

# **The Annual Quality Assurance Report (AQAR) of the IQAC**

## **Smt RDG College for Women, Akola (M.S)**

### **Part – A**

**AQAR for the year**

2016-17

#### **1. Details of the Institution**

1.1 Name of the Institution

Smt. RadhadeviGoenka College for Women, Akola

1.2 Address Line 1

Near Government Milk Scheme

Address Line 2

Murtizapur Road

City/Town

Akola

State

Maharashtra

Pin Code

444001

Institution e-mail address

rdgwcakola@gmail.com

Contact Nos.

0724- 2450905,  
2458748

Name of the Head of the Institution:

Dr. D.N.Vyas,  
Principal

Tel. No. with STD Code:

0724-2450905

Mobile:

+91 9823074777

Name of the IQAC Co-ordinator:

Mr. Sanjay T. Vite

Mobile:

+91 9922516626

IQAC e-mail address:

rdgwcakola@gmail.com

1.3 NAAC Track ID(For ex. MHCOGN 18879)

OR

MHCOGN 11301

MHCOXX11301

1.4 NAAC Executive Committee No. & Date:

EC(SC)/12 A&A/39.2

(For Example EC/32/A&A/143 dated 3-5-2004.

This EC no. is available in the right corner- bottom  
of your institution's Accreditation Certificate)

1.5 Website address:

www.rdgeducation.org

Web-link of the AQAR:

[www.rdgw.rdgeducation.org/NAAC/AQAR%20201314.docx](http://www.rdgw.rdgeducation.org/NAAC/AQAR%20201314.docx) AQAR 2016-17

1.6 Accreditation Details

Sr. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	-	2004	5 years
2	2 <sup>nd</sup> Cycle	B	2.71	2016	5 Years
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

02/09/2012

1.8 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)

(Latest Assessment – NAAC Reaccreditation in Feb-2016)

i. AQAR 17/08/2017 (DD/MM/YYYY)

1.9 Institutional Status

University

State ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College

Yes ☒ No ☐

Constituent College      Yes ☐      No ☒

Autonomous college of UGC      Yes ☐      No ☒

Regulatory Agency approved Institution      Yes ☐      No ☒  
(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution      Co-education ☐      Men ☐      Women ☒

Urban ☒ Rural ☐ Tribal ☐

Financial Status      Grant-in-aid ☒      UGC 2(f) ☒      UGC 12B ☒

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

#### 1.10 Type of Faculty/Programme

Arts ☒ Home Science ☒ Commerce ☒ LawPEI (PhysEdu.) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence       UGC-CPE

DST Star Scheme	<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 ( <i>Specify</i> )	<input type="text"/>
UGC-COP Programmes	<input type="text" value="Yes"/>		

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

2.1 No. of Teachers	<input type="text" value="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="01"/>
2.3 No. of students	<input type="text" value="Nil"/>
2.4 No. of Management representatives	<input type="text" value="01"/>
2.5 No. of Alumni	<input type="text" value="Nil"/>
2. 6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="02"/>
2.9 Total No. of members	<input type="text" value="13"/>
2.10 No. of IQAC meetings held	<input type="text" value="03"/>
2.11 No. of meetings with various stakeholders:	
No. Faculty	<input type="text" value="02"/>
Non-Teaching Staff Students	<input type="text" value="02"/>
Alumni Others	<input type="text" value="01"/>

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.  International  National  State  Institution Level

(ii) Themes

- AbhinavNatyaPrashikshan (Training in Dramatics) – 11 Days' Workshop.
- Workshop on Personality Development through Skill Development – 1 Day
- Workshop on awareness about Cashless Transactions – 1 Day
- Workshop on Reading Habits
- Health Awareness Workshop – 1 Day
- Workshop on Environment Awareness
- Symposium on e-commerce – 1 Day
- Symposium on Spiritual development GeetaSar – 3 Day
- Workshop on Voter Awareness – 1 Day
- Nutrition Week Workshop – 7 Day

2.14 Significant Activities and contributions made by IQAC

- Disseminating information on the quality parameter for higher education
- Imparting value based education
- Up gradation of Teaching Learning Process
- Promoting use of ICT in the curriculum delivery
- Workshop was organized for personality development
- Assessment of feedback from different working committees
- Nirbhaybano Cell Active
- Photo voltaic cell Proposal sent
- Kaushal / Skill Development proposal Submitted.
- MOU- PDKV in Progress
- Activated core Group for planning & supervising college development & Activities.
- Organised periodic Meetings with Teachers, Administrative Staff, and Alumni & Management representatives.

## 2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
1. Plan of action for the entire year framed	1. - Activities conducted in tune with Academic Plan - Extra Academic Programmes conducted
2. To fill up post of Professors	2. – Two Posts of Professor filled under CAS Promotion - One Post of Professor filled under internal deputation.
3. To setup language lab	3. - New language lab is constructed and started a course ‘Communication and Skill Development’ for the students of the institution for the specific duration. Near about 50 students enrolled for this course and successfully completed it.
4. To conduct Yoga Self-defence& Aerobics, classes for students and staff members	4. Yoga Classes for the students and staff members were conducted throughout the academic session.
5. To prepare budgets of various departments.	5. Budgets of all the departments prepared and got it approved in the ‘Local Management Committee’ Meeting.
6. To form core group for the smooth working of the institution.	6. Core group formed & functional with periodic interactions.
7. To form study forums	7. Study Forums are formed. Forum made students aware regarding latest development in the field of education through guest lectures,

<p>8. To arrange for placement activities through industrial linkage and placement cell.</p> <p>9. To promote research activities among teaching staff members</p> <p>10. To felicitate students and staff of the institution for their achievements.</p> <p>11. To promote cultural and community development activities with the help of NSS and NCC departments of the institution.</p> <p>12. To active Alumni Association and Parent Teacher Forum of the institution</p> <p>13. To purchase additional books for the library of the college.</p> <p>14. To strengthen ICT learning resources of the college.</p> <p>15. To develop infrastructure of the college</p>	<p>field and industrial visits.</p> <p>8. Placement activities for students were arranged through industrial linkage and placement cell.</p> <p>9. Teachers were encouraged to write research paper for peer reviewed journals and conference proceedings. Duty leave granted to teachers to attend national and international conferences and seminars.</p> <p>10. Students and staff of the institution were felicitated in felicitation programme for their outstanding performance throughout the year.</p> <p>11. Various cultural and community development activities were promoted with the help of NSS and NCC departments of the institution.</p> <p>12. Alumni Association and Parent Teacher forum were activated.</p> <p>13. 55018 New books costing 157 purchased during the year in a central library of the college.</p> <p>14. 04 LCD Projectors were purchased for strengthened the ICT Learning resources of the institution.</p> <p>15. –Additional 07 toilets constructed, - HomeScience wing upgraded, - College premises white washed and repairs of building done.</p>
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<p>16. Various cells such as Remedial Coaching Center, Career &amp; Counselling Guidance Cell, Competitive Examination Guidance Cell, and Guidance for entry in Service Cell etc., will be continued</p> <p>17. It is proposed to strengthen the practice of maintaining the students progression record as it will enable to know the progress of the students – for this a continuous monitoring process shall be evolved by Students Support and core group in coordination with Teaching. Learning and Evaluation it is proposed to continue the practices of Welcome and Farewell of the students in the beginning and the end of the session respectively.</p> <p>18. It is proposed to make further efforts to facilitate effective methods, aids and techniques of teaching / learning programmes.</p> <p>19. It is proposed by the Department of Library and Information Science to organize Books Exhibition.</p> <p>20. It is proposed to continue UGC granted centres for FD &amp; Tally.</p>	<p>16. Special classes for the students were conducted under the aegis of Remedial Coaching Center, Career and Counseling Cell, Competitive Examination Guidance Cell.</p> <p>17. All the proposed activities have been carried out by the IQAC.</p> <p>18. Efforts were made to facilitate effective methods, aids and techniques and learning programs.</p> <p>19. Book- Exhibition was organized by the department of Library.</p> <p>20. The Centers have been continued.</p>
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2.15 Whether the AQAR was placed in statutory body ☐ Yes ☒ No

Management ☒ Syndicate ☐ N Any other body ☐ -

Provide the details of the action taken

- Verification under taken
- Rectification carried out
- Suggestions and plans for improvement framed

**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 / Career Oriented programmes
PhD				
PG	13	01		
UG	05			
PG Diploma				
Advanced Diploma	03			
Diploma	04			
Certificate	04			
Others			04	04
<b>Total</b>	29	01	04	04

Interdisciplinary	04			
Innovative				

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

Pattern	Number of programmes
Semester	06(B.Sc., M.Sc., M.Com. BBA, BCA & MCM.)
Trimester	--
Annual	11 (02 UG + 09 PG)

1.3 Feedback from stakeholders\* Alumni ☒ Parents ☒ Employers ☒ Students ☒

(On all aspects)

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

**\*Analysis of the feedback is attached (Annexure II)**

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

Changes have been made in the syllabus by the University

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

- M Sc.- H D started.

- Finishing School- was started to give 'Finishing touches' to important characteristics of women- girls + ladies, so as to make them capable of expensing and implementing their varied potentials in their lives & in the society.
- NirbhayBano Cell initiated on 26<sup>th</sup> Jan 2015. The dual objectives were firstly to appropriately sensitize the girl students & teachers to the relevant Aspects; and secondly to provide a team of teachers to be contacted by the students in case of need.  
CPBFI (Certificate Program in Banking Finance and Insurance) started in collaboration with and under CSR program of Bajaj FINSERVE, Pune.  
RDG Academy of Performing Arts started in collaboration with the Experts.

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
47	24	17	03	03

2.2 No. of permanent faculty with Ph.D.

19

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
01	12	-	-	03	-	-	-	04	12

(Fixation was not done by JD Office during 2013-14)

2.4 No. of Guest and Visiting faculty and Temporary faculty

13

03

60

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	20	19	03
Presented	09	23	03
Resource Persons	05	06	02

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

- Use of audio visual aids
- Power point presentations.
- Academic Audit undertaken
- Educational visits and extension activities involving students
- Learner centric activities like participative learning, interactive sessions. Simulation & seminars by students, field work etc were conducted.
- Black Boards Upgraded
- Study Tours organised for Practical learning.
- One day self-governance day conducted on 5<sup>th</sup> Sept. every year.

2.7 Total No. of actual teaching days 

215
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During this academic year

2.8 Examination/ Evaluation Reforms initiated by 

Question Banks Made Available
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the Institution (for example: Open Book Examination, Bar Coding,  
Double Valuation, Photocopy, Online Multiple Choice Questions)

2.9 No. of faculty members involved in curriculum 

04	06	-
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Restructuring/revision/syllabus development  
as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students 

85%
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2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction % Merit	I %	II %	III %	Pass %
B. A. I	370	00	04.32	11.35	01.62	17.30
B. A. II	269	00	07.43	21.56	01.85	30.86
B. A. III	246	00	14.63	28.45	0.81	49.59
B.Com. I	229	00	27.01	21.39	00	48.47
B.Com. II	184	00	28.26	11.41	00	38.83
B.Com. III	166	00	45.18	06.02	00	58.43
B.Sc. H. Sc. I	29	68.97	-	-	-	68.97
B.Sc. H. Sc. II	36	80.86	-	-	-	80.56
B.Sc. H. Sc. III	31	80.65	-	-	-	80.65
BCA I	19	0	55.00	0	0	42.11
BCA II	33	0	33.33	18.18	0	51.51
BCA III	25	0	80.00	8.00	0	88.00
BBA I	07	0	28.57	0	0	28.57
BBA II	02	0	50.00	0	0	50.00
BBA III	05	0	20.00	0	0	20.00
M. Sc. F & N I	07	100.00	-	-	-	100.00
M. Sc. F & N II	02	50.00	-	-	-	50.00

MCM I	07	16.67	33.33	00	00	71.43
MCM II	00	0	0	0	0	0.00
M. Com. I	88	0	27.5	7.5	0	35.00
M. Com. II	26	0	66.67	5.56	0	72.22
M. A. SOC I	06	0	0	0	16.67	16.67
M. A. SOC II	06	0	0	100.00	0	100.00
M. A. SAN I	05	0	0	40.0	0	40.00
M. A. SAN II	03	0	33.33	0	0	33.33
M. A. MUSIC I	01	0	0	0	0	0.00
M. A. MUSIC II	00	0	0	0	0	0.00
M. A. H. ECO I	06	0	16.67	50.00	0	66.67
M. A. H. ECO II	04	0	75.00	25.00	0	100.00
M. A. POL I	13	0	0	0	15.38	15.38
M. A. POL II	00	0	0	0	0	0.00
M. A. ENG I	17	0	0	0	17.65	17.65
M. A. ENG II	02	0	0	0	0	0.00
M. A. PHIL.I	01	0	0	0	0	0.00
M. A. PHIL. II	01	0	0	0	0	0.00
M. A. MAR I	07	0	0	14.19	0	14.29
M. A. MAR II	04	0	0	0	0	0.00

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

- IQAC Monitors time tables, attendance records, concerned working committee's report and examination schedules and results.
- KYC session and orientation program undertaken.
- Academic Calendar and Administrative Calendar are prepared.
- Annual Teaching Plans prepared by teachers are checked.
- Monitoring of regular class tests and term end examination done.
- Remedial Classes are conducted.
- Academic Diaries of teachers are assessed.
- IQAC has formed Planning Board & successfully submitted proposals for General Development Assistance worth 4 crores inclusive of new Auditorium for better TLP.
- IQAC monitors PBAS Forms submitted by teachers.

### 2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	44
UGC – Faculty Improvement Programme	03
HRD programmes	-
Orientation programmes	42
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others (Short Terms)	10

### 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	27	05	-	-
Technical Staff	05	17	-	-

### Criterion – III

### 3. Research, Consultancy and Extension

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

- IQAC has constituted research committee at the college level which promotes the research and circulates important notices related to research work to the staff
- Teachers are sensitized and promoted to participate in research oriented programs
- Librarian is sensitized about availability of scientific journals/ periodicals in the library.
- Research Corner has been setup in Library.
- Computers, Internet and printing facility for research are provided.
- Teachers are encouraged to pursue Ph. D and Research Projects.
- Publication of Research Papers in appropriate Journals is encouraged.
- Research Centres are planned.

#### 3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs	424600		424600	Yes

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	12	12	
Non-Peer Review Journals	03	05	
e-Journals	02		
Conference proceedings	25	50	1

#### 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 organizations

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

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST

DPE  DBT Scheme/funds

3.9 For colleges Autonomy  CPE  DBT Star Scheme

INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences  
organized by the Institution

Level	International	National	State	University	College
Number	-	-	-	-	10
Sponsoring agencies	-	-	-	-	-

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	-
	Granted	-
International	Applied	-
	Granted	-
Commercialized	Applied	-
	Granted	-

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

Total	International	National	State	University	Dist	College
		02				

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

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

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

- Meritorious Students felicitated.
- ‘BetiBachav’ (Save Girl Child) Program organized on the auspicious occasion of Gurupurnima
- Contribution of 4,11,111 Rs. by teaching and Non-teaching staff, handed over to president for installation of statue of founder of Institution late Smt. RadhadevijiGoenka
- Program based on poetry related to youth for students
- Day celebration program – Birth Anniversary of LokmanyaTilak and AnnabhauSathe
- Day celebration program – Independence Day
- Program on Women Rights conducted
- Study forums inaugurated. Extension activities planned for the year
- Placement cell workshop organized
- Voters registration camp organized
- Rights to information week celebrated
- Blood donation camp organized
- Extension work done by faculty
- NSS camp organized in which rural people were benefited through students
- Intercollegiate debate competition organized
- Annual gathering organized for enhancing talents among the students
- Intra collegiate music competition organized
- Spiritual health management workshop organized
- Workshop on Women Empowerment
- Sendoff program for final year students organized
- Laughter day celebration organized for senior citizens
- Morning walkers club operational
- Garden club activeness Undertaken
- NSS camp Organized
- Tree plantation program conducted.
- FIAHSEU (Conference organized by H. Sc. Dept.) detail report
- Establishment of NirbhayBano in Collaboration with Police Deptt, Akola
- NAAC seminar for TLP applied for

- KAUSHAL based course formed and interface meeting attended.
- Proposal for installation of solar Photo-Voltaic systems submitted to UGC
- Proposal for special financial assistance submitted to UGC Delhi for institutional up gradation in its 50<sup>th</sup> year.
- Workshop on ‘Spiritual Development organized.
- Exhibition on ‘MeraRashtraMeraYogdan’ organized
- Participation in Youth Festival; Amravati AbhinavNatyaPrashikshan (Training in Dramatics) – 11 Days’ Workshop.
- Workshop on Personality Development through Skill Development – 1 Day
- Workshop on awareness about Cashless Transactions – 1 Day
- Workshop on Reading Habits
- Health Awareness Workshop – 1 Day
- Workshop on Environment Awareness
- Symposium on e-commerce – 1 Day
- Symposium on Spiritual development GeetaSar – 3 Day
- Workshop on Voter Awareness – 1 Day
- Nutrition Week Workshop – 7 Day
- Writers bank for blinds / physically challenged  
(5 Students helped 5 blinds for 5 paper each)

## 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	8 acre	-		
Class rooms	26	-	Self	
Laboratories	11	-	Self	
Seminar Halls	01			
No. of important equipments purchased ( $\geq$ 1-0 lakh) during the current year.	01	06		
Value of the equipment purchased during the year (Rs. in Lakhs)			Self	50020
Others				

#### 4.2 Computerization of administration and library

Administrative work is largely computerizedLibrary work is under up gradation.

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	18872	2830800	117	37564	18989	2868364
Reference Books	4717	1179250	40	17454	4757	1191704
e-Books	-	-	-	-	-	-
Journals	07	-	07	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	61	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centers	Office	Departments	Others
Existing	133	109	10 mbps	06	-	18	06	-
Added	-	-	-	-	-	-	-	-
Total	133	109	10 mbps	06	-	18	06	-

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

- Internet access facility is available in the Institution for teachers and students.
- Each department is provided with the appropriate number of computers
- Wi-fi and dongle connectivity is available
- Simple modules for computer education are developed for teachers and students
- MSCIT course is made available for stake holders
- Facility for ICT based teaching is available
- Computer teachers are made available
- Office and library have been almost computerized

#### 4.6 Amounts spent on maintenance in lakhs :

i) ICT	32770
ii) Campus Infrastructure and facilities	1395732
iii) Equipment	207803
iv) Others	2504961
<b>Total :</b>	4141266

## Criterion – V

### 5. Student Support and Progression

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

- Poor students are given books and tuition fees from staff fund.
- Distribution of scholarship to the students within a time
- Monitoring activity of placement cell and counselling cell.
- IQAC interacts with the faculty of the college in order to enhance awareness regarding quality.
- TLP up gradation done.
- Implementation of effective feedback system
- NirbhayBano Scheme with contact numbers
- Sanitary napkin vending Mechanism operational
- Student Aid fund generated and utilized
- Remedial courses for underprivileged students
- Re-examination of failed students
- Competitive examination guidance given
- Counselling cell established
- Betterment of library facility
- Drinking water coolers installed
- First Aid Kit facility maintained
- Hostel facility up graded.

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

- Special attention is paid towards the weaker students
- Feedback from various departments taken periodically.
- Availability of campus facilities to the students checked.
- Regular class-tests conducted.
- Student of the Year and RDG Idol Contests conducted.
- Planning the modus operandi of students' support schemes.
- Group discussions and Presentations conducted.
- Suggesting appropriate Modifications & up gradations

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

UG	PG	Ph. D.	Others
1597	336	-	56

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

Nil

(c) No. of international students

Nil
-----

No	%
-	-

Men

No	%
-	-

Women

Last Year 2015-16							This Year 2016-17						
General	SC	ST	OBC	Physically Challenged	Others	Total	General	SC	ST	OBC	Physically Challenged	Others	Total
411	447	130	799	-	243	2044	340	469	128	849	2	248	2036

Demand ratio:01:18 Dropout %: UG- 15.81 %, PG- 24.33%

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

Guest lecturers were arranged for guiding the students in the various competitive examinations Personality Development Program organized

No. of students beneficiaries

350

#### 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 counseling and career guidance

- College runs guidance and counselling cell
- Guest lectures are organized
- Placement guidance camps organized
- Placement activities organized

No. of students benefitted

150

#### 5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
-	-	-	-

#### 5.8 Details of gender sensitization programmes

- Women's Day Celebration
- Women Empowerment Workshop organized
- Program on problems of female foeticide
- Program on Women Health
- Women centric programmes for empowerment of

## 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 eventsSports:

State/ University level  National level  International level

Cultural: State/ University level  National level  International level

## 5.10 Scholarships and Financial Support

	Number of students	Amount (Rs)
Financial support from institution	-	-
Financial support from government	1120	2330187
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

### 5.11 Student organized / initiatives

Fairs : State/ University level  National level  International level

Exhibition: State/ University (College level)  National level  International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: NA.

## Criterion – VI

### **6. Governance, Leadership and Management**

#### 6.1 State the Vision and Mission of the institution

Vision: Empowerment of Women Through Economic Independence for betterment of the society

Mission: To Impart holistic education to the girl students in order to transform them into empowered, efficient, capable of self-earning; individuals, family member and citizens in their future lives.

#### 6.2 Does the Institution has a management Information System

Yes, Institution has MIS through which appropriate co-ordination among management, administration and teachers is done.

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

##### 6.3.1 Curriculum Development

- Members of Board of Studies, Academic, Faculty etc. Get feedback from teachers and students and then put up relevant suggestions in University meetings.
- Teachers associated with university give their feedback of & suggestions related to curriculum.

##### 6.3.2 Teaching and Learning

- Power point presentations are compulsory for all teachers
- Students - teachers interactions are organized
- Use of audio visual aids in teaching
- Lecture method is supported by demonstration method
- Unit tests are conducted
- Extension and field activities are organized
- Upgraded ICT. Updated PPTs
- Guest Speakers invited.
- CHBs appointed.
- Exhibitions, competitions, study tours etc.
- Assessment of students feedback
- Academic Audit done
- Teaching plans prepared.

### 6.3.3 Examination and Evaluation

- Six unit tests, terminal and test examinations are conducted
- Examination Results are informed to the students
- Results are assessed and remedial measures are taken, including re-examination
- Regular Examinations
- Regular evaluations
- Evaluation based interactions
- Question banks for students
- B. Sc and M.Sc Home Science examination and evaluation for odd semesters were held at college level and results were declared within stipulated period
- B.A, B. Com., M.A and M.Com annual examinations are held by SGBAU.

### 6.3.4 Research and Development

- Teachers are motivated to undertake the research work, MRPs
- Interested teachers are deputed for Ph.D program under FIP Scheme
- Duty leaves are given to the teachers for presenting the research papers in conferences, seminars and workshops
- Appreciation is accorded to teachers for good research work
- NRC made available
- Sensitization and Encouragement for research projects
- Research committee in coordination with IQAC

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

- Reading room upgraded
- Purchase of new books and journals
- ICT setup periodically upgraded
- Meetings with library committee to discuss the problems
- Stress on ICT based teaching
- Xerox facilities, internet facilities are made
- Up gradation of Physical instrumentation undertaken
- Reading room expansion done
- Computation of library in progeny

### 6.3.6 Human Resource Management

- It is managed as per the requirement
- Staff members are involved in the different working committees and decentralization of work is done.
- Committees established tackle academic and extra academic task related to HR and the college. Staff attendance by Biometric Machine implemented.
- Office staff personnel rotated in different schools of the office for better administration & co-ordination
- Students are encouraged to participate in cleanliness, kitchen garden etc.

### 6.3.7 Faculty and Staff recruitment

- Qualified staff is recruited as per the procedure of UGC regulation and directives of the government of Maharashtra department of Higher and Technical education
- Due importance given to quality within the University regulations
- Done as per UGC & university Norms.

### 6.3.8 Industry Interaction / Collaboration

- Visits of the students are conducted to textile industries, soap industries in the nearby area.
- Visits are arranged to Dr. PDKV, Akola
- Encouragement given in order to enhance teaching learning process as well as placements
- Done as per need
- Utilized for campus placement & teaching

- Admission committees for UG and PG admission are constituted every year and they are responsible for admission in the institution. They check admission form, documents related to the admission
- Advertisement for admission is given in local newspaper and display on the college notice board.
- Strip is circulated on local cable network
- Framing of prospectus aimed at imparting guidance and motivation at the time of admission.
- Teachers impart counselling to students and parents

#### 6.4 Welfare schemes for

Teaching	03
Non-teaching	03
Students	02

- Institution has established Salary Earners Society aimed at welfare of teaching and non-teaching staff
- Appropriate management of Students' Aid Fund.
- Focus on well managed hostel
- Placement facility provided to students for their welfare
- SRC elections carried out
- Availing of FIP Schemes for teachers
- Duty leave granted for conference / Seminar / Workshop etc.
- Prescribed leaves are granted

#### 6.5 Total corpus fund generated

-
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#### 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	Yes	University committee	Yes	Committee headed by Principal
Administrative	Yes	University committee & JD Committee	Yes	Management and Chartered Accountant

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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

- Central valuation scheme
- Facility of re totalling of marks
- Xerox copy of answer sheet is provided to the student by the university in case of revaluation
- Changes in the question paper pattern consisting of long and short questions.
- Effective implementation of Semester system

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

- University has granted affiliation to the self financial courses to be run by the college.
- Autonomy in the fees structure
- Permission to start new courses on non grant basis
- UGC Schemes are informed by the University

6.11 Activities and support from the Alumni Association

- Alumni association is constituted by the college
- Alumni association meetings conducted
- Some of the alumni members which are engaged in the profession such as advocate, police department, health services are invited to share their experience with the students.
- The rapport utilized for placements of students
- Members of alumni association participate in college gathering
- Interaction between alumni and students

6.12 Activities and support from the Parent – Teacher Association

- Parents are invited to attend the meeting once in year
- Their suggestion are invited and processed.
- They are allowed to talk freely regarding the college development

#### 6.13 Development programmes for support staff

- Motivated to undertake upgradation through education and skill development
- Encouraged to avail extracurricular facilities for ex. Sports, ICT equipment etc
- Support staff is selected, generally from our students
- Duty leaves are granted to the staff whenever necessary
- They are motivated to take the part in the various activity of the college
- They are permitted to join seminar, workshop and conferences.
- Relieved for university work and examination work
- Placement of the staff are carried out within time

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

- Extensive tree plantation and maintenance.
- Effective sprinkler system
- Water bowls for birds.
- Kitchen garden and medicinal plants unit established
- Solid waste and waste water management.
- Environment education through slogans
- Environment theme based exhibition and guest lectures
- Ozone day celebrated and importance of 'Ozone Layer' emphasized
- Measures to protect to Ozone Layer and environment depicted through models and charts
- Rally by students for environment awareness
- Awareness campaign regarding 'Ill effects of plastic bags'.
- Green Audit done
- Photo voltaic Panel installation proposal sent.
- Rain water harvesting Mechanism Updated.

## 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.

- Stressed on student centric education
- Upgradation in TLP through ICT, PPT and Extension Activities

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

- Action taken 2016-17 are as mentioned on Pg No 7 - 10 Point No. 2.15

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

1. Financial Assistance to the poor students (**Annexure III**)
2. Tuesday morning assembly (**Annexure IV**)

7.4 Contribution to environmental awareness / protection

Environmental awareness program were conducted

- Tree plantation in the campus
- Prohibition on use of polythene bags in the campus
- Development of Medicinal plant garden
- Environmental protection awareness through poster presentation, slogans

7.5 Whether environmental audit was conducted?      Yes ☒      No ☐

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

- SWOC Analysis was carried out by the college (**Annexure V**)

## 8. Plans of institution for next year

### Future planning for Academic Session 2017-18

- To improve ICT learning resources.
- To promote and undertake more research and extension activities.
- To organize conferences, seminars, workshops & placement activities etc.
- To complete automation of library.
- To enhance beautification of campus.
- To setup language laboratory.
- To prepare and submit Skill Development Courses' Proposals.
- To upgrade the setup and activities with respect to gender sensitization
- To construct additional classrooms.
- To plan and organized community oriented exhibition
- To form various committees and Review Committee
- To established MOU with other Institutions / Organizations.
- To upgrade IQAC
- To keep track of UGC website for new / upgraded schemes for implementation
- To conduct Academic & Administrative Audit and Green Audit.
- To submit National Seminar / Conference Proposals to NAAC / UGC
- Organization of Nutritional and Health Empowerment week
- Organization of workshop on environmental awareness programme.
- Origination of NSS / NCC camps for cultural and community activities.
- Kaushal proposal follow up
- To boost Alumni Association and Teacher-Parents Forum
- Organization of Edutainment Week by English Department.
- Student's participation in various social activities.

Name: Mr. Sanjay T. Vite

Signature of the Coordinator, IQAC



Dr Devendra Vyas

Signature of the Chairperson, IQAC

**PRINCIPAL**  
Smt. Radha-devi Goenka College  
for Women, AKOLA.

**Annexure I**  
**Academic Plan**

<b>Academic Calendar for B.A/ B.Com</b>		
<b>Sr. No.</b>	<b>Events</b>	<b>Month</b>
1	Admissions	June (After the declaration of H.S.C result
2	College opening	12 <sup>th</sup> June
3	1 <sup>st</sup> Unit Test	August
4	2 <sup>nd</sup> Unit Test	September
5	Diwali Vacation	15 <sup>th</sup> October to 5 <sup>th</sup> November
6	3 <sup>rd</sup> Unit Test	November
7	4 <sup>th</sup> Unit Test	December
8	Educational Tours	November/December
9	Sports competitions	November/December
10	N.S.S Camp	November/December
11	Annual Social Gathering	December/January
12	5 <sup>th</sup> Unit Test	January
13	Practice Test	2 <sup>nd</sup> week of February
14	University practical Test	1 <sup>st</sup> week of March
15	University Exam	3 <sup>rd</sup> week of March and onwards
16	Summer vacation	From 29 <sup>th</sup> April 2018
<b>Calendar for B.Sc. Home Science</b>		
<b>S.R</b>	<b>Events</b>	<b>Month</b>
1	Admissions	June (After the declaration of H.S.C result
2	College opening	12 <sup>th</sup> June (I, III, V) Semester
3	1 <sup>st</sup> Unit Test	August
4	2 <sup>nd</sup> Unit Test	September
5	3 <sup>rd</sup> Unit Test	June
6	4 <sup>th</sup> Unit Test	August
7	5 <sup>th</sup> Unit Test	August
8	Session End Exam	September
9	Semester Exam Theory and practical	September/October

10	Diwali Vacation	15 <sup>th</sup> October to 5 <sup>th</sup> November
11	Educational Tours	November/December
12	Sports competitions	November/December
13	N.S.S Camp	November/December
14	Annual Social Gathering	December/January
15	College opening	9 <sup>th</sup> November (II, IV, VI Semester)
16	1 <sup>st</sup> Unit Test	November
17	2 <sup>nd</sup> Unit Test	December
18	3 <sup>rd</sup> Unit Test	December
19	4 <sup>th</sup> Unit Test	January
20	5 <sup>th</sup> Unit Test	January
21	Session End Exam	February
22	University Practical Test March	March
23	University Exam	April
24	Summer Vacation	22 <sup>th</sup> April to 10 June 2018

- **Alumni :**

- Expressed gratitude towards the institution for holistic education and personality development.
- Impressed by the environment friendly efforts and programs of the college.
- Up gradation of TLP, ICT and automation good but scope for further improvement.
- More emphasis on COC placement & entrepreneurship oriented education.

- **Parents**

- Expressed satisfaction with the up gradation in TLP(Teaching Learning Process)
- Feeling of security due to the overall environment in the college.
- Impressed and thankful to RDG CULTURE in the college
- Felt need for better student's teacher interactive sessions
- More implementation of innovative teaching and learning methods

- **Students**

- Happy and proud to be students of RDG College
- Pleased with the holistic education.
- Overall satisfaction with TLP
- More emphasis on career oriented teaching
- Better sports facilities needed
- Need of smart classrooms and laboratories

**Title – Financial Assistance to the poor students****Objectives:**

1. To provide financial assistance to the poor students.
2. To bring the poor students in main stream.
3. To provide support to them for getting education.

**Context:**

Smt. RadhadeviGoenka College for Women is a pioneer educational institution in the Vidarbha region of the Maharashtra state and most of the students admitted to the various courses belong to middle class group of the society and some of the students are below the poverty line having low income group. The College take the care that the poor students of the college should get the education. For this purpose they have been given a financial support from the staff fund which is collected every year from teaching and non-teaching staff member's voluntarily.

**Practice:**

Every year after the admission process is completed poor students are instructed to put up the application for financial help out of the staff fund. When the principal is satisfied with the documents provided by the students, applications are sanctioned by the principal after meeting with their parents and the due recommendation of the staff fund committee. During this session staff fund of Rs. 60,000/- was collected and 24 students were given the money for their education. Text books and notebooks are also distributed to 25 students.

**Evidence of success**

The evidence of the success lies in the fact that these poor students attend the college regularly and take keen interest in their studies and also participants in the various activities of the college.

**Difficulties encountered**

The main difficulty in this practice is the collection of the staff fund and to confirm that student who has asked for the support belongs to weak economic section of the society

**Title – Tuesday Morning Assembly****Objectives of the Practice:**

- To counsel and motivate the students
- To inculcate values and cultural base in education
- To arouse patriotism and secularism
- To empower the students and teachers
- To create social awareness
- To contribute to development of India

**The Context**

Conceptualized and implemented with the aim of inculcating nationalistic fervor and pride, imparting important information and creating a platform for coordinated thinking and feeling of oneness; the Tuesday Morning Assembly session has given a boost to ethical and nationalistic values in order to enable everyone to overcome present day materialistic and narrow-minded tendencies in society. The college has implemented Tuesday Morning Assembly session to inculcate knowledge and value based mind set in the students to empower them to surmount adversities in their path in order to achieve the cherished goals in their lives presently and in future.

**The Practice**

The essence of ‘RDG Culture’ is subtly expressed in the regular and well organized Tuesday Morning Assembly session. RDG culture representing **Real Development of Girls – Character, Uprightness, Love, Tolerance, Unity, Realistic and Educated**; forms the core of concept and practice of Tuesday Morning Assembly session. Students and teachers of all the faculties in our college participate eagerly. The result is a united gathering of heterogeneous students and teachers with common motive and commitment of togetherness, equality and secularism.

**Thought of the day**

It is written on the main notice board as well as expressed by one of the teachers with brief elaboration on it to convey the message involved. Students are encouraged to actively participate in the assembly and convey their own thoughts from time to time. The idea behind this exercise is to share good concept or ideas and induce a healthy practice of thinking and analyzing them for overall personality development and empowerment.

### **Awards and Laurels**

Academic and Co-academic achievement by students are informed to all in the assembly. The achiever students are honored and awarded suitably with the aim to encourage them and inspire other students to recognize their passions and talents and make motivated attempts to do the best in their respective fields. The students are made aware of the fact that they bring laurels to the college also, about which the Management is both conscious and proud.

Teachers who achieve professional or social aims through research, extension activities etc. are also honored and rewarded suitably.

### **Collective Counseling:**

Official instructions, messages or information related to all the faculties are conveyed by concerned teacher. The Principal expresses her views, on the same, briefly. This is followed by a short address by one of the teachers on an academic topic of common interest and concern like nutrition, hygiene, clean environment, social sense, etc. The participants sing a bhajan of Rashtrasant Tukadoji Maharaj, ‘ Hai Prathana Gurudeo se, Yaha Swarga Sam Sansar ho.....’ , which inculcates civic sense and life skills for better living. The assembly is culminated by singing National Anthem, Jan –Gan- Man.....

### **Evidence of Success**

Motivated by the practice and contents of Tuesday Morning Assembly, the students actively participate in planning and execution of academic and co-academic activities. More students enroll in NSS and take active interest in social, cultural and sports activities. There is interdisciplinary coordination of better level due to feeling of togetherness and social responsibility.

The success of Tuesday Morning Assembly is reflected in the articles contributed by teachers and students, cultural activities during annual gathering, interaction of students with guest speakers etc.

The achievements of Alumni students of the college in various fields in their lives and the feeling expresses by them during interactions also indicate successful outcome of Tuesday Morning Assembly.

### **Problems encountered and Resources required**

The time table has to be adjusted with due care to accommodate the faculties of Arts, Commerce, and Home Science at a given time. The duration of every lecture on Tuesday has been reduced by 5 min. At the beginning of new academic year; fresh students need extra motivation and counseling to participate actively.

The Tuesday Morning Assembly is of great significance to the college; and necessary arrangements are in place since many years. Therefore additional resources are not required presently.

SWOC is acronym for strengths, weaknesses, opportunities, challenges of the institution. SWOC analysis is a tool to access the potential, the ups-downs, the qualities and drawbacks and an overall assessment to thrust ahead for further progress of the institution.

**Strengths**

- Qualified and experienced staff.
- Adequate infrastructure facility.
- Pioneering institution to empower and enhance education of women.
- Elevating women's position and promoting their rights in society.
- Active NSS unit with multifarious activities viz. rallies, village camps, street plays on current social issues and other.
- Agile NCC unit: record of selection of girls for Republic Day Camp and ThalSena Camp.
- Top meritorious record in different streams, in the university examination every year.
- Enhancing educative and cultural performances and holding seminars, workshops, exhibitions, speeches to increase the knowledge of the students and give them exposure.
- Disseminating Gandhian values and value education through healthy practices, day celebration and debates.
- Competitive academic environment, guidance through guest lectures and preparing students for various competitive examinations.
- Dedicated and expert faculty. The academic fraternity is also active in various sports and social growth activities and has won many accolades.
- Staff's contributions for women welfare activities; encouraging girls for all round development. Students and staff members actively take part in blood donation camp every year. Rubella vaccination camp is held every year. In the eye donation camp, the staff members filled up the forms and took oath for the same.
- With full zeal, the staffs work on various communities such as Alumni, Placement Cell, Cultural, Health, and Feedback from students, etc. to enhance and promote the overall development of the college.
- The Placement Cell arranges interviews and provides job opportunities accordingly.
- Automated library and well established computer lab which runs different courses for students and staff.

- Under the aegis, we run career oriented courses (COC) such as BBA, BCA, MCM and also provide a platform for interaction of students with academicians and agencies for placement.
- Under the career oriented courses the college runs courses like 'Fashion Designing', 'Communication Skills in English Language', 'Banking and Insurance' which simultaneously grooms the students with their respective degree courses.
- Numerous facilities, scholarships, financial aid available to meritorious, deserving students and outstanding sports stars.
- College programmes and policies to support the economically weak students and move ahead in every way, to give the best to all students.
- Multiple student-centric programmes comprising contemporary as well as futuristic global practices in academics, co-academics and sports for holistic growth. Training girls for self-defence viz boxing and Unarm Combat, special lectures of the staff on diet plan, health care, English speaking, personality development etc.
- The only women institution under SGB Amravati University to offer M.Sc Food & Nutrition.
- Development of Entrepreneurial skills among students.
- Special rapport with members of 'Suprabhat Club' of senior citizens, who are taking advantage of our campus for morning walk.
- Establishment of 'Writers bank' for blind students, Fifty-Six writers has been registered and twelve have already started working for the same.
- Fair practices like 'Earning while Learning Scheme', 'Joy of Giving', 'Helping students for Helping themselves', 'Students Aid Fund', 'Special Prizes by staff to encourage students, 'Students Aid Fund'.

## **WEAKNESSES**

- Controlled Procedures to introduce new age programmes at UG and PG level due to affiliation with University.

## **OPPORTUNITIES**

- Expansion in academic programs and interest in bringing various new courses.
- Interest in expansion of cultural activities.
- New construction.
- Match between curricular and societal interests. Encouraging earning while learning scheme.

## **CHALLENGES**

- Limitation and constraint in government financial support.
- To achieve academic excellence despite adhoc enrolment of teachers.
- To motivate the faculty and staff for changing and progressive paradigms in Higher Education.
- To face the problem due to lack of non-salary grant.
- Due to limited grant it is difficult to maintain the entire infrastructure, Garden and other expenses.
- To reduce the dropout ratio of students.

## **FUTURE PLANS**

- IQAC will publish a 6 monthly Journal regarding quality enhancement in higher education.
- Publishing International/National journals and books by all research departments.
- Develop E-learning content.
- More collaborative research to be taken up with research institutes of international and national repute.
- To enhance social activities.
- To involve students in the college administration.
- To invite companies and private agencies for more campus placement of students.
- To develop existing medicinal plant garden.
- To promote the use of ICT in curriculum delivery.
- To construct auditorium hall in the campus.
- To setup language lab.
- To enhance campus beautification.