The Annual Quality Assurance Report (AQAR) of the IQAC

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

Part – A

AQAR for the year

> 2017-18

1. Details of the Institution

1.1 Name of the Institution

> Smt. Radhadevi Goenka 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

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

1.4 **NAAC Executive Committee No. & Date:**

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

This EC no. is available in the right corner- bottom

of your institution's Accreditation Certificate)

EC(SC)/12 A&A/39.2

1.5 Website address:

www.rdgeducation.org

Web-link of the AQAR:

www.rdgcw.rdgeducation.org/NAAC/AQAR

1.6 Accreditation Details

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

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

02/09/2012

1.8 AQAR for the year

2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by

NAAC ((*for example AQAR 2010-11submitted to NAAC on 12-10-2011)*

(Latest Assessment – NAAC Reaccreditation in Feb-2016)

i. AQAR for 2016-17 submitted to NAAC on 16/04/2018

1.10 Institutional Status

University   State [✓]   Central [ ]   Deemed [ ]   Private [ ]

Affiliated College   Yes [✓]   No [ ]

Constituent College   Yes [ ]   No [✓]

Autonomous college of UGC   Yes [ ]   No [✓]

Regulatory Agency approved Institution   Yes [ ]   No [✓]
   (eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution   Co-education [ ]   Men [ ]   Women [✓]

                  Urban [✓]   Rural [ ]   Tribal [ ]

Financial Status: Grant-in-aid [✓]   UGC 2(f) [✓]   UGC 12B [✓]

           Grant-in-aid + Self Financing [✓]   Totally Self-financing [ ]

1.11 Type of Faculty/Programme

Arts [✓]   Home Science [✓]   Commerce [✓]   Law PEI (Phys Edu.) [ ]

TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [ ]

Others   (Specify) | .BBA, BCA, MCM & Career Oriented Courses (FD, Banking and Insurance, Communication Skill in English & Tally)

1.12 Name of the Affiliating University *(for the Colleges)* | Sant Gadge Baba Amravati University, Amravati

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

Autonomy by State/Central Govt. / University	No

University with Potential for Excellence	No	UGC-CPE	No

DST Star Scheme	No	UGC-CE	No

UGC-Special Assistance Programme	No	DST-FIST	No

UGC-Innovative PG programmes	No	Any other (*Specify*)	-
UGC-COP Programmes	Yes		

2. IQAC Composition and Activities

2.1 No. of Teachers	07
2.2 No. of Administrative/Technical staff	01
2.3 No. of students	Nil
2.4 No. of Management representatives	01
2.5 No. of Alumni	Nil
2. 6 No. of any other stakeholder and Community representatives	01
2.7 No. of Employers/ Industrialists	01
2.8 No. of other External Experts	02
2.9 Total No. of members	13
2.10 No. of IQAC meetings held	03

2.11 No. of meetings with various stakeholders: No. Faculty | 02 |

Non-Teaching Staff Students | 02 | Alumni Others | 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 | 08 |

(ii) Themes

- One Day Workshop on CAS (Amendment 2017) for teaching staff.
- Hon'ble President of the institution presented 'MAI- Financial Literacy' Workshop for students.
- Workshop on CBCS and Semester pattern newly adopted by University.
- Workshop on Personality Development through Skill Development.
- Workshop on awareness about Cashless Transactions.
- Health Awareness Workshop.
- Symposium on e-commerce – 1 Day.
- Nutrition Week Celebrated in which various workshops were organised.

2.14 Significant Activities and contributions made by IQAC

- To prepare institutional Perspective Plan for quality assurance.
- To prepare & execute the plan of action through IQAC meetings & College Committees.
- Promoting paperless work culture such as API, Departmental Profile, etc. through mail.
- Disseminating information on the quality parameter for higher education.
- Enhance participatory Teaching Learning Process (TLP) through ICT.
- Assessment of feedback from different working committees.
- Formation of Review Committee and Planning Board for supervising college development &overall activities.
- Organised periodic Meetings with Teachers, Administrative Staff, and Alumni & Management representatives.
- Promotion of Research.
- Development of quality culture in the institution.
- Minimising of environmental degradation.
- Participation from stakeholders.
- Preparation of AQAR.

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 form core group for the smooth working of the institution.	2. Core group formed & functional with periodic interactions.
3. To arrange placement activities though industrial linkage and placement cell.	3. Placement activities for students were arranged though industrial linkage and placement cell.
4. To promote research activities among teaching staff members.	4. 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.
5. To felicitate students and staff of the institution for their achievements.	5. Students and staff of the institution were felicitated in felicitation programme for their outstanding performance throughout the year.
6. To promote cultural and community development activities with the help of NSS and NCC units of the institution.	6. Various cultural and community development activities were promoted with the help of NSS and NCC units of the institution.
7. To active Alumni Association and Parent Teacher Forum of the institution.	7. Alumni Association and Parent Teacher forum were activated.
8. To purchase additional books for the library of the college.	8. New books purchased during the year in a central library of the college.
9. To organise Financial Literacy Programme.	9. Organised MAI programme in which our Honourable President was the resource person.
10. To organise conference, seminar, workshop and placement activity, etc.	10. College Level Seminars and Workshops were organised. Campus Placement and Job Fair was organised.
11. To complete automation of Library.	11. Done partially.
12. To enhance beautification of campus.	12. Tree plantation and maintenance activities were carried out.
13. To prepare and submit Skill Development Courses proposals.	13. Proposals for Personality Development, Yoga, Health Care, and Spoken English were submitted to SGBAU, Amravati.

14. To organise activities related to Gender Sensitisation.	14. Various programmes on Gender Sensitisation were organised.
15. To plan and organised community oriented exhibition.	15. Three Exhibitions were organised by Home Science Department for the community of Akola and Akot.
16. To form review and various working committees.	16. Committees have been formed.
17. To establish MOU with other institutions/organisations.	17. It is in process.
18. To keep track of UGC website.	18. It is on regular basis.
19. Organisation of Nutritional and Health Week.	19. It is organised.
20. Organisation of Environmental awareness programme.	20. Numbers of programmes were organised.
21. Organisation of NCC & NSS camps.	21. It is organised.
22. To strengthen Alumni Association and Teacher Parents Forum.	22. It is in process.
23. Organisation of Edutainment Week.	23. Organised for English slow learners.
24. Students' participation in social Activities.	24. Students participated in various social activities.

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

Management ✓   Syndicate -   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
Ph.D.	-	-	-	-
PG	14	-	14	-
UG	05	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	03	-	03	03
Diploma	03	-	03	03
Certificate	03	-	03	03
Others	-	-	04	04
Total	**28**		**27**	**13**

Interdisciplinary	03	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	09 (B.A. B.Com. B.Sc., M.Sc., M.A., M.Com. BBA, BCA & MCM.).
Trimester	--
Annual	02 UG III (B.A. & B.Com).

1.3 Feedback from stakeholders   Alumni ☑ Parents ☑ Employers ☑ Students ☑

(On all aspects)

Mode of feedback   :   Manual

*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? **No**

1.5 Any new Department/Centre introduced during the year. If yes, give details. **No**

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
41	22	16	02	01

2.2 No. of permanent faculty with Ph.D.

18

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
-	17	-	-	-	-	-	-	-	17

(Fixation was not done by JD Office)

2.4 No. of Guest and Visiting faculty and Temporary faculty

--	02	25

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	01	07	06
Presented papers	-	06	15
Resource Persons	-	02	06

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

- Use of ICT in TLP.
- Educational visits, study tours and extension activities.
- Learner centric activities like participative learning, interactive sessions, simulation and field work etc. were conducted.
- Experts from different fields invited as guest speakers.
- Theme based Annual Day celebrated.
- Educational Exhibitions, seminars, workshops, debates, elocution, quiz, essay competition, etc. organised.
- Orientation for first year students.

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

| 208 |

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

| Question banks made available Open book/notes exam. |

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

| 2 | - | - |

2.10 Average percentage of attendance of students

| 78.69% |

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 %
BA I	550					(120)* 21.82
B A II	225					(56)* 24.89
B A III	170	9	15	55	2	51.18
B.Com I	219	-	-	-	-	(105)* 47.95
B Com II	199					(115)* 57.79
B Com III	165	29	63	17	--	66.06
B Sc. H Sc. I	60	31	12	3	--	76.67
B Sc. H Sc. II	25	14	6	1	--	84.00
B Sc. H Sc. III	30	7	13	1	--	70.00
BCA I	34	4	3	1	-	23.53
BCA II	13	-	5	1	-	46.15
BCA III	27	1	7	12	-	74.07
BBA I	8	1	-	-	-	12.50
BBA II	7	-	2	-	-	28.57
BBA III	3	-	-	1	-	33.33
M Sc. FSN I	10	10	-	-	-	100.00
M Sc. FSN II	6	6	-	-	-	100.00
M Sc. HD I	8	5	-	-	3	62.50
M Sc. HD II	-	-	-	-	-	-
MCM I	5	-	-	-	-	00.00
MCM II	-	-	-	-	-	-
M Com. I	88	10	37	--	-	53.41
M Com. II	40	2	15	10	10	92.50

*(Due to Semester (CBCS) division is not possible)

Title of the Programme	Total no. of students appeared	Division				
		Distinction % Merit	I %	II %	III %	Pass %
MA SOC I	27	1	8	7	-	59.26
MA SOC II	3	-	-	2	-	66.67
MA SANS I	4	1	1	-	-	50.00
MA SANS II	6	-	-	3	-	50.00
MA MUSIC I	6	2	1	-	-	50.00
MA MUSIC II	1	-	1	-	-	100.00
MA H. ECO I	8	-	6	2	-	100.00
MA H. ECO II	4	-	2	2	-	100.00
MA POL. Sc. I	27	1	3	11	-	55.56
MA POL Sc. II	5	-	-	1	-	20.00
MA ENG I	17	-	-	2	1	30.77
MA ENG II	6	-	-	2	-	33.33
MA PHIL I	1	-	-	1	-	100.00
MA PHIL II	-	-	-	-	-	-
MA MAR I	14	-	4	2	-	42.86
MA MAR II	4	-	-	-	1	25.00

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 Remedial Classes, regular class tests and term end examination done.
- Academic Diaries of teachers are assessed.
- Encourages teachers for Research, Extension activities TLP up gradation.
- IQAC verify and evaluates API Forms submitted by teachers.
- Organised one day Workshops on UGC Regulation regarding CAS, CBCS & CGPA.
- Planning and monitoring of up gradation of library.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	*Number of faculty benefitted*
Refresher courses	04
UGC – Faculty Improvement Programme	01
HRD programmes	01
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	17
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	03
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	12	04	--	04
Technical Staff	-	-	--	04

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 Conferences, Seminars & Short Term Courses etc.
- Librarian sensitized about availability of scientific journals/periodicals in the library.
- Research Corner has been setup in Library.
- ICT enabled and reprographic facilities provided to staff and students for doing research work.
- Teachers are encouraged to pursue Ph. D and Research Projects.
- Publication of Research Papers in UGC listed and notified Journals are encouraged.
- Applied for research centres in Home Science, Music and Commerce.
- Promoting teachers to apply as research guide in various universities.

3.2   Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.3   Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	25	21	00
Non-Peer Review Journals	00	01	02
e-Journals	00	00	00
Conference proceedings	06	15	00

3.5 Details on Impact factor of publications:

Range [2.13-6.178]   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 | 03 |

ii) Without ISBN No. | - |

3.8 No. of University Departments receiving funds from : **Not Applicable**

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	-	-	-	-	20*
Sponsoring agencies	-	-	-	-	-

(* Workshops)

3.12 No. of faculty served as experts, chairpersons or resource persons : **02**

3.13 No. of collaborations   International | - | National | 03 | 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	-	-	-	-	-	02

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

and students registered under them

07

13

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   70   State level   04

National level   -   International level   -

3.22 No. of students participated in NCC events:

University level   50   State level   07

National level   04   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 [15]

NCC [10]   NSS [08]   Any other [-]

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

- Meritorious Students felicitated.
- Participation of Staff and Students in Clean Morna River Mission which was acclaimed by the Prime Minister.
- Birth and Death Anniversaries of National Leaders were celebrated.
- Various day of National and International importance such as Yoga, Environment, Constitution, Human Right, World Women Day, etc were celebrated.
- Campus Placement and Job Fair organized.
- Voter's registration camp organized.
- Blood donation camp organized.
- NSS camp organized in which rural people were benefited through students.
- College Level Debate and Elocution competition organized.
- Participation of the students in Janani 1 with Police Department of Akola.
- Various programs on Environment awareness and Tree plantation.
- Symposium on e-commerce.
- Workshop on Voter Awareness.
- Nutrition Week Workshop.
- Social Sciences Week organised.
- Edutainment Week for slow learners in English organised.
- Writers bank for blinds / physically challenged.
- Workshop organized on making ecofriendly Ganesha Idol.
- Bicycles to needy students were donated in collaboration with Radha Mandal & Inner Wheel Club Akola.

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	-	-	8 acre
Class rooms	36	-	Self	36
Laboratories	11	-	Self	11
Seminar Halls	01	-	Self	01
No. of important equipment purchased (≥ 1-0 lakh) during the current year.	06	02	Self	08
Value of the equipment purchased during the year (Rs. in Lakhs)	1050000/-	275000/-	Self	1325000/-
Others	-	-	-	-

4.2 Computerization of administration and library

- Administrative work is largely computerized.
- Library work is under up gradation.
- All departments are computerised.

4.3 Library services: 2017-18

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	26531	2036831	329	59937	26860	2096768
Reference Books	2948	359440	37	10577	2985	370017
e-Books	-	-	-	-	-	-
Journals	07	-	01	-	08	-
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	02	10 mbps	06	-	18	06	-
Added	-	-	-	-	-	-	-	-
Total	133	02	10 mbps	06	-	18	06	-

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up gradation (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   112149

ii) Campus Infrastructure and facilities   813203

iii) Equipment   508564

iv) Others   2073998

Total :   **3507914**

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Economically backward students are given books and tuition fees from staff. Fund, Student Aid fund generated and utilized.
- Distribution of scholarship to the students within time.
- Monitoring activity of Placement cell.
- IQAC interacts with the faculty of the college in order to enhance awareness.
- Implementation of effective feedback system.
- Nirbhay Bano Scheme.
- Sanitary Napkin Vending Mechanism operational.
- Remedial coaching for slow learners.
- Competitive examination guidance.
- Students counselling cell.
- Open access library facility.
- First Aid Kit facility maintained.
- Hostel facility for students, maintained and monitored.

5.2 Efforts made by the institution for tracking the progression

- Special attention is paid towards the weaker students.
- Active Feedback Mechanism.
- Regular class-tests conducted.
- Student of the Year and RDG Idol Contest conducted.
- Group discussions and Presentations conducted.
- Appropriate suggestions for the overall development of the students.
- Participation of students in various competitions such as debate, Elocution, Essay and cultural events, etc.
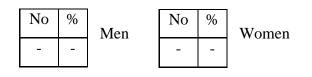
5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2017	336	-	56

(b) No. of students outside the state

01

(c) No. of international students

Nil

No	%	Men	No	%	Women
-	-		-	-	

Last Year 2016-17							This Year 2017-18						
General	SC	ST	OBC	Physically Challenged	Others	Total	General	SC	ST	OBC	Physically Challenged	Others	Total
340	469	128	849	02	248	2036	442	573	123	997	02	216	2353

Demand ratio: 01:01   Dropout %: 16.56 %

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

- Guest lecturers arranged.
- Guidance for competitive examinations.
- Personality Development Program organized.

No. of students beneficiaries

257

5.5 No. of students qualified in these examinations

NET [-]   SET/SLET [-]   GATE [-]   CAT [-]

IAS/IPS etc [-]   State PSC [01]   UPSC [-]   Others [-]

5.6 Details of student counseling and career guidance

- College runs guidance and counselling cell.
- Placement guidance and camp organized.

No. of students benefitted

350

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
08	350	15	-

5.8 Details of gender sensitization programmes

- Women's Day Celebration.
- Program on problems of female foeticide.
- Program on Women Health.
- Women centric programmes for empowerment of women.
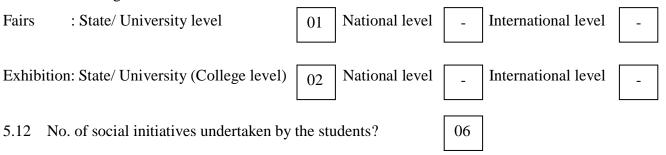 **(Ours is a women college).**

5.9 Students Activities :-

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

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

No. of students participated in cultural events?

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

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

State/ University level | 01 | National level | - | 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	1282	2597576
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11   Student organized / initiatives

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

Exhibition: State/ University (College level) | 02 | National level | - | International level | - |

5.12   No. of social initiatives undertaken by the students? | 06 |

5.13 Major grievances of students (if any) redressed: NIL

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 & suggestions related to curriculum.

6.3.2 Teaching and Learning

- Teaching plans prepared.
- Teachers make use of ICT for their teaching on regular basis.
- Lecture method is supported by demonstration method.
- Students-teachers interactions on regular basis.
- Unit tests are conducted.
- Extension and field activities are organized.
- Guest lecturers organised.
- Assessment of student's feedback.

6.3.3 Examination and Evaluation

- Unit tests & terminal examinations are conducted.
- Examination Results are informed to the students.
- Results are assessed and remedial measures are taken.
- Evaluation based interactions.
- Question banks for students.
- B. Sc., B.Com and B.A., examination and evaluation for various semesters were held at college level and results were declared within stipulated period.

6.3.4 Research and Development

- Teachers are motivated to undertake the research work.
- 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.
- Research committee in IQAC interact with teachers regarding research.
- Ph.D. Research Centre for Department of Music, Commerce and Home Science is in Process.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Reading room upgraded.
- Purchase of new books and journals.
- ICT setup periodically upgraded.
- Meetings of library committee at regular intervals.
- Focus on ICT based teaching.
- Reprography internet facilities are made available for staff & students.
- Up gradation of infrastructure undertaken on regular basis.

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.
- Working Committees tackle academic and extra academic task related to HR and the college.
- Staff attendance through Biometric Machine.
- Rotation of staff in different sections for better administration & co-ordination.
- Training program organised for teaching & non-teaching staff.
- IQAC motivates staff to participate training programme.

6.3.7 Faculty and Staff recruitment

- Qualified staff is recruited as per the rooms of UGC regulation and directives of the Government of Maharashtra Department of Higher and Technical education.

6.3.8   Industry Interaction / Collaboration

- Visits of the students are conducted to various industries in the nearby area.
- Visits are arranged to Dr. PDKV, Akola.
- MOU signed with Inner wheel Club.
- MOU with Indian Medical Association and Dr. PDKV in Progress.

6.3.9   Admission of students.

1. Advertisement for admission is given in local newspaper and display on the college notice board.
2. Admission committees for UG and PG admission are constituted every year. They verify admission form & documents related to the admission.
3. Framing of prospectus aimed at imparting guidance and motivation at the time of admission.
4. Teachers impart counselling to students and parents.

6.4 Welfare schemes for

Teaching	02
Non-teaching	01
Students	04

- Institution has established Salary Earners Society aimed at welfare of teaching and non-teaching staff.
- Staff contributed in student's aid fund for needy students.
- Writers Bank for physically challenged.
- By cycles provided to needy students with the help of NGO's.
- Availing of FIP Schemes for teachers.
- Earn & learn schemes for students.

6.5 Total corpus fund generated   -

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 declare results within 30 days?

For UG Programmes   Yes ✓   No ☐

For PG Programmes   Yes ✓   No ☐

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

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

Nil

6.11 Activities and support from the Alumni Association

- Alumni association is constituted by the college.
- Alumni association meetings conducted on regular basis.
- Some of the alumni members which are engaged in the profession such as advocate, police department, health services are invited to share their expertise 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.
- Parents are Free to share their feedback/difficulties with the faculty / Principal any time as & when needed.

6.13 Development programmes for support staff

- Motivated to undertake up gradation through education and skill development.
- Support staff is selected, generally from our students.
- They are motivated to take the part in the various activity of the college.
- They are permitted to join seminar, workshop and conferences.

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

- Extensive tree plantation and its conservation.
- Effective sprinkler system.
- Water bowls for birds.
- Kitchen garden and medicinal plants unit established.
- Solid waste and waste water management.
- Environment education through slogans, posters & rallies.
- 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.
- Awareness campaign regarding 'Ill effects of plastic bags'.
- Rain water harvesting Mechanism Updated.

Criterion – VII

7. <u>**Innovations and Best Practices**</u>

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

- Focused on student centric education.
- Up gradation in TLP through ICT, PPT and Extension Activities.
- Organise Motivational Speech *MAI* Program by Hon'ble President of BSS.
- Open door policy for students in library.
- One additional book issued to slow & advance learners.
- Organise RDG Idol Competition Every Year.
- Student of the year award for final year student.
- Earn & Learn based programme.

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

- Action Taken Report of 2017-18 is mentioned on Pg. No 6 to 7 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.
2. Tuesday morning assembly.
3. Theme based Gathering.
4. Writers bank for physically Challenged Students.
5. Diwali Sneh Milan Program organise for all stakeholders.
6. Self-governance program celebrated on Teachers day.

7.4 Contribution to environmental awareness / protection

Environmental awareness program were conducted.
- Tree plantation & Conservation in the campus on regular basis.
- Prohibition on use of polythene bags in the campus.
- Development of Medicinal plant garden.
- Environmental protection awareness through poster presentation, slogans & rallies.
- Bird's Heaven – water pots are made available for birds during summer.

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.

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

Future planning for Academic Session 2018-19

- ➢ To emphasis on effective use of ICT in Teaching and Learning Process (TLP).
- ➢ To promote and undertake more research and extension activities.
- ➢ To organize conferences, seminars, workshops & placement activities etc.
- ➢ To furnish library as a knowledge hub for the staff and students.
- ➢ To keep maintenance of campus.
- ➢ To prepare and submit Add on Courses proposals.
- ➢ To upgrade the setup and activities with respect to gender sensitization.
- ➢ To plan and organized community oriented exhibition.
- ➢ To form various committees and Review Committee.
- ➢ To established MOU with other Institutions / Organizations.
- ➢ Organization of Nutritional and Health Empowerment week.
- ➢ Organization of Programme on environmental awareness.
- ➢ Organization of NSS / NCC camps for cultural and community activities.
- ➢ To boost Alumni Association and Teacher-Parents Forum.
- ➢ Skill Development courses (Pouch Courses of 7 Days) will be developed by various departments.
- ➢ Students' participation in various social activities.
- ➢ Renovation of exam section with ICT facilities.
- ➢ Mentor system will be effectively followed.
- ➢ Students support mechanism will be developed for competitive coaching, career guidance and counseling, etc.
- ➢ Monitoring of student performance and learning outcome.
- ➢ Training program will be organized for non-teaching staff to update their skills.

Name: Mr. Sanjay T. Vite
Signature of the Coordinator, IQAC

Dr Devendra Vyas
Signature of the Chairperson, IQAC
PRINCIPAL
Smt. Radhadevi Goenka College
For Women, AKOLA.

SMT R. D. G. COLLEGE FOR WOMEN AKOLA (MS) – 444 001

ACADEMIC PLAN 2017-18

College Opening & Admissions Begin	12th June, 2017
Display of Time-Table	29th June, 2017
Orientation of the First Year Students	30th June, 2017
Classroom teaching will be Commenced	03rd July, 2017
Unit Test – I (Annual & Semester)	Last week of August 2017
Unit Test – II (Annual & Semester)	Last week of September 2017
Students' Seminars- I	October 2017
Submission & Evaluation of Assignments (Semester)	October 2017
University Exam (Annual & Semester)	As per University Scheduled
Diwali Vacation	**16th Oct. to 4th Nov. 2017**
Second Semester begins	11th December to 28th April 2017
3rd Unit Test (Annual)	Last week of November 2017
Educational Tours	November/December 2017
N.S.S Camp	November/December 2017
4th Unit Test (Annual)	Last week of December 2017
Sports competitions	January 2018
Annual Social Gathering	January 2018
5th Unit Test (Annual)	Last week of January 2018
1st Unit Test – I (Semester Pattern)	Last week of January 2018
Students' Seminars- II	February 2018
2nd Unit Test (Semester Pattern)	Last week of February 2018
Submission & Evaluation of Assignments (Annual & Sem.-II)	March 2018
University Exam (Annual & Semester)	As per University Scheduled
Summer vacation	**30th April 2018 to 9th June 2018**

SCHEDULE FOR ADMINISTRATIVE MEETINGS

Principal's Meeting with the Faculty Principal's Meeting with the Non-Teaching Staff	First week of July
Meetings of the College Council	Last week of July and Last week of April
Principal's Meeting with the Faculty Principal's Meeting with the Non-Teaching Staff	First week of December
Principal's Meeting with the Heads of the Departments	Fourth Saturday of Every Month
Meeting of the IQAC	Fourth Saturday of Every Month
Alumni Meet	January 2018

CELEBRATIONS / DAYS / MARKED OCCASIONS

05th June : World Environment Day	24th September : NSS Day
21st June : International Yoga Day	15th October : Vaachan Prerna Diwas
24th June : Sanskrit Day (Ashadh Shuddha Pratipada)	26th November : Samvidhaan Diwas
12th August : National Librarian's Day	12th January : National Youth Day (Swami Vivekananda Jayanti)
05th September : Teachers' Day	12th March : Yashwantrao Chavan Jayanti
14th September : Hindi Diwas	Etc.

- **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.
  - Institution should increase more number of Career Oriented Courses

- **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 carried 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. Supporting students to get formal education.

Context:

Smt. Radhadevi Goenka 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.

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

To find out the genuine need students for financial support.

Title – Tuesday Morning Assembly

Objectives of the Practice:

- A powerful tool of value education.
- To counsel and motivate the students.
- To inculcate values and cultural base in education.
- To empower the students.
- To create social awareness.

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 **R**eal **D**evelopment of **G**irls – **C**haracter, **U**prightness, **L**ove, **T**olerance, **U**nity, **R**ealistic and **E**ducated; 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 massage involved. Students are encouraged to actively participate in the assembly and convey their own thoughts from time to time. The idea behind this exercises it 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, NCC 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 begging 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 addition 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, experienced and dedicated 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 and NCC unit.

➢ Top meritorious record in different streams, in the university examination every year.

➢ 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.

➢ Establishment of 'Writers bank' for blind students.

WEAKNESSES

➢ Around 30% of teachers are on Clock Hour Basis.

➢ Moderate dropout rate.

➢ Moderate Research work and insignificant consultancy.

OPPORTUNITIES

➢ Expansion in academic programs and various new courses.

➢ New construction.

➢ Establishing effective linkage with community and starting Doctoral Research Program in the college.

➢ To reduce dropout rate

➢ To motivate staff and students to increase research work and consultancy.

CHALLENGES

➢ To increase placements and consultancy.

➢ To achieve academic excellence despite 30% of teachers on Clock Hour Basis.

➢ 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.

➢ To reduce the dropout ratio and increasing result of students.