

**THE ANNUAL QUALITY ASSURANCE REPORT
(AQAR) OF IQAC FOR THE
ACADEMIC YEAR 2013 – 14**

Submitted to

**NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL**

(An Autonomous Institution of the University Grants Commission)

BANGALORE – 560 010

By

Shri. Mouni Vidhyapeeth's

**KARMAVEER HIRE ARTS, SCIENCE,
COMMERCE AND EDUCATION COLLEGE,
GARGOTI**

Ht. Murlidhar Nagar, Gargoti, Tal - Bhudaragad,

Dist - Kolhapur – 416 209 MAHARASHTRA

(Affiliated to Shivaji University, Kolhapur)

Phone No. (02324) 220076

Website: www.khcollege.ac.in

E-mail: naackhc@gmail.com

THE ANNUAL QUALITY ASSURANCE REPORT (AQAR) OF IQAC:

All NAAC accredited institutions will submit an annual self-review progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the academic year. For example, July 1, 2013 to June 30, 2014)

PART - A

1	Details of the Institution	:	
1.1	Name of the Institution	:	Karmaveer Hire Arts, Science, Commerce and Education College
1.2	Address Line 1	:	Hut. MurlidharNagar,
	Address Line 2	:	
	City/Town	:	GARGOTI
	State	:	MAHARASHTRA
	Pin Code	:	416209
	Institution e-mail address	:	khcgargoti@rediffmail.com
	Contact Nos.	:	02324 – 220076
	Name of the Head of the Institution	:	Dr. Rajaram Shamrao Kamble
	Telephone No. with STD Code	:	02324 - 220699
	Mobile	:	07798861215
	Name of the IQAC Co-ordinator	:	Dr. S. A. Vhanalakar
	Mobile	:	07588577082
	IQAC e-mail address	:	naackhc@gmail.com
1.3	NAAC Track ID (For ex. MHCOGN 18879)	:	
1.4	NAAC Executive Committee No. & Date:	:	EC/62/RAR/139 dated 05-01-2013
1.3	Website address	:	www.khcollege.ac.in
	Web-link of the AQAR	:	http://khcollege.ac.in/iqac/aqar/

1.6. Accreditation Details :

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	-	2004	2009
2	2 nd Cycle	B	2.56	2012	Jan 2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7. Date of Establishment of IQAC:

15.06.2012

1.8. AQAR for the year

2013 – 14

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

i AQAR 2012-13 ----- (DD/MM/YYYY)

1.10. Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant Aid UGC 2 (f) UGC 12 B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Commerce Science Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (for the Colleges) **Shivaji University, Kolhapur, M.S.**

Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University	<input type="text" value="NO"/>		
University with Potential for Excellence	<input type="text" value="NO"/>	UGC-CPE	<input type="text" value="NO"/>
DST Star Scheme	<input type="text" value="NO"/>	UGC-CE	<input type="text" value="NO"/>
UGC-Special Assistance Programme	<input type="text" value="NO"/>	DST-FIST	<input type="text" value="NO"/>
UGC-Innovative PG programmes	<input type="text" value="NO"/>	Any other (specify)	<input type="text" value="NO"/>
UGC-COP Programmes	<input type="text" value="NO"/>		

2. IQAC Composition and Activities

2.1. No. of Teachers	<input type="text" value="15"/>
2.2. No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3. No. of students	<input type="text" value="03"/>
2.4. No. of Management representatives	<input type="text" value="01"/>
2.5. No. of Alumni	<input type="text" value="01"/>
2.6. No. of any other stakeholder and community representatives	<input type="text" value="00"/>
2.7. No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8. No. of other External Experts	<input type="text" value="00"/>
2.9. Total No. of members	<input type="text" value="23"/>
2.10. No. of IQAC meetings held	<input type="text" value="02"/>
2.11. No. of meetings with various stakeholders	

No. Faculty

Non-Teaching Staff Students Alumni Student

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

If yes, mention the amount

2.13. Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="-"/>	International	<input type="text" value="-"/>
National	<input type="text" value="-"/>	State	<input type="text" value="-"/>
		Institution Level	<input type="text" value="-"/>

ii Themes

2.14. Significant Activities and contributions made by IQAC

IQAC recommended conduction of workshops, seminars, symposium and quality related activities.

2.15. Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year

Plan of Action	Achievements
To celebrate the days	Various days were celebrated by college on occasion of scientists birth anniversary, writers anniversary, national days, teachers day etc.
To arrange Guest Lectures	Various departments organized guest lectures of expert persons for knowledge sharing
To conduct Various Functions	Science and education Departments organized various functions with involvement of students

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

- 2.16. Whether the AQAR was placed in statutory body Yes No -
- 2.17. Management Syndicate - Any other body -

Provide the details of the action taken

The Governing Body, Local Managing Committee of the college is authority to look after the AQAR. This was placed before the committee for approval.

PART – B
CRITERION – I

1. Curricular Aspects:

1.1. Details about Academic Programmes :

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / COC programmes
PhD				
PG	01			
UG	05			
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	06			
Interdisciplinary				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	

1.3 Feedback from stakeholders* (On all aspects)

Alumni	<input type="checkbox"/>	Parents	<input type="checkbox"/>
Employers	<input type="checkbox"/>	Students	<input checked="" type="checkbox"/>
Mode of feedback :	Online	Manual	<input checked="" type="checkbox"/>
	Co-operating schools (for PEI)		<input type="checkbox"/>

*Please provide an analysis of the feedback in the Annexure

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

NIL

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

- NIL -

CRITERION – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Principal	Librarian
53	43	08	01	01

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

15

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	18	00	00	00	00	00	00	02	18

2.4. No. of Guest and Visiting faculty and Temporary faculty

CHB: 39

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars Workshops	08	66	16
Presented papers	08	60	14
Resource Persons	00	01	01

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

Presentation of Papers by students, field trips are organised. Moot Court is organised for students. Use of audio- visual aids, case method, seminar method for students.

2.7. Total No. of actual teaching days during this academic year :

210

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

Examination and evaluation system as per the recommendations of Shivaji University. The university is following Bar Coding, Photocopy System.

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

02

2.10. Average percentage of attendance of students

86.23

2.11. Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division			
		Distinction %	I %	II %	III %
B. A.	226	24.32	28.69	21.00	18.24
B. Com.	120	33.44	24.04	20.43	15.68
B. Sc.	98	29.93	33.44	21.09	8.08
B. A. B. Ed.	48	30.78	28.69	27.08	7.13
B. C. A.	09	11.11	66.67	22.22	0.00

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

The IQAC encourages teachers as well as students in academic curricular and extra-curricular activities. It plays a motivating role to reach academic excellence.

2.13. Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	01
UGC – Faculty Improvement Programme	00
HRD programmes	00
Orientation programmes	04
Faculty exchange programme	00
Staff training conducted by the university	00
Staff training conducted by other institutions	00
Summer / Winter schools, Workshops, etc.	00
Others	00

2.14. Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	30	13	00	00
Technical Staff	01	00	00	00

CRITERION – III

3. Research, Consultancy and Extension

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

The IQAC encourages the Teaching Staff for participating in National, International and State Level Conferences / Workshop for research paper presentation. It encourages them to write Research Articles in peer reviewed journals.

3.2. Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	00	00	00
Outlay in Rs. Lakhs				

3.3. Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	00	01	00	02
Outlay in Rs. Lakhs	00	125000		

3.4. Details on research publications

	International	National	Others
Peer Review Journals	27	30	00
Non-Peer Review Journals	00	00	00
e-Journals	00	00	00
Conference proceedings	00	13	00

3.5. Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects	2012-13	UGC	125000/-	125000/-
Interdisciplinary Projects				
Industry sponsored				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total			125000/-	125000/-

3.7. No. of books published

i) With ISBN No. Chapters in Edited Books
 ii) Without ISBN No.

3.8. No. of University Departments receiving funds from

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

3.9. For colleges

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

3.10. Revenue generated through consultancy**3.11. No. of conferences organized by the Institution**

Level	International	National	Sate	University	College
Number	-	-	-	03	02
Sponsoring agencies	-	-	-	University	College

3.12. No. of faculty served as experts, chairpersons or resource persons**3.13. No. of collaborations**

International National Any other

3.14. No. of linkages created during this year**3.15. Total budget for research for current year in lakhs:**

From Funding agency From Management of University/College
 Total

3.16. No. of patents received this year

Type of Patent		Number
National	Applied	NIL
	Granted	
International	Applied	
	Granted	
Commercialised	Applied	

3.17. No. of research awards/ recognitions received by faculty and research fellows of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18. No. of faculty from the Institution who are Ph. D. Guides and students registered under them

Guide: 05 Students: 09

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

10

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

JRF SRF Project Fellows Any other

3.21. No. of students Participated in NSS events:

University level State level
National level International level

3.22. No of students participated in NCC events:

University level State level
National level International level

3.23. No. of Awards won in NSS:

University level State level
National level International level

3.24. No. of Awards won in NCC:

University level State level
National level International level

3.25. No. of Extension activities organized

University forum College forum
NCC NSS Any other

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

i) Institutional Social Responsibility Programme:

- The past students of the College who were selected as Judicial Magistrate I Class were Felicitated.
- Under the heading of "Road safety Campaign 2014" a programme was arranged in association with Traffic Police Office, Kolhapur.

ii) Extension Activities:

- Legal Literacy Camps were conducted

CRITERION – IV

4. Infrastructure and Learning Resources

4.1. Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	33056 Sq.ft	--	--	33056 Sq.ft
Class rooms	20	--	--	20
Laboratories /Moot Court Hall	09	--	--	09
Seminar Halls	01	--	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	1.17	0.06	--	1.23
Value of the equipment purchased during the year (Rs. in Lakhs)	5.24	5.54	--	10.78
Others (Principal Room, Office Room, Staff Room, Library & Ladies Room)	06	--	--	06

4.2. Computerization of administration and library.

Computerized Data-Entry and Digitalization process continued with the existing computers.

4.3. Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	10576	1637473	765	197809	11341	1835282
Reference Books	54895		470		55365	
e-Books						
Journals	100	31000	30	11409	130	42409
e-Journals						
Digital Database						
CD & Video	60	4500	10	1000	70	5500
Others (specify)						

4.4. Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	82	02	02	00	01	01	04	00
Added	00	00	00	00	00	00	00	00
Total	82	02	02	00	01	01	04	00

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

- Internet browsing is made available to students in science labs.
- Students can avail of internet facility in the Library.
- Power Point Presentation facility for conducting various programmes.

4.6. Amount spent on maintenance in lakhs :

i	ICT	7.22
ii	Campus Infrastructure and facilities	2.89
iii	Equipments	5.60
iv	Others	17.40

4.7. Others:

CRITERION – V

5. Student Support and Progression

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

- IQAC published academic calendar to provide necessary college information.
- Notices are displayed on notice board.
- Students promoted to participate in NSS and NCC.
- Sports facilities are made available to students after college time.

5.2. Efforts made by the institution for tracking the progression

- The Institution has taken more efforts for implementation of student activities which is reflected in the Plan of Action.
- Regular meetings were conducting with teaching staff, non-teaching and students for suggestions to improve.

5.3. (a) Total Number of students

UG	PG	Ph. D.	Others
1789	60	09	00

(b) No. of students outside the state

	Men	Women
No	--	--
%		

(c) No. of international students

	Men	Women
No	--	--
%		

Year	General	SC	ST	OBC	SBC	VJNT	Physically Challenged	Foreign Students	Total
Last Year	1520	112	00	74	00	14	00	00	1720
This Year	1593	114	00	68	00	14	00	00	1789

Demand ratio

Dropout % :

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

- Competitive examination cell conducted aptitude test for the preparation of examinations.
- College starts competitive exam book library for students.
- College has been selected as tahsil exam preparation centre by government..

No. of student beneficiaries

5.5. No. of students qualified in these examinations

NET SET/SLET GATE CAT
 IAS/IPS etc State PSC UPSC Others

5.6. Details of student counselling and career guidance

- A student counselling cell has been established to guide students at the time of admission.
- A separate cell works for Placement and Career guidance.

No. of student beneficiaries

5.7. Details of campus placement -NIL-

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

5.8. Details of gender sensitization programmes -NIL-

- Meetings with the medical practitioners and advocates on various issues relating to gender sensitization have been conducted for sensitizing the women.
- Guest lectures has been conducted by the college for gender sensitization.

5.9. Students Activities**5.9.1. No. of students participated in Sports, Games and other events**

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level
 Cultural: State/ University level National level International level

5.10. Scholarships and Financial Support

Details	Number of students	Amount Rs.
Financial support from institution		
Financial support from government	336	786740
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11. Student organised / initiatives

Fairs: State/ University level National level International level
Exhibition : State/ University level National level International level

5.12. No. of social initiatives undertaken by the students

5.13. Major grievances of students (if any) redressed: Issue regarding parking of vehicles is redressed.

CRITERION – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution

Vision:

- Rural reconstruction through education and education through rural reconstruction
- To be a frontline institution
- To act as catalyst in dissemination quality education keeping in view the changing global perspective

Mission:

- To enable the students to achieve good opportunities
- To provide modern, electronic, technical educational gadgets for quality enhancement
- To provide basic and advanced sports facility to inculcate the quality of awareness towards the duties of the society

6.2. Does the Institution have a management Information System

No

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

6.3.1. Curriculum Development

Curriculum Development Authority is BOS of Shivaji University, Kolhapur and our Senior Teachers participated in undergraduate and post graduate curriculum.

6.3.2. Teaching and Learning

In order to make effective teaching and learning process effective:

- Various methods of ICT are undertake
- Group discussions
- Seminars
- Poster presentations

6.3.3. Examination and Evaluation

- The college conducts the semester examinations as per guidelines and schedule of the affiliating university.
- Internal examinations are conducted.
- Seminars and assignments
- Surprise test, Open book test were taken

6.3.4. Research and Development

- The college has a research committee to motivate the teachers to undertake research.
- The college encourages the students to carry out small research projects under the supervision of teachers.

6.3.5. Library, ICT and physical infrastructure / instrumentation

- Library is updated with latest books. Infrastructure is developed to the possible extent.
- ICT : LCD projectors, desktops, laptops, printers, internet switches, dot matrix printers, UPS, power generator, application software and system softwares.
- Physical Infrastructure : college has sufficient infrastructure including principals cabin, vice principal cabin, administrative hall, faculty room, ladies room, meeting hall, class rooms, gents and ladies toilet, boys hostels, ladies hostels, computer lab, library, reading room, internet facility etc.

6.3.6. Human Resource Management

All faculty members are involved in different activities like seminar, paper presentation and book writings and article publication.

All staff and students were involved in college developmental activities.

College implements various activities with the help of staff and student.

6.3.7. Faculty and Staff recruitment

- Vacant posts are filled as per the rules and regulations. Proper care is taken in the selection process for kipping quality in the appointments. Proposal for vacant posts for recruitment has been sent to the Government and University.
- Clock Hour Basis teachers have been appointed as per the workload per year.

6.3.8. Industry Interaction / Collaboration

Collaboration with local industry

6.3.9. Admission of Students

Students are admitted on merit base by observing the policy of reservation as per Government of Maharashtra.

6.4. Welfare schemes for

Teaching	Yes
Non teaching	Yes
Students	Yes

6.5. Total corpus fund generated

NA

6.6. Whether annual financial audit has been done

Yes

√

No

-

6.7. Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	No	No	No
Administrative	Yes	Govt.	Yes	CA

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

For UG Programmes	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
For PG Programmes	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>

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

Examination Reforms are periodically discussed at university level by consulting concerned affiliated colleges. 80:20 patterns introduced. 20 marks exams were conducted by colleges. 4 clinical papers as per part IV of BCI have been introduced.

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

20 marks exams conducted by colleges. University always encourages affiliated colleges to opt for autonomous status.

6.11. Activities and support from the Alumni Association

We have registered alumni association

6.12. Activities and support from the Parents – Teachers Association

Parent – Teacher Association is formed and meetings are periodically conducted. The recommendations from the parents are discussed and implemented.

6.13. Development programmes for support staff

Development programmes like, administrative training, filing, computer training etc are given for support staff.

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

- Every year the college is taking care for plantation of trees.
- Plant care is taken.
- Efficient use of water.
- Waste water treatment.

CRITERION – VII

7. Innovations and Best Practices

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

- Special training to students for lab safety:
It created awareness among students regarding use of harmful chemicals and safety measures in laboratory during practicals.

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

- Upgradation of teaching learning facility.
- Organise workshops on different subjects.

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

- Waste water treatment.
- Lab safety workshop for students.

7.4. Contribution to environmental awareness / protection

- Workshop on
- Lab Safety awareness
 - Environmental study tours

7.5. Whether environmental audit was conducted?

Yes

No

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

- The college has taken initiative to encourage the students who are showing outstanding performance in various academic and extracurricular activities by felicitating them in Annual Social gathering and award them the prizes for their achievements during the year.
- The college also has taken initiatives to encourage the students in Sports and Moot Court Competitions.

8. Plans of institution for next year

- Focus on student centric activities to enhance their skills
- Organization of international conference



Signature
Coordinator, IQAC
Karmveer Hire Arts, Commerce,
Science and Education College, Gargoti



Signature
Chairperson, IQAC
Karmveer Hire Arts, Science
Commerce & Education College,
Muradnagar, Gargoti, Dist. Kottapur.