.

The college invites the parents in various functions and interact with them during the following programmes:

1. Annual Social Gathering Day
2. College Foundation Day
3. NSS Programme
4. Tree Plantation Programme
5. Hon. Babalalji Kakade Lecture Series
6. Parent Teacher Meeting

6.13 Development programs for support staff

The Institution provides necessary facilities to develop the support staff.

1. Provision of library facility

2. Computer facility.

3. Internet facility

4. Provide Career Advancement Assistance.

5. Preference is given to the support staff in the formal selection process after   fulfilling required terms and conditions.

6. Provision of college dress free of cost.

7. Co-operative Credit Society for Financial Support.

8. Duty Leaves for Training Programmes

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

Promotion of Eco-friendly Campus:

The college has adopted practical measures to keep the campus eco- friendly in terms of renewable energy, Water Harvesting, Water Conservation, Carbon Neutrality, Tree Plantation, Hazardous, and Waste Management in the College Campus.

Energy Conservation is done by using Compact Fluorescent Lights (CFL) at majorly of the places to reduce electricity consumption. Displays notice and oral instructions to the staff and students for economic and efficient use of electricity.

Renewable Energy:

The College has installed two Renewable Energy Harvesting Systems generating total 850 Watts of energy as a best alternative for the electricity during the Power outage in the premises.

Rain Water Harvesting:

The College has carried out Rain Water Harvesting System to collect running rain water during the rainy season. This Water Harvesting System has ensured the provision of water for trees in the campus. The collected rain water is stored in the underground Water Tank with the storing capacity of 20000 litres of water.

The college ensures the economic use of water in the campus. The installation of drip irrigation system to water the plants, press taps for drinking Water Spots and display of instructions in the campus.

Carbon Neutrality:

Our college campus is a Zero Carbon Emission Campus due to absence of refrigerators, air conditioners and carbon emitting equipment in the campus.

Our college conducts various awareness activities to spread message of green environment, evils of burning fossil fuels and proper disposal of plastic waste. Tree plantation activity is conducted every academic year for off shooting carbon in the campus.

The college has one gate campus .The vehicle parking shade is far away from the main building. Students are not allowed to use plastic bags, cups or carbon emitting products in the campus. Smoking and chewing tobacco products are banned in the campus.

Tree Plantation

The College maintains the balance of the ecosystem by planting trees in the college campus and nearby villages. Every year college N.S.S. and N.C.C. units organize the tree plantation programme on the occasion of Environment Day and at the time of visits of eminent Guests and NAAC Peer Team visits.

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.

Innovations introduced during the academic year 2017-18 are as follows:

- **Rain Water Harvesting Project:**

The college has rain water harvesting system in the college campus. We had previously designed it very simple and small in size but considering the large rain-water catchment area (33,865.37 Sq. Ft.) of our college building and number of trees and plants in the college campus, our management changed the earlier plan and decided to dig a large size open well with cement concrete ring on the surface. We have carried out this rooftop Rain-Water Harvesting system to collect run-off rain water during the rainy season. The rain water is collected through a network of PVC pipes and collection chambers lead to large size of main PVC pipe line which outlets into open well with the proper land slope. The size of well is 48 diameter X 20 ft depth having more than 10 lack liters of water storing capacity, which is used for watering the tree and plants in the campus through drip irrigation system.

This ideal Rain-Water Harvesting system has ensured the provision of water to plants in the campus for 3 months in critical summer season.

- **Installation of Sanitary Napkin Vending Machine and Destroyer for girl students**

The College has installed automated sanitary Napkin Vending machine and destroyer for girl student and ladies staff of the college to promote menstrual health. It ensures availability of quality sanitary napkin in ladies common room of the college. It is installed to ensure an effective and convenient mode for any time access to sanitary napkin and promote safe and hygienic sanitary practice among the college girl students.

This is innovative practice implemented by our college as an essential need of easy access to sanitary napkin and send out a positive message to college girl student that our college is sensitive and caring to their needs.

Impact:-

- It promoted menstrual health of college girl student.
- Convenient and effective mode for any time access to sanitary napkin.
- Promoted safe and hygienic sanitary practice among the college girl students.

- Reduced girl student's dropout rate of the college as 23% girls drop out when they start menstruating.
- It can be available at average price of Rs.5, on inserting coin into the machine.

- **Observance of 'No Vehicle Day' on every Saturday**

Every year our college organizes various programmes to promote environment protection and its awareness among the student and nearby community. This year college decided to observe 'No Vehicle Day' once in a week on every Saturday. The motive behind the activity of 'No Vehicle Day' is to encourage our college students, staff and non-teaching staff to use public transport. In order to make the campaign successful, our N.S.S., N.C.C. students appealed all the students, parents and people nearby community to use maximum public transport instead of their own private vehicles on that day. It resulted that our more than 1500 college students and staff come in the college using public transport mode or bicycles. On that day single vehicle is not allowed inside the college campus. Thus, we have set an example for everyone and we wish that even other schools and colleges follow this activity. We plan to run this activity on a regular basis in the future too.

- Objectives of 'No Vehicle Day':
  i. To reduce pollution level and traffic congestion
  ii. To protect environment and create environmental awareness among the students
  iii. To use maximum public transport and minimize the use of private vehicles
  iv. To save fuel for future and save our environment
  v. To encourage the other schools, colleges and common people for this good initiative
  vi. Promoting to use bicycles and send across the message of environment conservation

- **The Construction of Composting Plant**

The college has 15.14 acres of campus full of trees and plants. Due to greenery on the open space naturally it leaves some dried leaves, branches, and unnecessary grass in the campus. Besides, there is vegetable and kitchen waste from canteen, paper pieces etc in the campus. This great volume of waste resulted into the positive idea of the construction of the Composting Plant in the college campus. The college regularly collects all the waste from the campus and stores it in the cement concrete Composting Tank having 20 ft length x 10 ft width x 5 ft height having the storage capacity of 28 tones of organic material which is used as fertilizer for growing plants in the college campus.

This composting plant has helped to keep the college campus clean and also provided fertilizer for campus trees, plants and botanical garden in our college. It has proved very effective to maintain the cycle to green wastes.

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

The Plan of Action checked out by the IQAC at the beginning of the year towards quality enhancement and the action taken by the end of the year 2017-18 as follows:

Plan of Action	Action taken
1.To sanction estimated expenditure to purchase the books, Laboratory equipments, furniture and other material for Science faculty	Purchased Books and Laboratory equipments, furniture for Science faculty
2.To complete the construction work of new building for Science Faculty	Completed the Construction work of new building.
3. Construction of Rain Water Harvesting Project and Biodiversity Project	Completed both project works.
4.To renovate the Sports Grounds and internal road in the college campus.	Completed renovation and repairing work of Sport Ground and internal road.
5. Installation Sanitary Napkin Vending Machine and Destroyer for girl students.	Installed in Ladies Common Room.
6. Motivated to Alumni to donate the fund for Construction of 2 bus stops for college. Students in front of the main gate.	Completed construction work of bus stops.
7. To participate in various governing bodies of the university (BOS, Senate Member and Academic Council).	Principal of the college nominated as a Member of Academic Council of SPPU by Vice-Chancellor and one faculty member elected as Senate Member.
8. Conduction of regular co-curricular, extra-curricular and extension activities throughout the year in the college.	Regular activates conducted.
9. To complete the accreditation process of the institution for 3rd Cycle.	Completed the accreditation process of the institution in October 2017 and achieved B++ grade.
10. Sanction to recruit the temporary faculty for self finance courses	Recruited required temporary staff for self finance courses

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

1) **Title of Best Practice:- Rain Water Harvesting**

2) **Goal:**

- To collect, convey & Store rain water for later use.
- To fight again water scarcity in college campus.
- TO meet the increasing demand of water in the college campus.
- To reduce soil erosion due to running rain water.
- To raise underground water level.
- To reduce the runoff water which chokes the drains?
- To avoid the flooding of roads and its damage.
- To reduce groundwater pollution.
- To supply water for plants in the campus in summer.

3) **The Context:**

Water scarcity is serious problem throughout the summer in rural community. The conventional water resources like well, river, and reservoirs are inadequate to fulfill water demand due to unbalanced rainfall in our area. While rain water harvesting (RWH) investigates a new water sources. The aim of Rain Water Harvesting (RWH) is to use rainwater and thus taking close to the concept of nature conservation.

4) **The Practice:**

Rain Water Harvesting is a technology used to collect, convey and store rain water for later use from relative clean surface such as roof. The college has rain water harvesting system in the college campus. We had previously designed it. very simple and small in the size but considering the large rain water catchment area (33865.37 sq.ft.) of our college building and number of trees and plants in the college campus, our management changed the earlier plan and decided to dig large size open well with cement concrete ring on the surface we

have carried out this roof top Rain Water Harvesting system to collect the run off rain water during the rainy season.

The rain water collected through network of PVC pipe line which outlets into open well with proper land slope. The size of well is 48 diameter X 20 ft. depth having more than 10 lack liter of water storing capacity. This is used for watering the tree and plants in the campus through drip irrigation system.

This ideal Rain Water Harvesting system has ensured the provision of water to plants in the campus for 3 months in critical summer season.

5) **Evidence of Success:**

- It enabled to store the running rain water for later use.
- We overcame the water scarcity in college campus.
- It can meet the increasing demand of water in the college campus.
- Reduced soil erosion due to running rain water.
- Raised underground water level.
- It enabled supply water for plants in the campus in summer.

6) Problems Encountered:

- Unpredictable Rainfall:
- Roof types may sleep chemicals or animal droppings:
- Roof may sleep chemicals, insects, dirt or animals dropping that can harm plants when it is used for water the plants.
- Storage limits
- Regular Maintenance

Resource Required:-

- Rain Water
- Well (48 diameter X 25 ft. Depth)
- Network of PVC pipes
- Drip irrigation system.

7) Contact Details:

Name of the Principal: Dr. Somprasad Kenjale

Name of the Institution: M.S.Kakade College, Someshwarnagar.

City: Someshwarnager .Pin Code: 412306

Re-Accredited Status: B, CGPA: 2.55

Work Phone: 02112/282126   Fax: 0212-283017

Website: www.mskcollege.org   E-mail: principalmsk@gmail.com

Mobile: 9423525140

Best Practice – 11

1) Title of Practice:- Non Vehicle Day

2) Goal:-

   1) To reduce pollution level & traffic congestion

   2) To protect environment & create environmental awareness among the students.

   3) To use the maximum public transport & minimum the use of private vehicles.

   4) To save fuel for future & save our environment.

   5) To encourage the other school, colleges & common people for this good initiative.

   6) Promoting to use bicycles & send across the messages of environment conservation.

3) The Context:-

   Every year our college organizes various programmes to promote environment protection. and its awareness among the students and nearby community. This year college decided to observes 'No Vehicle Day' once in the week. Reduction of use of motor vehicles reduces the pollution. If one day cycling, walk or using public transport can bring such difference in level of pollution, together we can clean the air in atmosphere.

4) The Practice:-

   Non vehicle day observe once in a week on every Saturday. The motive behind the activity of 'No Vehicle Day' is to encourage our college students, staff & non teaching staff to use public transport. In order to make campaign successful, our NSS, NCC student appealed all the students, parents and people nearby community to use maximum public transport instead of their own private vehicles on that day. It resulted that our more than 1500 college students and staff come in the college using public transport mode or bicycle on that day single vehicle is not allowed inside the college campus. All entry point into the campus were closed for vehicles and those who came by vehicles had to park them outside the campus & walk to their department or office. Thus

we have set an example for everyone & we wish that even other school and colleges follow this activity. We plan to run this activity on a regular basis in the future too.

5) Evidences of Success:-

This practice helped to reduce the pollution level & traffic congestion area.

It has created environmental awareness among the stakeholders of the Institution.

It inculcated the habit of to use the maximum public transport & minimum the use of private vehicles.

It enabled us partially to save fuel for future & save our environment.

Encouraged the other school, colleges & common people for this good initiative

Promoted to use bicycles & send across the messages of environment conservation.

6) Problems encountered and Resources required.

Problems Encountered:
- ❖ Parking of the vehicles.
- ❖ Intensity of public transport.

Sources required:-
- ❖ Bicycles:-
- ❖ Public Transport

7) Contact Details:

Contact Details:

Name of the Principal: Dr. Somprasad Kenjale

Name of the Institution: M.S.Kakade College, Someshwarnagar.

City: Someshwarnager .Pin Code: 412306

Re-Accredited Status: B, CGPA: 2.55

Work Phone: 02112/282126   Fax: 0212-283017

Website: www.mskcollege.org   E-mail: principalmsk@gmail.com

Mobile: 9423525140

7.4 Contribution to environmental awareness / protection Environment Awareness-

a) **Environment consciousness**

- Green Audit: Our College conducts Green Audit informally at the levels of Energy, Water Conservation, Water Management and Pollution Control.
- The college has actively contributed in spreading environment awareness through various activities of N.S.S. and N.C.C. in the College Campus.
- The College undertakes Tree Plantation Programme every academic year. Campus cleaning activities like collecting waste papers, proper disposal of plastic bottles garbage and dry leaves are conducted regularly.
- Organization of Environment awareness programmes like Observance of Environment Day, World Water Day etc.
- Environmental awareness is enriched through the compulsory course in Environmental Awareness at S.Y.B.A. /B.Com/ B.Sc. level. The Project Report-Writing on Environment related issues is compulsory for the course.

b) Promotion of Eco-friendly Campus:

- The college has adopted practical measures to keep the campus eco- friendly in terms of renewable energy, Water Harvesting, Water Conservation, Carbon Neutrality, Tree Plantation, Hazardous, and Waste Management in the College Campus.
- Energy Conservation is done by using Compact Fluorescent Lights (CFL) at majority of the places to reduce electricity consumption. Display of various notices and oral instructions to the staff and students for economic and efficient use of electricity.
- **Renewable Energy:**

  The College has installed two Renewable Energy Harvesting Systems generating total 850 Watts of energy as a best alternative for the electricity during the Power outage in the premises.
- **Water Harvesting:**

  The College has carried out Roof Water Harvesting System to collect running rain water during the rainy season. This Water Harvesting System has ensured the provision of water for trees in the campus. The collected rain water is stored in the underground Water Tank with the storing capacity of 20000 litters of water.

- The college ensures the economic use of water in the campus. The installation of drip irrigation system to water the plants, press taps for drinking Water Spots and display of instructions in the campus.

- **Carbon Neutrality:**

  Our college campus is a Zero Carbon Emission Campus due to absence of refrigerators, air conditioners and carbon emitting equipments in the campus. Our college conducts various awareness activities to spread message of green environment, evils of burning fossil fuels and proper disposal of plastic waste. Tree plantation activity is conducted every academic year for off shooting carbon in the campus. The college has one gate campus .The vehicle parking shade is far away from the main building. Students are not allowed to use plastic bags, cups or carbon emitting products in the campus. Smoking and chewing tobacco products are banned in the campus.

- **Tree Plantation:** The College maintains the balance of the ecosystem by planting trees in the college campus and nearby villages. Every year college N.S.S. and N.C.C. units organize the tree plantation programme on the occasion of Environment Day and at the time of visits of eminent Guests and NAAC Peer Team visits.

- **Hazardous Waste Management:**

  The college does not produce any hazardous waste material using chemical and compound with high risk of intensity and side effects but whatever minimum chemical waste generated through Science Laboratories is properly treated and discharged with water.

- **E-waste Management:**

  The quantity of the e-waste produced in the college is minimum, which is recycled or disposed appropriately by electronic equipment distributor through the authorized agency by ensuring E-waste Certificate.

7.5 Whether environmental audit was conducted?

Yes. Our College has conducted Green Audit formally at the levels of Energy, Water Conservation, Water Management and Pollution Control.

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

Strength:

1. Highly qualified teaching and non teaching staff.
2. Students are occupying top positions in their respective subjects at the university level during last 3 years.
3. Special training of NSS and NCC to the students is a regular in the college.
4. The college is located in industrial and agricultural region.
5. The college has permanent affiliation to the parent university and approved under section 2(f) and 12(b) of UGC act.
6. Most of the faculty members have obtained the Ph.D. degree.
7. Most of the faculty members have completed Minor Research Projects generating funds from UGC and BCUD.

Weaknesses:

1. Need to increase the collection of funds to run the Self Financed Courses in the college.
2. Little scope to incorporate the contemporary needs and global standards in the University assigned curriculum.
3. Campus placements of students are negligible.
4. There is need of more space for establishing new laboratories, computer lab and library.
5. There is need of more common room, auditorium, toilets and additional parking.

Opportunities:

1. Introduction of self designed Job Oriented Diploma /Certificate Courses in Information Technology.
2. Enrichment Add on courses along with the traditional courses assigned by the university.
3. Increase collaborations with the reputed institutions at National / International level.
4. Organize funds raising activities to construct the new infrastructural facilities.
5. Establish more linkages with the reputed Industries to strengthen placement opportunities.

6. Organize workshops, training programs for teaching and non teaching staff of the college.

7. Introduction of new subjects such as home science, music, drawing & painting, industrial courses.

8. Computerize central library and cyber library should be developed on priority basis.

9. Run effectively PG classes in arts, commerce & science faculties and development of well equipped laboratories.

10. Developments of smart class rooms for UG & PG classes.

Threats:

1. The job placement is relatively very low.

2. Opportunity to admission in professional courses may reduce the strength of students in running courses.

3. The college faces an acute shortage of financial resource for self financing courses.

4. Shortage of equipments and chemicals in the laboratories may badly affect the strength of the college.

5. Generate funds for infrastructure development.

6. Construction of an auditorium with the capacity of one thousand seats for organizing extracurricular activities.

8. Plans of Institution for Next Year:

- Introduction of Research Centre in the subjects of History and Marathi.
- To introduce Add-on courses along with the traditional courses assigned by the University.
- To increase collaboration with the reputed institutions at Local, State, National and International level.
- Organize workshops, training programs for teaching and non teaching staff of the college.
- Raise more funds from institutional stakeholders, university and different bodies (RUSA, UGC)
- To plan and prepare the proposals for the quality improvement under various U.G.C. schemes for financial assistance.

Name: Dr. Sanju Jadhav   Name: Prin. Dr. Somprasad Kenjale

Signature of the Co-ordinator, IQAC   Signature of the Chairperson, IQAC

Annexure *i*

Academic Calendar 2017-18

Term I: 15.06.2017 Thursday to 18.10.2017 Wednesday

Sr. No.	Date/Period	Name of the Activity
1	15.06.2017	• Admission Process Review • First Term Meeting of the Staff • Declaration of Functioning Committees
2	16.06.2017 to 30.06.2017	• Admission Process • Academic Counselling, Time Table Preparation • Review of University Examination Results
3	20.06. 2016	• College Foundation Day • Alumni Meet
4	03.07.2017	• Regular Classroom Teaching
5	03.07.2017 to 15.07.2017	• Meetings of Co-ordinators of various Functioning Committees to discuss the proposed annual activities to be conducted in the Academic Year-2017-18 • Review of the preparation of NAAC Reaccreditation Process for proposed 3rd Cycle • Joint Meeting of Teaching/Non-teaching and the Top Management to plan various Co-curricular and Extra- Curricular activities • Meetings of Heads of the Department to discuss academic and co-curricular activities.
6	11.07.2017 to 20.07.2017	• Preparation of proposed NAAC Peer Team Visit in month of Septeber • Orientation Programme for preparation of Departmental Power Point Presentation (PPT) • Opening of N.S.S., N.C.C. and Extension Activities • Interaction with the Programme Co-ordinators • Selection of Students for the N.S.S. and N.C.C. Programmes
7	21.07.2017 to 12.08.2017	• BabalaljiKakade Memorial Lecture Series from 31/07/201 to 2/08/2017 • Preparation and Completion of NAAC Documentation • Organization of Staff Visits to other 'A' grade colleges for NAAC preparation and to face NAAC Peer Team • Conduct Supplementary Term End Examination from 3/08/2017 to 11/08/2017 • Implementation of Soft Skill Development Programme, Batch wise Selection and Training • Organization of Mock Peer Team visits in the college
8	01.09.2017 to	• Soft Skill Development Training Sessions • NAAC Peer Team visit on 6thth,7th October 2017 in the college

	29.09.2017	• Inter College Sports Competition organization /Participation
9	03.10.2017 to 18.10.2017	• Extra Mural Lecture Series
		• Syllabus Completion, Student's Seminar Organization, Co-curricular Activities.
		• Term End Examination, University Practical/Theory Examination
		• Term End Examination Evaluation
	19.10.2017 to 12.11.2017 - Vacation	

Term II: 13.11.2017 Monday to 30.04.2018 Monday

Sr. No.	Date/Period	Name of the Activity
1	13.11.2017 to 30.12.2017	• N.S.S. Winter Camp Organization • State Level Elocution Competition • Organization various Student Welfare Schemes • Organization of various Extension and Sports activities in the college
2	31.12.2017 to 13.01.2018	• Extracurricular Activity – Competitions
		• Annual Social Gathering and Prize Distribution Function
3	16.01.2018 to 15.02.2018	• Organization of Seminars/Workshops/Conferences/ Expert Lectures • Collection of articles from students for College Annual Magazine 'Mukut'
4	16.02.2018 to 20.03.2018	• Meeting of Heads of the Department and Head of Functioning Committees to review their responsibilities • Data Collection for Annual Quality Assurance Report (AQAR) 2017-18
5	21.03.2018 to 24.04.2018	• Completion of the syllabus of all the courses • Arrangement and Planning of internal and University Examinations
		• Conduct University Examinations – Theory/Practical/Assessment
6	24.04.2018 to 30.04.2018	• Conduct of Central Assessment Programme in the college (F.Y.B.A./B.Com./B.Sc./BBA.(CA.) • Preparation and Declaration of Examination Results (F.Y.B.A./B.Com./B.Sc./BBA. (CA))
		• Celebration of Maharashtra Din (1st May)

Annexure *ii*

<div align="center">**An Analysis of the Feedback:**</div>

a) Feedback from Students :

The feedback is obtained through the Questionnaire filled by the students. The information is used for the improvement of the course and teaching in future.

The student's feedback is also obtained orally in the meetings of Students Council held once within a month. The student's representatives raise their problems and difficulties regarding the conduct of the course and teaching in the presence of the Head of the Institute and the concerned subject Heads are informed to take necessary action immediately.

b) Feedback from Alumni :

The Alumni Association organizes their general meeting twice within a year. More than hundred Alumni attend the meeting. Their feedback is obtained through a specially designed format with a paragraph affixed on it.

The prominent Alumni are invited to chair the session of various curricular, extra-curricular and extension activities conducted by the college throughout the year. Their suggestions and guidance are kindly considered by the college management. The newly started certificate course, 'Tally' and Programme of B.Sc. is an outcome of the Management's response to the feedback from Alumni Feedback form.

c) Feedback from Parents :

The feedback of the parents is obtained in their direct interaction with the Principal and Teachers.

The Parents Teacher Association established in the college conducts meetings of the parents and teacher jointly. The interaction in the meeting provides a platform to share the views of parents on the overall functioning of the college. The suggestions and observations of the parents are sincerely and seriously considered by the management and the teaching/non-teaching staff.

d) Feedback from Employers :

The feedback of the Management is obtained throughout the academic year in their meetings scheduled with the staff on different occasions. The suggestions and observations of

Students, Alumni, Parents and Teaching/Non-Teaching staff are kindly considered by the employers and the decisions regarding the introduction of new courses is unanimously taken.

The introduction of new courses like Bachelor of Computer Application, Diploma in Travel and Tourism Management, Soft Skill Development Programme and establishment of "Technology Centre" to impart advanced computer education and Programme of B.Sc. are the outcome of the action taken on the feedback from employers.

e) Feedback from Academic Peers :

The feedback of academic peers is obtained when they visit college as Visiting Faculty, Subject Experts, and Senior Supervisors of Examinations, Members of Various Committees (Teacher Selection, Affiliation, and Continuation etc.) and as invited guests.

f) Feedback from Community :

The feedback is obtained through the reactions and responses of the community expressed in the various extension activities conducted by the college. The majority of the people belong to rural farming community and the sugarcane is the major crop that they cultivate. Hence, on their demand the department of Commerce in the College has organized at least a seminar each academic year regarding the cultivation, management and marketing of sugarcane. The farmers get an opportunity for direct interaction with the experts, resource persons directly. Feedback Analysis and the Suggestions used for continuous improvements, and communicated to the affiliating university for appropriate inclusion.

The feedback is analyzed in the meetings of College Executive Committee, Local Management Committee and the Heads of the Departments and necessary changes in the curriculum options are communicated to the affiliated University. For example in the revised syllabus of Undergraduate and Post Graduate courses under 2013 Pattern of Savitribai Phule Pune University, out of the options provided by the University syllabus, the respective departments have selected the optional courses which are relevant to the local needs and in tune with the emerging national trends.

Moreover, many of the Senior Staff Members, who participated in the Syllabus Restructuring Workshops of Savitribai Phule Pune University, communicated the feedback to the members of the concerning Board of Studies. The faculty of our college has participated in Workshops conducted by the colleges affiliated to the Savitribai Phule Pune University.