



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution	NAV MAHARASHTRA SHIKSHAN MANDAL SHEVGAON'S LATE. ABASAHEB KAKADE ARTS COLLEGE, BODHEGAON, TAL- SHEVAGAON, DIST- AHMEDNAGAR, MAHARASHTRA.
Name of the head of the Institution	Fasale Machhindra Karbhari
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02429240494
Mobile no.	9765646394
Registered Email	akakadecollege@gmail.com
Alternate Email	spadhav2012@gmail.com
Address	A/p- Bodhegaon, Tal- Shevgaon, Dist- Ahmednagar, 414503
City/Town	Bodhegaon
State/UT	Maharashtra

Pincode	414503																								
2. Institutional Status																									
Affiliated / Constituent	Affiliated																								
Type of Institution	Co-education																								
Location	Rural																								
Financial Status	Self financed and grant-in-aid																								
Name of the IQAC co-ordinator/Director	Mr. SUNIL PARASRAM ADHAV																								
Phone no/Alternate Phone no.	02429240493																								
Mobile no.	9623633073																								
Registered Email	akakadecollege@gmail.com																								
Alternate Email	spadhav2012@gmail.com																								
3. Website Address																									
Web-link of the AQAR: (Previous Academic Year)	http://bodhegaoncollege.com/Docs/AQAR-2017-18.pdf																								
4. Whether Academic Calendar prepared during the year	Yes																								
if yes,whether it is uploaded in the institutional website: Weblink :	http://bodhegaoncollege.com/Docs/ANNUAL%20PLAN%202018-19.pdf																								
5. Accrediation Details																									
<table border="1"> <thead> <tr> <th rowspan="2">Cycle</th> <th rowspan="2">Grade</th> <th rowspan="2">CGPA</th> <th rowspan="2">Year of Accrediation</th> <th colspan="2">Validity</th> </tr> <tr> <th>Period From</th> <th>Period To</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>B</td> <td>75.25</td> <td>2004</td> <td>16-Sep-2004</td> <td>16-Sep-2009</td> </tr> <tr> <td>2</td> <td>B</td> <td>2.43</td> <td>2019</td> <td>01-May-2019</td> <td>01-May-2024</td> </tr> </tbody> </table>						Cycle	Grade	CGPA	Year of Accrediation	Validity		Period From	Period To	1	B	75.25	2004	16-Sep-2004	16-Sep-2009	2	B	2.43	2019	01-May-2019	01-May-2024
Cycle	Grade	CGPA	Year of Accrediation	Validity																					
				Period From	Period To																				
1	B	75.25	2004	16-Sep-2004	16-Sep-2009																				
2	B	2.43	2019	01-May-2019	01-May-2024																				
6. Date of Establishment of IQAC	26-Aug-2009																								
7. Internal Quality Assurance System																									

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Health Literacy	05-Jan-2019 01	101
Alumni Association	22-Dec-2018 01	35
Blood Donation Camp	08-Oct-2018 01	35
Teaching Methodology (Staff)	04-Oct-2018 01	18
No Files Uploaded !!!		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:	No
Upload latest notification of formation of IQAC	No Files Uploaded !!!
10. Number of IQAC meetings held during the year :	2
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

12. Significant contributions made by IQAC during the current year(maximum five bullets)
Internal Academic Administrative Audit
Preparation and Submission of AQAR
Academic Calendar

Submission of IIQA

Submission of Self Study Report

No Files Uploaded !!!

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
To orgainse a state level seminar	Organised a state level seminar on Agriculture Productivity
To orgainse Extension Activities	Organised blood donation, AIDS Awareness
To orgainse a workshop under SDB	Organised a workshop on Compititive Examinatios
To orgainse a workshop under SDB	Organised Women Health & Self Defense
Earn & learn scheme	Student Development Board conducted Earn & learn scheme
To orgainse a workshop under SDB	Organised a Value Education Workshop
To orgainse a workshop under SDB	Organised organise a Disaster Management Workshop
Foundation Day	Organised Foundation Day
N.N.S Activities	Organised a Democracy Fortnight
N.N.S Activities	Organised National Service Scheme Winter Camp
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
The College Development Committee	06-May-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

Yes

Date of Visit

25-Apr-2019

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2018

Date of Submission	27-Dec-2018
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	A management information system (MIS) is an information system used for decision making and for the coordination, control, analysis, and visualization of information the institute. Following are the ways Information Management System works in the institute. 1] Vriddhi Software College management information system is designed for administration and management of education organization where administrator or management can generate any reports they require to run college. Information is available at finger tips to make fast decision and execution. This college MIS software tool shows summarize data transacted at other modules of / college management software. MIS screen gets refreshed automatically after every 15 minutes and deliver updated data from every module. Various summarized required information are available over this dashboard. College MIS dashboard shows Fee category wise student data, current Transaction data entry details, current admission status for all class, cast category wise statistical report, admission fee summary report, Library status details, etc. Apart from this it let you know exact status of admitted and vacant seats of any class. Details of fee collected, classwise, cast category wise, and Fee category wise analysis. Administrator does not need to understand working of ERP system and operations of each module they just need to retrieve information at few clicks. This tool is designed keeping administrator requirement on top priority and solves every query of administrator. MIS manager can evaluate and efficiently manage department within an organization. All past and present information are helpful in decisionmaking and designing new strategy of organization. Actionable data is ready on this Vriddhi school MIS software. Management Information Systems reports are the reports which

give the clear picture of finance department. This can help the institute to improvise the business. Daily reports can be prepared for the fees received, outstanding amount for every student etc. List of defaulter students can be extracted and those can be intimated through emails or manually.

2] Web design and development The brief details of modules are listed here:

Students Management Module: Maintains personal and academic information for every student used for generation of Students General Register and various certifications like: Bonafide, Expenditure, Character, Leaving/Transfer, Class wise and category wise registers etc. Various statistical reports, ICard and government reports can also be printed out

Fees Collection Module: Prints Cash Receipts, advances or Bank Challans as per collection procedure. Tracks Students Fees pending / outstanding dues as per different headings, provides summary reports of outstanding dues of students, generates student ledger.

Financial Accounting Module: Creates daily Fee/ Fine Collection vouchers automatically, Enters cash and bank receipts / payments vouchers, Contra Entry Vouchers, Journal Vouchers, prints reports like cheque register, Cash Book, Day Book, General Ledger, Bank book reconciliation, Trial Balance, Income and Expenditure statements and Balance Sheet.

Establishment Module: Manages personal information of Teaching and Nonteaching staff, qualification details, Experience details, Joining date details, promotion dates, university approvals, Service record, extracurricular activities, etc.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Late Abasaheb Kakade Arts College Bodhegaon is permanently affiliated to Savitribai Phule Pune University, Pune and follows the curricula prescribed by the University. The Institute ensures effective curriculum delivery through a well-planned and documented process. The IQAC prepares the academic calendar of the institute and the concerned departments prepare their departmental academic

calendars prior to the commencement of every academic year. The academic calendar specifies suitable available dates for significant academic and other activities. The faculty members are briefed on the academic activities of the college on the first meeting of the commencement of every academic year. The Head of the departments arranges departmental meetings to distribute and assign the workload. Considering the workload and planning held in the departmental meetings, the syllabus is disseminated as per classes and papers/courses for teaching. Faculty members prepare term-wise teaching plan at the beginning of every term/semester. Each teacher is provided with an academic diary containing in which he/she updates timetable, workload, Annual/Semester teaching plan, actual teaching units, daily teaching plan, and academic and administrative committee responsibilities. The academic diary is monitored by the Principal of the college. The timetable committee prepares a general time-table. Teachers conduct classes according to the timetable. Meetings are held periodically to review the syllabus completed. For the effective transmission and delivery of curricula, faculty members integrate classroom teaching with various ICT tools, laboratory practicals, students seminars, tutorials, question papers solving, research projects, field survey, etc. For the upgradation of subject-related knowledge, institute organizes seminars, conferences, and workshops. This activity provides a platform to the faculty and the students to participate and interact with experts in various fields and enrich and update their subject knowledge. For the effective curriculum delivery, teachers use participative, problem solving and student-centric learning methods. Faculties effectively and creatively use PPTs, video lectures, models, charts. The institute organizes guest lectures, expert lectures of eminent academicians for the effective curriculum delivery. Institute also provides special guidance to the slow learners under the Special Guidance Scheme of S. P. Pune University, Pune. Library provides INFLIBNET, e-journals, Database, Shodhganga, , Book Bank facility etc. The Institute also provides departmental library and 10 mbps internet connectivity with campus Wi-Fi facility to the students and the teachers for effective teaching-learning. Teachers provide study material to the students through their notes, Google classroom, etc. Students' feedback regarding teachers is collected by the end of academic year and the report is placed before the CDC and further confidential report is sent to every concerned teacher. While receiving higher education, students should be sensitive towards social problems. With this sincere motives institute integrates curriculum, cross-cutting issues, human values & professional ethics in the activities planned for the delivery of curriculum. College organizes workshops, seminars, guest lectures, on various topics such as competitive exam, career guidance and counseling, gender equality environmental awareness, personality development program, soft skill development program, nirbhya kanya abhiyan, to enrich the teaching learning process.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the

affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
A Course in Environmental Awareness	15/06/2019	117
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	History	18
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
The institute has the following mechanism to obtain, analyse and utilize the collected feedback. All the stakeholders always work for the overall development of the institute. The institute has collected feedback forms in the academic year 2018-019 for the acknowledgement of various things related to the institute and shortcomings as well. The following is the process the institute carried out to obtain, analyse and utilize the feedback for overall development of the institution. 1) Alumni: Alumni are one of the significant stakeholders of the institute. The IQAC of the institute has collected feedback from the alumni in the academic year 2018-19 which emphasized upon shortcomings and developments required on the campus. The Institute established Alumni Association on October 3, 2018 this academic year. Total number of 112 alumni is the members of the Alumni Association. The Institute organised and Alumni Association in which a sample questionnaire was given to alumni. The questionnaire was in the form of feedback form. Alumni were asked to answer the questions shown in the questionnaire. Through this way, the institute collected some instruction in regard with overall development of the campus. One of the recommendations was about starting a centre for competitive examination. Some other suggestions where like alumni should be invited various activities to be

held in the institute. The Institute should provide playground for the physical exercise and preparation of various recruitment such as police and army. 2) Parents: Along with alumni, parents are also an important stakeholder as per as the institutional development is concerned. The institute invites parents on various occasions. This academic year the institute organised a parents' meet in which a sample questionnaire was circulated among parents and feedback was collected in the form of those answers. The special focus open issues like admission process, infrastructure of the institute, library, playground, sports faculties, campus discipline, guidance to the students, overall development etc. Suggestion from parents was like starting vocational courses etc. 3) Students: Students' feedback contributes immensely to the integral development of the institute. Every year the institute collects feedback of teachers from third year students which focus upon the teaching learning process teachers' attitude subject knowledge presentation revaluation etc. In the academic year, students submitted their feedback forms of total 12 teachers. Besides these stakeholders repeated and expert personalities too visit the institute every year. In the academic year 2018-19, Dr. Sarjerao Nimse an ex- Vice- Chancellor of the Lukhnow University, Dr. Purushottam Bhapkar, the Collector of the Aurangabad district visited the institute and discussed about the development of the institute. Thus the collected feedback is analysed by the IQAC and the CDC of the institute and thus necessary steps are taken to respond to suggestions. For example, the institute has provided commodious playground to students, reading hall, library, computer laboratory, etc. The institute is committed to catch up with the time keeping in mind the revolutionary and dynamic changes and reformation that is taking place in the field of higher education in both Maharashtra and India by

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	English, Marathi, History, Politics	480	316	316
BSc	Chemistry, Mathematics	360	242	242
BCA	Computer Science	240	44	44
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	602	Nil	24	Nil	24

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-

learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
24	21	11	2	1	7
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institute has availed students mentoring system. Through counseling, advice, guidance the institute, helps students upgrade their knowledge to get higher education, to select career, business, etc. Students mentoring system connects students teachers and parents together. This system helps students to look forward to teacher as their mentors. The mentoring system further helps students to resolve their various issues for example academic or personal and to bring about an all-round development of the institute and the students as a whole. This mentoring system mobilizes the learning ability and skills among students. It gives momentum to students. Mentoring system appears to be beneficial and effective for following reasons: 1. To receive postgraduate education 2. To prepare for various competitive examinations 3. To develop personality 4. To communicate effectively in Marathi, Hindi or English 5. To select a better career. 6. To go for various recruitments in Police and Army. 7. To understand the teaching-learning process 8. To inculcate research and scientific attitude Mentoring system: It's Operation Mentor and mentee meet each other frequently. Mentee gives feedback on the guidance and its utility to the mentor. Mentor guides mentee on various levels academy, institutional or social. While mentoring students mentor instructs mentees to set their aims and objectives and the mentor guides to accomplish those objectives. Therefore this mentoring system works as a supporting mechanism for students to get a proper direction in education profession and to remain physically mentally and emotionally strong. Every the faculty members in the institute play the role of mentor. Every teacher guides at least 15 to 20 students. The mentor resolves issues like personal social and academic. Besides classroom discussion of various issues mentor spares a separate time to consider mentee and his/her issues. Following are different ways the mentor guides mentee on the campus of the institute: A. To guide on career, profession and proper selection. B. To discuss Presenty of students in the institute, their interest in subject, similarly their semester wise progress report. C. Opportunities in career higher education industry business etc. D. To inculcate patriotism among students. F. To raise awareness on sensitive issues G. To raise awareness about anti-ragging H. To contact irregular students to attend classes in institute on regular basis. I. To guide students on various activities like NSS camp, project on environment, etc. J. Parents meeting through which their suggestions are incorporated in the institutional functioning. K. Students are sensitized about their behaviour on the campus. L. To raise issue in the CDC and IQAC meetings about mentor mentee relationship M. To maintain relationship with alumni through regular contact and guidance The Institute has availed students mentoring system. Through counseling, advice, guidance the institute, helps students upgrade their knowledge to get higher education, to select career, business, etc. Students mentoring system connects students teachers and parents together. This system helps students to look forward to teacher as their mentors. The mentoring system further helps students to resolve their various issues for example academic or personal and to bring

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
602	24	25

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
32	24	8	13	Nil

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from	Designation	Name of the award, fellowship, received from
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	state level, national level, international level		Government or recognized bodies
2018	Dr. Fasale M.K.	Principal	Dnyanoday Multipurpose Organization
2018	Mr. Palve S.R.	Assistant Professor	Pani Foundation
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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester- end/ year- end examination
BCA	00	Semester-End	02/04/2019	31/05/2019
BSc	00	Semester-End	17/06/2019	21/06/2019
BA	00	Year-End	16/04/2019	19/06/2019
No file uploaded.				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The students are the significant stakeholders in any institute providing education, and it is our undertaking to put forth all attempts to ensure transparency in all the exercises at various stages. Taking this into account the institute deals with examination-related grievances straightforwardly, effectively and in a timely manner. The examination-related grievances of the students are addressed both at the institutional and University levels contingent to the need and level of the grievances. For the most part grievances or issues associated with internal evaluation are resolved at the institutional level and grievances associated with external evaluation are forwarded to the S. P. Pune University, Pune. The institute regularly follows the guidelines frequently laid down by the University for redressal of grievances. The institute displays its code of conduct for examination in the prospectus and the web-portal. Also students are frequently informed about the code of conduct either orally or on notice boards before and during the examination period. The institute has framed hearing committee comprised under the chairmanship of the principal to investigate the issue and suggest suitable measures to be taken reasonably, straightforwardly and within the stipulated time limit. The Examination Committee prepares the schedule through its meeting and is thus put off on the notice board and communicated to students before the commencement of the examination. As far as the grievances regarding practical examinations are concerned, they are redressed immediately by the Examination Committee and the concerned faculty members. The institute conducts Central Assessment Programme (CAP) as per the regulation laid down by the university. With the view to maintain transparency in Internal Examination, answer papers are shown to students in post assessment period in case any student is found to be dissatisfied with the assessment and further clarification is carried out immediately. The Examination Committee appoints An internal squad for internal examination. Evaluation is the key of any education system It becomes more important when the institution alter the traditional written examination which is nothing but a memory test. It becomes more important when the recently established institutes are trying to avoid monotonous annual examination system i.e. memory test. In order to bring a variety, we must train the staff to make

the examination system familiar to the students. Therefore the institute decided to display the minute details of internal examination system on its web-portal. It is also available in library and the concerned department. Faculty member held an informal sessions with the students to address the queries and the curiosity of students. Faculty members are asked to consider the students' opinions about the possible options to conduct internal examinations. Regularity of the students and their demeanour was also taken in to account during the continuous internal evaluation system. After the internal examination, result will be declared within a seven (7) days. Faculty members display the mark list on the notice board. Faculty members unanimously decided to conduct the internal exam by roll number rather than by name. We also analyse results and send the reports to the

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Yes, As the institute is permanently affiliated to Savitribai Phule Pune University, Pune, it has always been adherent to academic calendar published by the University. The IQAC of the institute prepares the academic calendar which is in accordance with that the university before the commencement of every academic year. The prepared academic calendar is thus presented to faculty members and the students of the institute. The focal points of the academic calendar are the schedule of the teaching-learning process, curricular, extra-curricular activities and continuous internal evaluation of the academic year. Taking into account academic calendar, the Examination Committee prepares its schedule continuous internal evaluation. The Examination Committee also conducts external evaluation as per the academic calendar of the university. The Principal of the institute addresses in the welcome- ceremony to the newly admitted students in order to make them aware of various facilities, rules and regulations, and examination related activities. In order to ensure the smooth and proper functioning of the institute, according to the academic calendar , the principal regularly conducts meetings of various committees which proves to be very effective to respond conveniently to the academic calendar. The academic calendar Examination Section prepares a schedule for continuous internal evaluation, after having consultations with concerned subject teacher. Chief Examination officer, who is appointed and approved by SPPU,Pune, looks after the observance of internal assessment. It is mandatory for all faculty members and students to remain punctual to the academic calendar for the successful completion of curricular and extra- curricular activities. Periodic meetings are held to review and in the final meeting of the academic year, the principal takes review of the entire functioning related to the examination the institute as a whole.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<http://naac.bodhegaoncollege.com/Docs/2.6.1.-C0-P0-PS0-1.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
Nill	BA	English, History, Marathi, Politics	62	52	83.87

Nil	BSc	Chemistry, Maths	65	37	56.92
Nil	BCA	Computer Science	8	8	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://docs.google.com/forms/d/1dLZpSh8BV2WDVr3Q535slJ0p68DVxff5J_xS2JeDypc/viewanalytics

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	00	NIL	0	0
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL	NIL	07/01/2018

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
No Data Entered/Not Applicable !!!				
No file uploaded.				

3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	MR. Sachin Mhaske	Late Abasaheb Kakade Arts College Bodhegaon	Staff Academy	Information Technology Related Things	17/07/2018
01	Miss. Priyanka Powar	Late Abasaheb Kakade Arts College Bodhegaon	Staff Academy	Global Warming	11/08/2018
01	Miss. Rushika Nalawade	Late Abasaheb Kakade Arts College Bodhegaon	Staff Academy	Use of Chemicals in Agriculture Products	10/10/2018

01	Mr. Vishwajeet Batule	Late Abasaheb Kakade Arts College Bodhegaon	Staff Academy	Fire Safety Management	16/10/2018
01	Miss. Dhanashri Londhe	Late Abasaheb Kakade Arts College Bodhegaon	Staff Academy	Global Positioning System	09/01/2019
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Presented papers	1	Nil	Nil	Nil
Presented papers	Nil	3	Nil	Nil
Presented papers	Nil	Nil	1	Nil
Attended/Seminars/Workshops	Nil	2	1	Nil
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
N.S.S Winter Camp	N.S.S	2	75
Blood Donation Camp	Jankalyan Blood Bank and N.S.S	2	35
AIDS Awareness t	Rural Health Centre and N.S.S	2	81
Value Education Workshop	SPPU and Student Development Board	1	95
Competitive Examination Workshop	SPPU and Student Development Board	1	110
Fund for Kerala Flood	N.S.S and S.D.P	3	118
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Competitive Examination	1st Prize	Bharati Vidyapith Pune	1
Competitive Examination	Consolation Prize	D.P.R College Adinathnagar, Pathardi01	1
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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities

Winter Camp	N.S.S	Winter Camp	2	75
Heath Awareness	Lifelong Learning and Extension Dept.	Workshop on Health Literacy	6	65
Modi Script Writing	Dept.of History	Workshop	12	50
Guidence on Compititive Examinations	Student Development Board	Workshop	6	110
Value Education	Student Development Board	Workshop	5	95
N.S.S	Rural Health Centre and Late Abasaheb Kakade Arts College	AIDS Awareness Programme	7	81
N.S.S	S.P.P.U and Late Abasaheb Kakade Arts College	Blood Donation Camp	12	35

No file uploaded.

3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	00

No file uploaded.

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

No Data Entered/Not Applicable !!!

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs

No Data Entered/Not Applicable !!!

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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
3530000	2186597

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Others	Newly Added
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Vridhhi Software	Partially	2.0	2016

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	2780	284578	85	14092	2865	298670
Reference Books	1823	308558	161	29779	1984	338337
e-Books	3135000	Nill	Nill	Nill	3135000	Nill
Journals	81	63022	18	13030	99	76052
e-Journals	Nill	Nill	6000	5900	6000	5900
CD & Video	50	Nill	100	Nill	150	Nill
No file uploaded.						

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	16	2	1	1	2	2	0	50	1
Added	26	0	0	0	0	0	1	0	0
Total	42	2	1	1	2	2	1	50	1

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Photos	http://naac.bodhegaoncollege.com/Docs/4.3.3.-Photograph-of-media-centre-Facility.pdf

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
405000	225113	605000	137201

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The institute has the following procedure for the repair and maintenance of physical, academic and support facilities: Laboratory, library, sports complex, computers, and classrooms are an unremitting procedure. The institute sanctions separate budgetary provisions every academic year for the maintenance and repairing of physical, academic and support facilities. The institute has developed well-defined guidelines and procedures for repairing and maintenance physical, academic and support facilities and to ensure the proper functioning of all these facilities. Expenditure is incurred on all the physical, academic and support facilities which are augmented and maintained through various college committees such as College Development Committee (CDC), Purchase Committee, Library Committee, Quality Improvement Committee, Building Committee, Campus Development, Gymnasium committee, National Service Committee, Student Development Board, Library committee, etc. At the outset of the academic year, all these committees insure adequate availability of resources and facilities and submit their availability and requirement reports to the principal. The management discusses the requirements and demands them accordingly so that students and faculty can have access of various facilities. Likewise, maintenance is also carried out through local servicemen. The institute insures proper availability of blackboards, lighting, and furniture in classrooms, gymkhana equipments, texts books, reference books,

article, and journals and electronic devices, etc. Upgradation of software and hardware and maintenance of ICT facilities is done by the Department of Computer Application. The institute has purchased the Vridhhi software which proves to be helpful in admission process, library information system, examination functioning, etc. The library of the institute has subscribed the INFLIBNET, e-Shodhsindhu, Shodhganga to make both students and faculty to take access of online books, journals, etc. Institute has many facilities such as library, reading room, computer labs, gymnasium, different outdoor grounds, and electronic equipments. Maintenance and utilization of these facilities is one of the important issues. Therefore principal handed over the required facilities to the concerned departments. The Head of the department has to look after the use and maintenance of these facilities. He/ she can hire a private technician as per the requirement and office pays the fees. Institute allows students and faculty members to use these facilities in the working hours under observation of the concerned department. The institute has fixed working hours for many facilities such as library, reading hall, gymnasium, etc. Institute has allowed the private use of facilities such as ground and gymnasium classroom, with at least through oral discussion and permission of the concerned head. Institute hands over the facility to the concerned authority whenever it is required. The institute successfully runs Karmaveer Bhaurao Patil Earn and Learn Scheme through which admitted needy and promising students help in maintaining and cleaning the institute campus, garden, library, etc. Also the non-teaching peon staff is appointed for housekeeping. The maintenance work related to facilities like toilet blocks, computer labs, equipment, furniture, replacement of fire extinguishers, electric work, plumbing, water-cooler facilities, water tank, etc. is maintained through local servicemen.

<http://naac.bodhegaoncollege.com/Docs/4.4.2.-Maintainance-Utilizaton-Policy.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	Scholarships	413	3472164
b) International	0	Nil	0

[View File](#)

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
N.S.S Winter Camp	12/12/2018	75	S.P.P.U and Late Abasaheb Kakade Arts College
Dr. M.R. Jaykar Employbility Skill Programme	27/09/2018	60	S.P.P.U and Late Abasaheb Kakade Arts College
Counselling and Training Programme	07/09/2018	103	LIC Office Shevgaon and Late Abasaheb Kakade

			Arts College
Professional Opportunities in Modi Script	14/09/2018	62	Late Abasaheb Kakade Arts College
Lecture on Competitive Examinations	10/08/2018	78	S.P.P.U and Late Abasaheb Kakade Arts College
Value Education	22/01/2019	95	S.P.P.U and Late Abasaheb Kakade Arts College
Yoga Day	21/06/2019	56	Late Abasaheb Kakade Arts College
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2018	Workshop on Competitive Examinations	96	Nil	Nil	Nil
2018	Counselling and Training Programme	103	Nil	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	Nil	Nil	00	Nil	Nil
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
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No Data Entered/Not Applicable !!!

[View File](#)

5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
No Data Entered/Not Applicable !!!	
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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Running	Intra-college	28
Cricket	Intra-college	37
Running, Long Jump	Intercollegiate	2
Judo Competition	Intercollegiate	1
Wrestling	Intercollegiate	3
Cross-country	Intercollegiate	51
No file uploaded.		

5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The institute frames Student Council in every academic year soon after the beginning of every academic year, Under the provisions of section 40(2)(b) of the Maharashtra Universities Act, 1994 Student Council is framed as per the rules and regulations laid down by Savitribai Phule Pune University, Pune. To advance all-adjust improvement (scholarly, expert and individual) of understudies by including them in different co-curricular and extra-curricular exercises. The institute sets up different committees and bodies for academic, administrative and infrastructural growth along with teaching and non-teaching faculties, student from each class is nominated on the committees and council keeping in mind the motive to accelerate several potentials among students. As a whole, student is the central elements in the functioning of the college, which enhances academics and the merit. Student council is the most effective committee. The council is composed of one student from each class and each faculty called as class representative (CR) student representative is also appointed on Internal Quality Assurance Cell (IQAC), national service scheme (NSS), cultural department and gymnasium. The Principal of the institute appoints two representatives from SC, ST, and OBC categories. By electing a University Representative (UR) from all the appointed representatives the student council is thus framed. The student council participates in the policy and decision making process of all academic and administrative affairs. Also the student council helps to resolve various issues and difficulties cropping

up in daily functioning of the institute. The student council can carry out new activities programmes for accelerating potentials among students. Students represents different committees such as National Service Scheme, Student Development Board, Cultural Department, Anti-raging committee, Women Grievance Redressal , Library, Gymnasium, Extra-mural Board, etc. The student council participates in the planning of collegiate and intercollegiate sports activities. The student council participates in the NSS for active representation in organising and planning of different activities such as the winter camp, blood donation, cleanliness drive, etc. The cultural department is the platform for many students to perform various activities which they possess along with their study. The Earn and Learn scheme helps students to earn and learn and to become self-dependent in the learning years of life. The students development Centre provides guidance and assistance on the issues like disaster management, employment, skill development scheme, Tree plantation, competitive examinations, youth leadership development programmes, Nirbhay Kanya Drive, etc. Student council participates in all such activities Through extra-mural board and library students are helped to access practical knowledge through lecture series and book bank, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Late Abasaheb Kakade Arts College Bodhegaon has recently established an Alumni Association under Society Registration Act on 03 oct 2018.). The association is constituted with members Executive Committee and General Body comprising of all registered members. The students who have completed UG from this institute are eligible to register as a member of the alumni association. As this is a non-professional institute, it does not intend to raise fund through this alumni association. However, institute has understood the fact that collaboration and co-operation is the key of success rather than isolated institutional services. Notwithstanding the institute has maintained its informal relations with alumni since establishment. We have also held an annual meeting for the alumni on the eve of establishment day i.e. 27th Sept of every year. These former students are always supportive to the institute for various activities that are carried out such as - National Service Camp, other Social Awareness Programs, etc. Making arrangements for the camp, Students of T.Y.B.sc have donated a refrigerator. The institute is looking ahead to raise the funds to strengthen the collaboration among the stakeholders and works effectively. Alumni also serve as representative on various institutional bodies such as College Development Committee , Internal Quality Assurance Cell, etc. Some of the activities and contributions of the Alumni Association are as follows: • Organising various events and activities on the campus and off the campus such as winter camp of National Service Scheme • Alumni contributed through organizing activities, poetry recitation, guest lectures by inviting visiting faculty and resource. • Presence of alumni on various events such the Independence Day, The Republic Day, Annual Gathering, Foundation Day so on and so forth. • Participation of alumni in seminar, conference and workshop. • The members of the Alumni Association have regular interaction with the Principal, the management, and the staff members regarding the overall development of the college. • Through the meetings alumni interact with faculty and submit their feedback on the shortcomings and suggest some measurements.

5.4.2 – No. of enrolled Alumni:

121

5.4.3 – Alumni contribution during the year (in Rupees) :

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT**6.1 – Institutional Vision and Leadership**

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The major role of the college is to establish democratic system for every stakeholder such as students, parent, teachers and non-teaching staff and others. Along with teaching -learning process in the college, guidance is taken into consideration from parents, alumni, students, and teachers. Various committee, academic bodies, advisory bodies of various Committees has the students representatives, some of the bodies such as College Development Committee has management representatives and teachers representatives and other various stakeholders like parents localities are also working on different bodies. Institute has a student council and many other committees where students are appointed as representatives. At the level of planning and implementation of complimentary activities and programmes institute includes student, parents, Local villagers and other institute who wish to work together. Keeping in mind likes and dislikes of various participants, activities and programmes are planned and executed by providing equal platform for all stakeholders. Alumni, parents, management, and students teacher, non-teaching representative are appointed on various committees for achieving the objective of participatory or all inclusive management in the decision making process. With the consent of all stakeholders, institute plans various activities and implement on it. This is how, decentralization of power and participation management is conducted. These practices are as follows: 1) The College Development Committee (CDC): The College Development Committee (CDC) has been established as per Section 97 in Maharashtra University Act in the institute. The committee is framed up of management representative, the principal, teachers' representative, non-teaching representative, students and alumni. Besides members from the management and the institute, members from local community, industry, education field are representing the CDC. At the outset of the academic year, first meeting of the CDC was held which was attended by most of the members. Some important issues such as students' admission, academic functioning, administrative functioning, institutional quality enhancement, maximum facilities for students, welfare schemes for students and staff, teachers' feedback from students, etc. were discussed and resolved. The management of the institute is participatory and decentralized in the sense that it has established CDC through which the smooth functioning is conducted. The president of the trust Navmaharashtra Shikhan Mandal Shevgaon is the chairman of the CDC. The principal of the institute is the secretary of the committee. The rest of members representative from teaching, non-teaching, students, alumni, local community, industry, education field, etc. who are at present working in the CDC. 2) Internal Quality Assurance Cell (IQAC): The institute has the Internal Quality Assurance Cell which is chaired by the principal of the institute. Mr. Shivajirao Lande works in the cell as the management representative. Two teaching faculty members are teachers' representatives, one office representative from the non-teaching faculty also work in the IQAC. Mr. S.P. Adhav is the coordinator of the cell. Representatives on IQAC are also from students, alumni, and community. The IQAC prepared the academic calendar and the institute adhered to it by decentralizing committees and departments in a participative way for the smooth functioning throughout the academic year. The IQAC decentralized

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Industry Interaction / Collaboration	Nil
Human Resource Management	In order to enhance the human resource management, the institute gives several opportunities to faculty members to do research, to publish research papers in state, national and international seminars, workshops and conferences. The institute conducts staff academy on regular basis in which each Faculty member delivers his/her special lecture on a particular topic. After his/her lecture a positive discussion takes place, which enhance human resource on the campus. Along with faculty members students are guided to participate in various activities, which as a result accelerate their potentials to pursue career in future.
Library, ICT and Physical Infrastructure / Instrumentation	Library provides online catalogs where students can search among the available books. With this software daily, monthly and annual reports can be generated. Library also provides Xerox facility, reading room, and INFLIBNET accesses, Shodhshindhu, Shodhganga accesses. This library also has the resources such as PPT prepared by our staff, videos, and lecture capturing system. This PPT's are available on college website. Any system installed must be upgraded to keep it up to date. In recent year institute has started Bachelor of Science Bachelor of Computer Application. Admissions are increased. So it becomes a part of our duty to provide upgraded IT facilities as well as infrastructure. In 2013-14 institute has purchased a 1TB Hard-Disk, in 2014-15 institute purchased computers, modem, and other facilities. In 2015-16 institutes purchased printer, pen-drive, antivirus and computers. Institute also installed LAN Network. In 2016-17 institutes provide computers with N-Computing System, LAN, Software's, CCTV, Electrical facilities, etc. In 2017-18 institutes

upgraded anti-virus, LAN port, printer, inverter batteries, printers and computers. Any system without upgradation is out of date and useless so institute is committed to upgrade its IT facilities. Through these facilities institute is trying to create techno friendly atmosphere among the staff and students. Institute has many facilities such as library, reading room, computer labs, gymnasium, different outdoor grounds, and electronic equipment. Maintenance and utilization of these facilities is one of the important issues. Therefore principal handed over the required facilities to the concerned department. The head of the department has to look after the use and maintenance of these facilities. He can hire a private technician as per the requirement and office will pay the fees.

Research and Development

The institute has set up efforts to enhance research activities on the campus. Already two faculty members have done their Ph.D. research and two out of them are Ph.D. guides. At present five faculty members are perusing their Ph.D. research. Three faculty members have done their M.Phil. Faculty members have published their research papers in state, national and international seminars, workshops and conferences. In addition to this, the institute conducts staff academy on regular basis, which spreads research ideas in an interdisciplinary way. Students are made to do projects on environmental awareness.

Examination and Evaluation

The students are the significant stakeholders in any institute providing education, and it is our undertaking to put forth all attempts to ensure transparency in all the exercises at various stages. Taking this into account the institute deals with examination-related grievances straightforwardly, effectively and in a timely manner. The examination-related grievances of the students are addressed both at the institutional and University levels contingent to the need and level of the grievances. For the most part grievances or issues associated with internal evaluation are resolved at the institutional level and grievances associated with external

evaluation are forwarded to the S. P. Pune University, Pune. The institute regularly follows the guidelines frequently laid down by the University for redressal of grievances. The institute displays its code of conduct for examination in the prospectus and the web-portal. Also students are frequently informed about the code of conduct either orally or on notice boards before and during the examination period. The institute has framed hearing committee comprised under the chairmanship of the principal to investigate the issue and suggest suitable measures to be taken reasonably, straightforwardly and within the stipulated time limit. The Examination Committee prepares the schedule through its meeting and is thus put off on the notice board and communicated to students before the commencement of the examination. As far as the grievances regarding practical examinations are concerned, they are redressed immediately by the Examination Committee and the concerned faculty members. The institute conducts Central Assessment Programme (CAP) as per the regulation laid down by the university. With the view to maintain transparency in Internal Examination, answer papers are shown to students in post assessment period in case any student is found to be dissatisfied with the assessment and further clarification is carried out immediately. The Examination Committee appoints An internal squad for internal examination. Evaluation is the key of any education system It becomes more important when the institution alter the traditional written examination which is nothing but a memory test. It becomes more important when the recently established institutes are trying to avoid monotonous annual examination system i.e. memory test. In order to bring a variety, we must train the staff to make the examination system familiar to the students. Therefore the institute decided to display the minute details of internal examination system on its web-portal. It is also available in library and the concerned department. Faculty member held an informal sessions with the students to address the queries and the

curiosity of students. Faculty members are asked to consider the students' opinions about the possible options to conduct internal examinations. Regularity of the students and their demeanour was also taken in to account during the continuous internal evaluation system. After the internal examination, result will be declared within a seven (7) days. Faculty members display the mark list on the notice board. Faculty members unanimously decided to conduct the internal exam by roll number rather than by name. We also analyse results and send the reports to the management. The institute has planned the tentative schedule for the internal examination, supplementary examinations to conduct accordingly. Students are allowed to make an appeal for the reassessment and revaluation. The Principal arranges the review meeting for the result. Faculty members asked to submit their progress report (result) in the meeting. We have also introduced Choice Based Credit System in short (CBCS) for the newly started Bachelor of Computer Application in short (BCA) and semester system for Bachelor of Science. The institute also maintains variety in internal evaluation system such as objective test, oral exam, seminar, projects and practicals, MCQ, etc. Subject teachers share with students the nature of internal examination and topics to be covered.

Teaching and Learning

The institute conducts the teaching-learning process with use of lecture method, group-discussion method, seminar and workshop computer-assisted language learning, project method, Deductive - Inductive Method, Problem Solving Method, Demonstration method, etc. Deliberation on various topics, concepts, theories, point of views, values. Grouping of students is arranged for better understanding of students. Use of computers to show the audio, video, images, graphs, P.P.T., films, etc. Teacher can assign various projects after giving complete information. Here students will get direct experience on the field. Teacher can pose a problem and students are expected to solve the problem. Direct experience to the students will make the difference on his learning. After

demo a student will feel confident to do the practicals skillfully.

Curriculum Development

The IQAC prepares the academic calendar. The faculty members are briefed on the academic activities of the college on the first meeting of the commencement of every academic year. Faculty members prepare term-wise teaching plan at the beginning of every term/semester. Each teacher is provided with an academic diary containing in which he/she updates timetable, workload, Annual/Semester teaching plan, actual teaching units, daily teaching plan, and academic and administrative committee responsibilities. The timetable committee prepares a general timetable. For the effective transmission and delivery of curricula, faculty members integrate classroom teaching with various ICT tools, laboratory practicals, students seminars, tutorials, question papers solving, research projects, field survey, etc. For the upgradation of subject-related knowledge, institute organizes seminars, conferences, and workshops. For the effective curriculum delivery, teachers use participative, problem solving and student-centric learning methods. Faculties effectively and creatively use PPTs, video lectures, models, charts. The institute organizes guest lectures, expert lectures of eminent academicians for the effective curriculum delivery. Institute also provides special guidance to the slow learners under the Special Guidance Scheme of S. P. Pune University, Pune. Library provides INFLIBNET, e-journals, Database, Shodhganga, , Book Bank facility etc. The Institute also provides departmental library and 10 mbps internet connectivity with campus Wi-Fi facility to the students and the teachers for effective teaching-learning.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area

Details

Planning and Development

Planning Development: Electronic resources are regularly used for organizing various activities and preparing reports. Similarly Electronic resources are used to frame policies of the institute. For example, the

academic annual calendar is the institutional website available-<http://naac.bodhegaoncollege.com/Docs/ANNUAL20PLAN202018-19.pdf>. In addition the vision, mission and the strategic plan is available on the institutional website so that it can be easily accessible to different stakeholders. In addition, reports of various activities are made available through email. For, development related activities e-resources are used to communicate on university and government levels.

Administration

Administration: In order to ensure effective and smooth administration of the institute, the daily functioning is conducted through the use of computer. It includes preparing benefits of students' identity cards, various certificates, feedback forms so on and so forth. Use of computers and internet is done regularly for the administration of the institute. Tally software is used for regular financial transactions. With the use of computer, payments of faculty and relevant documents are prepared and distributed. Also internal audit is also done through use of computer. Institutional website displays composition of IQAC, AQARs previous years, self-study report, minutes of the meeting and compliance to the decisions taken. The institutional website displays for the academic calendar, students feedback and some other things. Institution make use of Vridhhi software for the administrative and library functioning.

Finance and Accounts

Finance and Accounts: The entire financial and administrative functioning of the institute is done through the use of vridhhi software in which admission fees of students examination fee etc. are accepted and students are given receipts of their submission through this software. The general register of students is prepared with use of the software. Further, the daily expenditure of the institute, outgoing documents and account, etc. things are performed through the use of computers. The annual finance and accounts report is prepared this technique. The budget of financial expenditure and report of financial audits have been made

available on the institutional website.

Student Admission and Support

Student Admission and Support: The institute carries out the process of students' admission and support through e- governance. The institute uses Vridhhi Software for online admission. The admission criterion for students is 'first come, first served basis' abiding to the rules of the reservation policy updated time to time. Students' applications for various scholarship and other economic benefits are accepted from governments MAHADBT, NSP etc. portal by using e-governance, the institute is committed to avail students' economic benefits as per government rules. The institute has uploaded its prospectus on its web portal which provide guidelines to students and parents about the admission process.

Examination

The institute conducts the functioning of examination through e- governance as per the norms and policies of University. The University declares the schedule to fill the online application examination forms. After the application process is over, the university declares examination time table and the institute can generate students examination hall tickets through university portal. As per university time table question papers is uploaded on university web portal and institute has to download by using an OTP before 45 minutes of commencement of paper. The internal marks entries are to be uploaded by respective teachers on university web portal. From the last date of examination the university declares online result upto the period of 45 days.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
View File				

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
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No Data Entered/Not Applicable !!!

No file uploaded.

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Online Refresher Course in English Language Teaching through SWAYAM	2	01/11/2018	28/02/2019	90
Faculty Development Programme	1	21/12/2018	28/12/2018	08
No file uploaded.				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nil	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
G.P.F, D.C.PS ,Medial reimbursement,Loan facility from Gangotri	G.P.F, D.C.P.S, Person,Loan from teacher society,Medial reimbursement,Loan facility from Gangotri	Various Scholarships, Accidental Benefit, Admission fees installment

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Auditors from the Joint Director's office, Higher Education Department, conducts external audit. This department issues circular, gives schedule and invites the institutes for audit. However, the institute conducts the internal audit regularly. For example, the institute has to utilize the grants sanctioned by various bodies. The institute also submits the utilization certificates and audited statements to the funding authority. Apart from that, the institute also conducts its regular audit of the expenditure made for the various schemes and sections. Bodies and the committees that conduct the audit by a private auditor are as follows: Examination Section, Student Development Office, National Service Scheme, grants under Quality Improvement Scheme and

even expenditure incurred on other functions of the institute. The management has appointed accountant who checks the institute account monthly. So far, no issues or queries were raised in case of external or internal audits. In case of queries or issues, concerned authorities present explanation and supportive documents.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Navmaharashtra Shikshan Mandal Shevgaon	169500	Miscellaneous expenses
No file uploaded.		

6.4.3 – Total corpus fund generated

2408

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Late Abasaheb Kakade Arts College Bodhegoan
Administrative	No	Nil	Yes	Late Abasaheb Kakade Arts College Bodhegoan

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1) Parents Meeting 2) Parents Feedback 3) Cooperation of Parents for organizing N.S.S Camp, etc.
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6.5.3 – Development programmes for support staff (at least three)

Nil

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1.LED Television 2.State district level seminars. 3.Computer, WiFi, xerox machine, LED projectors, CCTV surveillance. 4.purchased Sports equipment 5.organized Sports events 6.Ladies gents toilets, construction, Extension of building 7.Solar panel set up, (10kv) Institute organizes a soft skill development program Institute has started a newly Bachelor of Science Bachelor of computer application. IT facilities up gradation – LAN, others. E-governance in admission, examination, library, finance, accounts, etc. Awareness programs on legal provisions for women, anti-ragging etc. Competitive exam/career guidance program: 1.Fire extinguisher 2.CCTV Cameras 3.Anti-Ragging committees 4.Women grievance redressal committee 5.Helpline numbers 1.E-content, INFLIBNET facility, Internet, shodhganga, shodhsindhu, journals. 2.Reading Hall.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No

c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Guest Lecture on Academic Administrative Audit	12/09/2018	12/09/2018	12/09/2018	22
2018	Guest Lecture on Teaching Methodology	04/10/2019	04/10/2018	04/10/2018	18
2018	Parents Meet	21/09/2018	21/09/2018	21/09/2018	55
2018	Alumni Association	22/12/2018	22/12/2018	22/12/2018	40
2019	State Level Seminar on Agriculture Productivity	17/01/2019	17/01/2019	18/01/2019	70
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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Health Literacy	05/01/2019	05/01/2019	44	21
Empowerment of Women	08/03/2019	08/03/2019	65	Nill
Self Defense	28/02/2019	28/02/2019	68	Nill
Women Health	08/03/2019	08/03/2019	62	Nill

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
10 KV

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Ramp/Rails	Yes	2
Scribes for examination	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	1	1	13/12/2018	01	Defecation Free Village	01	75
2018	1	1	14/12/2018	01	Cleanliness	01	75
2018	1	1	15/12/2019	01	Jalyukta Shivar	01	75
2018	1	1	16/12/2019	01	Eradication of Superstition	01	75
2019	1	1	17/01/2019	02	Agriculture Productivity	01	52
2019	1	1	11/01/2019	01	Competitive Examination	01	96
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Institutional Prospectus	15/06/2018	The institute prepares the annual prospectus which highlights essential details of several facilities existing on the campus. The institute published its prospectus on 15 June 2018. The prospectus gives details of human values and professional ethics code of conduct for various stakeholders such as students, teachers, non-teaching, parents, etc. These professional ethics and code of conduct are supposed to be regularly practiced and nurtured. Therefore the institute organised different activities such as gender

equity programs, personality development programme, and several such others through which these ethics and values are inculcated among students, teaching and non-teaching faculty and parents.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Workshop on Value Education	22/01/2019	22/01/2019	95
N.S.S Winter Camp	12/12/2018	18/12/2018	75
Birth Anniversary of Mahatma Gandhi	02/10/2018	02/10/2018	123
Republic Day	26/01/2018	26/01/2018	164
Independence Day	15/08/2018	15/08/2018	176
Tilgul Programme	16/01/2019	16/01/2019	59
Raksha Bandhan	27/08/2019	27/08/2019	126
Teachers Day	05/09/2018	05/09/2018	106
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Plantation of 86 Neem Trees, 18 Peepul Trees, and Bunyan 25 Tree 2) Use of Bicycle on the campus 3) Vermi-compost 4) Plastic Free Campus 5) Use of Public Transport 6) Installation of 10 K.V Solar System

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 Title- One Day Workshop on Modi Script On 14th September 2018
Late Abasaheb Kakade Arts College Bodhegaon organized a one day workshop on Modi script entitled Opportunities in the Profession of Modi Script Goal: ? To Impart knowledge of Modi script to students ? To take efforts for research in Modi script ? To Inform students about the opportunities in the profession of Modi script ? To Explain the significance of Modi script in the research of history The Context The department of history of Late Abasaheb kakade Arts College always organizes innovative programs for the all-round development of students. One of such innovative programmes was the organization of a workshop on The Opportunities in the Profession of Modi Script. The Practice The department of history organized a one day workshop on 14th September 2018 entitled Opportunities in the Profession of Modi Script. Prof. Dr Ashok Kanade from Babuji Avhad College, Pathardi and the head of the history department Prof. Sandeep Shirsat from Sri Dnyaneshwar College Newasa were invited as resource persons to address this workshop. Principal of the institute Dr M.K. Fasale welcomed resource persons and introduced this workshop to participants. Both students and faculty members attended this workshop. Prof. Dr. Ashok Kanade who through is extensive and thought -provoking lecture mentioned that it is very necessary to have the knowledge of the Modi script in order to know and study the depth of history. He also mentioned that one could not progress in the subject of history if he or she lacks the knowledge of Modi. He further emphasized upon the use and importance of moral script from the Yadav period to

the British period in India. After his extensive lecture, participants asked him several questions related to the use of Modi script and he answered them with ample references available in different libraries in India. Prof. Sandeep Shirsat addressed the second session of this workshop. He gave a Power Point Presentation to the participants. Through his Power Point Presentation he displayed letters and alphabets of the Modi script and made students practice these letters and alphabets. Through his presentation he focused on the periodic changes that took place in the use of Modi script from the mediaeval period to the modern period. His presentation was very innovative and students found it very interesting. Some students also showed their interest in learning Modi script considering it as a hobby or a profession, which can be practiced in future. Most of the participants asked questions during and after presentation. He guided students extensively on the knowledge and use of the Modi script.

Evidence of Success: After the workshop was over, students appeared to be very happy and satisfied. Some students showed interest in pursuing the course ahead in future. Through oral discussion students discussed with faculty members that such programmes should be arranged so that they can develop various potentials among themselves. This one day workshop on The Opportunities in the Profession of Modi became so successful that around 62 students of the institute attended this program with great interest. A kind of feedback, which students submitted to faculty members, was also very positive.

Problems Encountered and Resources Used: One of the major problems which was found in the beginning of the workshop that students were not earlier so much interested in attending this workshop because students were quite unknown about the use and opportunities of Modi script in the profession. The seminar hall of the institute is not so much commodious therefore institute faces problem in organizing search program where participants can sit properly. Resources like seminar hall, library books, sound system, computer, projector, etc. were used.

Best Practice 2 Title- A One Day Guidance on Competitive Examinations The Lifelong Learning and Extension Department of Savitribai Phule Pune University and Late Abasaheb Kakade Arts College Bodhegaon jointly organized a one day workshop on The Guidance on Competitive Examinations on 11 January 2019. For this workshop Gopal Saindhane, the coordinator and director of the Unique Academy Pune, Ahmednagar Branch, Prof. Chandrakant Gore were invited as resource

Goal ? To inform students prepare for various competitive examinations
 ? To reduce Inferiority complex among students about various competitive examinations.
 ? To create the confidence among students to prepare for competitive examinations.
 ? To resolve various issues related to competitive examinations.
 ? To direct students towards various opportunities through competitive examinations.

The Context Students of both B.A and B.Sc. faculties after graduation tend to go towards different competitive examinations however they find a lot of problems in studying and preparing of examinations. The institute recognized this dire need of students and brought about an innovative workshop through which students could get a proper direction to prepare for various competitive examinations. Both B.A and B.Sc. faculties are non-professional therefore preparing for competitive examinations and achieving a good career has become the better option for students. Therefore, like every year this year institute organized a one day workshop to orient students for various competitive examinations. The Practice The coordinator of this workshop Prof. Dilip Thombe introduced the theme of the workshop to students. He mentioned that teaching, research and extension of knowledge are the goals of both University and the institute and keeping this motive in mind our institute has organized this one day workshop on the preparation of various competitive examination. He also mentioned that todays world is that of competition and one should not lag behind the competition. After the introduction resource persons were felicitated. Prof. Chandrakant Gore delivered his extensive lecture on various competitive examinations. He highlighted the fact that students from rural area are more enthusiastic to prepare for competitive examinations

compared to those of urban areas therefore if they work hard they definitely get success in any of competitive examinations. He stressed on the goal fixing of students. I told students to keep two types of goals that are short term goal and long term goal. Along with the determination that strong will-power, continuity in study, hard work, positive attitude, confidence, reading of newspaper, group discussion, etc. should be implemented among students so that they can prepare properly. Father he told that students should face different competitive examination fearlessly. Through his extensive lecture, he informed students on advertisements of various seats in competitive examinations, features of competitive examinations, preliminary examination, main examination interview, different reference books, newspapers, supplementary material and total marks of the examination. After his speech was over students asked in several questions which he answered and satisfied the participants. Prof. Gopal Saindhane, the coordinator of the Unique Academy Pune addressed the second session. He also emphasized upon confidence, strong will-power, etc. to achieve success in any competitive examination. His major focus of his lecture was on the psychological condition of students during the preparation of competitive examinations. The principal of the college Dr M.K. Fasale guided students on competitive examination and gave them good wishes to prepare. Total 96 students participated in this workshop. Along with this workshop, the institute has also organized one more activity regarding various competitive examinations in which the institute and Bharati Vidyapeeth Pune jointly conducted examination and declared results of students. Evidence of Success: This program proved to be very successful to students of the institute as the students are all from rural areas. This workshop helped students to decrease inferiority complex and to increase confidence to prepare for various competitive examinations. Students were informed on different issues related to competitive examinations and their several problems were resolved during this program. Problems Encountered and Resources Generated At the outset of the workshop, some students felt it very reluctant to attend this it, as they were unaware of the benefits of such programs. Some students were not interested in preparing for the examinations therefore they were not ready to go for competitive examinations. The seminar hall of the institute is not so much commodious and some students found it very difficult to attend the workshop. Sound system of the institute, seminar hall, computer, projector, table, chairs were used as resources.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<http://naac.bodhegaoncollege.com/Docs/Best%20Practices%202018-19.pdf>

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Keeping in mind the motive to provide facility of higher education for children in the surrounding, Late Abasaheb Kakade Arts College was established in 1997 through critical situation. As a result, thousands of students could pursue their bachelor degree education of Arts faculty. Bodhegaon is situated in the east region of Shevgaon tehsil, which is usually a drought-ridden and economically backward zone and therefore much of the population used to migrate for employment and livelihood as cane-cutters. Due to continuous migration it was very inconvenient for children to peruse higher education. The institute was established taking into account this need. It was the need of the hour to create an efficient alternative to the arts faculty (B.A) and hence the management took the positive initiative by introducing Bachelor of Science (B.Sc.) course from the academic year 2014-15. Today's world is that of computer and technology and students should be efficient catching up with the time, therefore from the academic year 2016-17 the management has taken another

positive initiative by commencing the faculty of Bachelor of Computer Application (B.C.A Science) which is attracting students with fair interest. Now the faculty in the institute is providing multiple alternatives to students for perusing higher education. The institute has also provided the facility of courses like MSCIT on the campus, which helps students to become computer literate. Along with this, the institute also runs a center for competitive examinations in which students are made to prepare for various examinations of class II and class III posts. In addition to the intellectual development of students, the construction of gymnasium (Talim) is available on the campus. Management of the institute are attempting to provide most of facilities to students, which are probably available in city colleges such as state-of-the-art building, well equipped library, gymnasium, etc. The institute conducts 'Earn and Learn scheme', which benefits to needy and promising students to earn and learn on their own. Dr. M.R. Jaykar Employability Skill Programme is organized in the institute for third year students of B.A and B.Sc in which important topics like interview skill, personality development, presentation skill English communication, and SWOC analysis are emphasized to train students professionally. With the view to raise inspiration for learning among students, prize scheme is conducted for children of cane-cutters. The college ground is used for practice in anticipation of recruitment in various factors like police, army, etc. Many students so far have been benefitted from the availability of this ground on behalf of the gymnasium of the college 'Yoga and Dhyana Dharana camp' is conducted. Through student's development board, schemes such as student personality development, Zonal level leadership programme, guidance for competitive examination, workshop on disaster management and training, workshop on small-scale industry, zonal level oratory competition, special guidance scheme, etc. Through the NSS blood donation camp, road safety drive, poster competition, etc. have been undertaken also voter's awareness programme was organized. On behalf of the department of library, scripture demonstration was held. The department of physical

Provide the weblink of the institution

<http://naac.bodhegaoncollege.com/Docs/Institute%20Distinctive.pdf>

8.Future Plans of Actions for Next Academic Year

The institute plans following things to undertake during the next academic year.

- 1) To undertake Academic Administrative Audit In response to the initiative of the National Assessment and Accreditation Council (NAAC), Late Abasaheb Kakade Arts College Bodhegaon is planning to undertake the Academic Administrative Audit to improve the quality through different levels and to maintain its sustainability. The institute looks forward to nurture quality-oriented academics through a strong administrative background. The institute considers such kind of audit will surely help to increase the quality assurance and enhance academic activities. In addition, the institute is striving to enhance the efficiency and effectiveness in the administrative procedure.
- 2) To organize a workshop on the Use of ICT in Teaching- Learning Process: The use of ICT helps teachers to interact with students, to prepare their teaching material, to implement innovative teaching-learning methods, to provide feedback so on and so forth. Keeping this motive in mind the institute is planning to organize a workshop on it.
- 3) To organize a workshop for the non-teaching staff: Along with the professional development of the teaching faculty, the institute is planning to organize a workshop for the non-teaching faculty next year. The workshop will emphasize upon the upgradation of technical knowledge, office documentation, audits, etc. of the clerical staff.
- 4) To introduce certificate/ diploma courses: As the institute is an affiliated to a university, it has some limitations to develop skills among students. Therefore, through a few certificate and diploma courses the institute hopes to enrich students with professional and employability skills. The institute plans to introduce courses for example

communication skills in English, computer literacy, etc. 5) To create new institutional web-portal: At present the institute has hired private service to maintain the institutional web-portal. However it has some limitations, as it is a paid service and has to pay the maintenance cost. Now the institute is planning to purchase its own domain so that it would be easier to upload more institutional data and both faculty and students can access it. 6) To enhance research activities on the campus: The institute is planning to enhance research activities on the campus so that both faculty and students should do research activities like minor research project, participation in various research activities AVISHKAR that is conducted by Savitribai Phule Pune University. More Faculty members are encouraged to pursue their doctoral research. 7) To publish research papers in UGC-CARE Listed Journals In order to enhance research and academic quality in higher education the faculty the management of the institute is encouraging its faculty members to publish more number of research papers in UGC-CARE Listed Journals. This kind of publication benefits to both respective faculty and the institute. 8) To sign MoUs of National importance The institute is planning to sign functional MoUs with some agencies having national importance, which will benefit it through sharing of resources and continuous dialogue. The institute looks forward to upgrade its academic and administrative quality through signing MoUs. 9) To conduct innovative