

**Sant Muktabai Arts and Commerce College,  
Muktainagar, Dist-Jalgaon  
Pin Code: 425 306  
Accredited by NAAC (B+)**

AFFILIATED TO: -NORTH MAHARASHTRA UNIVERSITY,  
JALGAON (MAHARASHTRA )

The Annual Quality Assurance Report (AQAR) of the  
IQAC.

Submitted to;  
NATIONAL ASSESSMENT AND ACCREDITATION  
COUNCIL (NAAC) BANGLORE 560 010

**By,  
Dr.Rajkishor H.Gupta.  
PRINCIPAL.**

**NAME OF THE INSTITUTION:-VIDHYA BHRATI SHAIKSHANIK  
MANDAL AMRAVATI'S.**

**“SANT MUKTABAI ARTS AND COMMERCE COLLEGE MUKTAINGAR  
425 306 DIST-JALGAON (MAHARASHTRA)”**

**Year of Report: 2005-06**

**Part A:**

The action-plan sketched by the IQAC at the initial stage of the year for enhancing quality and the result achieved by the end of the year.  
Implementation of New Courses to enable the students for horizontal mobility.  
Excursion to academically important places to gain an idea of an advancement in the field of their study.

**Women's hostel:**

Our college is run by the Institution totally in the rural location of Muktainagar. Students from the rural areas seek admission to the various courses run by the college. It is found that the male and female students face the difficulty of lodging and boarding during the educational year at Muktainagar. The Institution has proposed the construction of hostel for women.

**General knowledge lectures for competitive examinations:**

To fulfil the needs of the students in the location, the college arranges the General Knowledge Lectures in order to make the students competent to face competitive examinations essential in this computerized world.

**Personality development:**

It is seen that the students of the college has brought good result in the Annual Examination of the University. But they are weak in communicative skills due to the hindrance of language. Therefore, the Department of English runs the Extra Coaching Classes on Grammatical structures & the demonstration related is taken by the lecturers. The Departments of English, Commerce and Economics also engage the Extra Periods for the weaker and needy students from time to time. To develop the knowledge in the subject, the lecturers of experts are arranged. Dr. Kharate, Dean of Arts & Fine Arts, North Maharashtra University, Jalgaon and other personality development trainees have been invited to highlight the important issues of the personality development. And thus,

the college has tried to shine the personalities of the rural students. As a result, they have sought positions well in the economical & social background in their societies.

### **Enrichment of the library:**

Library remains the heart of the institution. The role of it takes the institution to the summit of the competition. The credit of the academic excellence goes directly to references available in it. Therefore the college has decided to enrich it by purchasing the reference books, text books, journals, periodicals, etc. As a result of this, this year the college has spent Rs 2,01,626/- to purchase the books on various subjects. Rupees 11,602/-are utilized to purchase 30 journals. The library has been computerized.

### **Promotion of research**

To promote research activities, the Principal instructed to the lecturers to register their names for Doctorate degrees and Minor Research Projects.

### **Part B**

#### **1) Activities reflecting the goals and objectives of the institution:**

Students have been the most significant factor in the institution. He must be developed towards the goals & objectives of the institution, So, the different curricular and extra curricular activities and programs organized in our college have been really fruitful to bring all-round development of the students. The Institution decided to start Career Oriented Courses at FYBA/FYBCOM level to fulfil the needs of students towards self-employment & also to cater the needs of the students in the vicinity of Muktainagar Taluka.

The multipurpose hall, the playground i.e. the college premises are utilized for various cultural & social programs and activities in order to create social responsibility among the students. Our multipurpose hall is used by the government offices like the court of Muktainagar and the health office. The college building and the premises are utilized by the Primary School administration to conduct the scholarship examinations in the Muktainagar Taluka. The multipurpose hall of the college is utilized to arrange the Mela of the farmers of Sugar Factory Ghodasgaon, Muktainagar. The activities of N.S.S., the Departmental programmes & other related activities are also arranged in the multipurpose hall. Workshop on personality development ,Yuvati Sabha Programmes, Adult Education & Extension Services Programmes, Counseling Programmes Competitive Examinations etc, are arranged in the multipurpose hall of the college. Thus, we try to create social awareness and community responsibility among the students & it happens the sincere endeavors of the students to contribute to nation building.

#### **2) New academic programmes initialed ( U G and P G )**

Oriented Courses help students to get self employment and so college has decided to start the career oriented courses at FYBA/FYBCOM level. The proposal has been submitted to U.G.C. for the following oriented courses:

- 1) Taxation , Banking, Auditing & Income Tax.
- 2) Communicative skills in English, Photography
- 3) Computer Programming etc.

It is experienced that, efforts do something positively. To chase this, the Departments of English, Commerce and Economics engage the Extra Coaching classes i.e Remedial Classes for backward-class students to achieve excellence in the academic growth. As a result, the ratio of passing in annual examination is heightened, and, the weaker and the backward students have got encouragement to get services in this computerized world.

### **3) Innovations in curricular design and transaction:**

Our College is affiliated to North Maharashtra University, Jalgaon and hasn't an autonomy of designing curriculum of its own. The curricula are up-dated by the university from time to time and implemented by the college sincerely.

### **4) Inter disciplinary programmes:**

The college has decided to provide the horizontal mobility to progress the students of Arts & Commerce and therefor, the proposal for the career oriented courses has been sent to UGC for the following subjects:

- 1) Taxation, Banking, Auditing & Income Tax.
- 2) Communicative Skills in English, Photography
- 3) Computer Programming etc.

### **5) Examination reforms implemented**

As per the mission and goals of the institution, the students should be prepared well in order to contribute to nation building. To fulfil this, the positive preparation towards the students becomes essential. Therefore, as per the say of the principal, our college conducts the subject knowledge test, regular unit-test, and the terminal examinations as per the academic calendar. The departments conduct practice tests, seminar, group discussions & feed-backs. Students should be developed healthy towards the annual examination, so, the Practice Test of 100 marks is conducted by the department finally the academic year. If the students remain absent for the academic activity, their parents are conveyed through the letters which are got signed by them. To make remain sincere in the motto of education and social awareness, the counseling is done by all the staff members and the principal from time to time, and as a result, particular sign of discipline of social responsibility has been observed. Home-assignment, project work, visit to the small industries, the preparation for the practical of 20 marks are given to the students. If some mistakes are found in their working, the proper suggestions are passed on to them to get the sincere result.

**6) Candidates Qualified: - NET/SLET/GATE, etc.**

-----Nil---

**7) Initiative towards faculty development programmes**

-----Nil-----

**8) Total number of seminars/workshops conducted**

Our college organized Psycho-Health Camp related to the word problems of man on 11.10.2005 in joint collaboration of N.S.S. Department with the Court of Muktaingar . Eminent doctors and judges delivered their lectures. The doubts of the students were solved finally. The students were a sort of counseled to know psychic patients.

Special winter camp of 10 days was organized at Nadwel from 2.11.06 to 11.1.06. The Gabian-Type of plug was built by the N.S.S. campers, which stood first in Jalgaon District. Cultural and social survey of Nandwel, awareness on Aids, eradication of superstitions and cleanliness campaign were carried out them.

The workshop named, "Yuva Swachchhata Doot" was organized from 10.3.06 to 11.3.06 by the Department of N.S.S to cherish the awareness of cleanliness towards pollution in society. The seminars on syllabus were organized by the Departments at their levels.

Dr.J.S.Chaudhari, Head Department of Marathi attended the following seminars, conferences & workshops as N.S.S.P.O.

- 1) State Level Conference on Training for N.S.S. Officers on 3.12.05 at North Maharashtra, University Jalgaon
- 2) University Level & Workshop for N.S.S. Officers on 28.10.05 at Chalisgaon .
- 3) University Level Yuvak Mahotsav by N.S.S.Department of North Maharashtra University, Jalgaon from 18<sup>th</sup> to 21<sup>st</sup> December 2005.
- 4) University Level seminar on the subject of Marathi at Dhule on 9<sup>th</sup> April 2006.
- 5) University Level workshop on N.S.S.at North Maharashtra University, Jalgaon on 24.4.06
- 6) A workshop on N.S.S.at Bhusawal on 14.10.05

Prof K.P.Patil, Department of Hindi attended the following seminar & conference:

- 1) National level seminar on the subject of Hindi at Dhanajinana Mahavidyalaya, Faizpur.
- 2) University level conference on the subject of Hindi at Nagaon, Dist-Dhule on 26<sup>th</sup> Feb.2006.

Prof B.L.Mhajan, Head department of Economics attended the state level workshop on the subject of Declining Sex Ration in Indians and its impact, Economical, Social and psychological From 7<sup>th</sup> to 8<sup>th</sup> Jan 2006 at G.D.Bhedale College, Jalgaon.

The Co-thinking meeting of the N.S.S. Programme Officers in the Bhusawal region of the North Maharashtra University, Jalgaon was organized on 14 oct 2005.

Prof L.B.Gayakawad, Head department of English attended the National Seminar on "Post Accreditation Review of Accredited Institutions for Quality" at L.R.T. College,

of Commerce, Akola as a local co-ordinate of NAAC. He also attended the University level seminar on "Modernity and its Implications" on 11<sup>th</sup> Feb.2006, at G.D.Bendale, Mahavidyalaya, Jalgaon.

Prof S.D.Patil, Head department of Geography attended the National conference on the subject of Geography at Bharatiya College, Amravati From 30<sup>th</sup> Sept to 2<sup>nd</sup> Oct 2005. He also attended the Refresher Course on the subject of Geography at North Maharashtra University, Jalgaon from 19<sup>th</sup> Dec,2005 to 8<sup>th</sup> Jan,2006.

Prof P.M.Sonawane, Head, department of History attended the university level conference on the subject of History at P.O. Nahata College, Bhusawal from 20<sup>th</sup> to 21<sup>st</sup> Jan.2006.

Prof V.S.Jadhav, Director for Physical Education attended the University level workshop on the subject of physical Education at North Maharashtra University, Jalgaon from 27<sup>th</sup> June to 1<sup>st</sup> July, 2005.

Prof L.B.Gayakwad Head of department of English was invited as resource a Person to guide the various high-school students at Kurha, Tal Muktaingar in the 6 day Personality development workshop and for the prize distribution programme organized by Mahashi Valmiki Social Organization in joint collaboration with Grampanchayat, Kurha Z.P. President, Respected Arunji Kandelkar Presided over the programme.

Prof P.M.Pawar, Head of department of Political Science attended the state level conference on the Political Science from 14 to 16<sup>th</sup> Feb 2006 at Ferguson College, Pune.

**9) Research project:**

-----NiL-----

**10) Patents generated if any:**

-----NiL-----

**11) New collaborative research programmes:**

-----NiL-----

**12) Research grants received from various agencies:**

-----NiL-----

**13) Details of research scholars:**

Prof P.M.Pawar has submitted his Ph.D. thesis to the North Maharashtra University, Jalgaon on the subject of the Political Participation of Banjara Community: An Analytical Study with Special Reference to Jalgaon District.

**14) Citation index of faculty members and impact factor:**

-----NiL-----

**15) Honors / awards to the faculty:**

-----Nil-----

**16) Internal resources generated:**

-----Nil-----

**17) Details of department getting SAP, COSIST (ASSIST) DST.FIST, etc**

**assistance / recognition:**

-----Nil-----

**18) Community services:**

Students come from community to develop community, which has been the social contribution in their life.

To develop students means to develop community. Therefore, the Community Service based programmes are organized by the college.

Anniversaries of the social reformers are celebrated to create social awareness among the students to make students introspect themselves and about the welfare of the community.

Programmes carrying patriotic spirit are arranged at the time of 15<sup>th</sup> of August and 26<sup>th</sup> of January every year.

Rallies on communal harmonies in the city of Muktainagar and the cycle rally to canvass the message of literacy among the illiterate people of the Muktaingar Taluka have been followed enthusiastically.

At the time of the N.S.S. Foundation Day, the students of N.S.S. discussed on the social attitude of Mahatma Ganthi, Swami Vivekananda & Pt.Jawaharlal .Nehur before the students of the College. A particular type of awareness towards community was seen among the students.

The problems & doubts of the students of Department of English about operating computers were solved organizing computer training.

The personality development of the students was made not only by arranging the lecturers on General Knowledge but also on Competitive Examinations. As a result, our students have been selected and are working in the offices in the various cities in Maharashtra .

The training on Ball-Badminton was given to the students by Mr.Pathak, Physical Education Director of Arts and Commerce College, Bodwad. A particular type of zeal was observed among the students.

The eye of research among the students have been attempted by the Department of History by surveying on the lives of National heroes & Saint Muktabai in the form of historical projects.

The students of Department of Geography & Environmental Science tried to learn the water management of the Hatnur Dam on the principle of utilizing for domestic,

agricultural and industrial purposes. They learnt also the water storage and the control of water during the season of monsoon.

Creating the awareness of business management was followed by the Department of Commerce through the visits to the khadi Gramodyog Mandal, & the industrial trips to Jalgaon & Pal. Social relation maintenance was attempted by organizing the send off function for the students and teachers.

Computer training to students & teachers, the dialogue on nation building through the discussion on competitive examinations in the presence of ex-students and present students and the send-off function were attempted by the department of English.

The practical on the philosophies of the social workers were made for the students and the attempt of creating social awareness among them was followed by the department of Marathi.

The department of Economics arranged the lectures of Shri Vyavahare, C.B.I, Manager and Sulochana Patil to produce the skill of self finance group and the management of banking.

The social-awareness by arranging the lecture of Prof.S.A.Saindane on the principles of Satya-Shodhak Samaj was followed and the principles of Gandhiji were spread among the community of the high-school students of Muktainagar Taluka fully through the means of photo-exhibition of Gandhiji by the department of Political Science. The work management of the Chikhali Village Panchayat was understood following dialogues with the Sarpanch and the V.D.O.

Social awareness and personality development were attempted through the means of poem reading competition and debating competition. The temple management of Shegaon was studied by the students of Marathi Department through practical.

Dr J.S.Chaudhari is working as a chairman of G.M.Co-operative Credit Society & a secretary of Santaji Maharaj Trust in Muktaingar.

**19) Teachers and officers newly recruited:**

-----Nil-----

**20) Teaching-non teaching staff ratio :**

17:10

**21) Improvements in the library services:**

Library creates personalities through readings. The facilities must be provided to the users, therefore, the improvements in the library services are made as follows:

-Reprography service to the users

-Internet Service

-The purchase of books by the concerning subject teacher through proper selection.

-Library services to the ex-students for the further education of M.A. & M.Com and the competitive examinations.

-The facility of the xerox material to the users from the magazines and the journals for the competitive examination.

Mr.M.S.Kharate, Dean, Arts & Fine Arts, North Maharashtra University, Jalgaon. Mr.D.D.Gware, Police Inspector, Muktaingar , Mr. P.S.Musale, Deputy Director , Nashik



Division, Nasik. Prof Shashikant Borse, Director, Students Welfare & National Service Scheme, North Maharashtra, University, Jalgaon. Prof Dadasaheb Bhatewal, B.P.Arts, & Commerce & Science College, Chalisgaon. Dr Vijayrao Randhe, Principal, S.P.D.M.College, Shirpur, Dist Dhule, have visited the library and we have tried to improve it as per their out look if any.

## 22) New books/journals subscribed and their value:

Following new books are purchased for the year 2005-06

Sr No	Particulars	No of Books Purchased	Price
1	U.G.C.Grant	1349	1,99,946=00
2	From Students Fee	09	1680=00

Journals subscribed for the year 2005-2006

Journals help much to the students and the teachers in the academic use, therefore, following journals are subscribed for the year 2005-2006

Sr No	Particulars	No of Journals Subscription	Subscription Price
1	U.G.C.Grant	--	--
2	From Students Fee Journals	30	11,602=00

## 23) Courses in which student assessment of teacher is introduced and the action taken on student feedback:

The feed back of the department of English and the department of Commerce have been taken from the students.

## 24) Unit cost of education: (Budgeted)

### Unit cost of education for the year 2005-06

1. No of Students :- 372
2. Total annual expenditure budget :-55,54,000/-
3. Unit cost with salary component :- 14,390/-
4. Expenditure budget excluding salary component :- 4,54,000/-
5. Unit cost without salary component :- 1220/-

## 25) Computerization of administration and the process of admissions and examination results, issue of certificate.

Office of the college must be well developed with facilities fully, therefore, the institution has decided to computerize it in 2006-07.

## **26) Increase in the infrastructure facilities:**

The institution has introduced the following infrastructure facilities in the college: Women's Hostel in future, development of the college garden, the new plantation in the college campus, the construction of a tar road, etc.

## **27) Technology up-gradation:**

Computerization of the office in 2006-07  
Internet facility  
Internet facility to students  
Hardware up-gradation  
Advanced software purchase  
Computer training to the non-teaching staff

## **28) Computer and internet access and training to teachers and students:**

The college has the well-equipped computer laboratory for the students of Commerce and Arts. The Library has the internet access available for students and staff.

## **29) Financial aid to students:**

There are the following financial aids available for the students of the college.

1. E.B.C. Concession
2. Merit Scholarship
3. National Merit- Scholarship
4. Government Merit Scholarship
5. Free ship to Children of High-School Teachers
6. North Maharashtra University Students Welfare Fund Scholarship
7. Free-Ship to Children of Freedom Fighter
8. PTC for Children of Primary/Middle/High-School Teachers
9. National Scholarship
10. College Student Free-ship
11. G.O.I. Scholarship to S.C/S.T./Other Backward Classes
12. Once Failure Concession in Fees by Central Govt to support S.C/S.T.Students.
13. Maharashtra State open Merit Scholarship for students of all communities.

## **30) Activities and support from the alumni association:**

Alumni are invited and requested to donate books to the library book-bank. They are providing honorary services to the college, if the time requires. They are invited to guide the students at the time of the inauguration of the associations of the departments. The meeting of Alumni was arranged on 14<sup>th</sup> August 2005.

### **31) Activities and support from the parent teacher association:**

College arranges the meetings of parents and teachers to calculate the difficulties in their field. Suggestions of the parents are considered significant to maintain the excellence in the field of education. Awareness-giving letters signed by the parents are collected by the department of English if the students remain absent to qualify the academic activity. Personally contact with the parents is maintained. Parents have praised the teaching-methods of the departments.

### **32) Health services:**

Medical check-up for FYBA/FYBCOM is followed every year as per the rules and regulations of the university. Not only students but also the teachers are counseled about health by the concerned doctors. A counseling lecture on Health and Yoga was made available to the students at the time of the Special winter Camp of N.S.S. There is a facility of first aid-box in the College. Special importance is given to the cleanliness campaign.

### **33) Performance in sport activities:**

Koli Ravindra Pandurang participated in the National Athletics Long Jump and Tripple Jump competition at Tirunelveli, Tamilnadu University from 27<sup>th</sup> Jan. 2006 to 6<sup>th</sup> Feb 2006.

Ten students participated in Inter Collegiate Athletics Tournaments at Raver from 23<sup>rd</sup> Oct. 25<sup>th</sup> Oct. to 2005.

Three students participated in Inter Zonal Athletics Tournaments at Arts, Commerce & Science College, Shahada from 27<sup>th</sup> Oct to 29<sup>th</sup> Oct, 2005.

Responsibility as the Team Manager for the above competitions was carried out by Prof V.S.Jadhavo.

### **34) Incentives to outstanding sport persons:**

The lectures on competitive examination and personality development were conducted by the General Knowledge committee, which has been guidance as well as counseling to the students for future career building. We invited our ex-students to guide and counsel to enhance the excellence of life attitude in future. The lectures on Aids, health, social awareness of cleanliness were conducted by the N.S.S. department. The Yuvati Sabha and the Adult Education and Extension Committees have followed their programmes from time to time.

### **35) Students achievements and awards:**

-----Nil-----

### **36) Activities of the Guidance & Counseling Unit:**

The General Knowledge Committee organized the lectures on competitive examinations and personality development. The ex-students also were called to guide and counsel the present students. The guest lectures on Aids, health, social awareness, cleanliness, etc were conducted by the department of N.S.S. The Yuvati Sabha and the Adult Education and Extension Committee have followed their programmes from time to time.

**37) Placement services provided to students:**

-----Nil-----

**38) Development programmes for non-teaching staff:**

The health camp in respect of the 69<sup>th</sup> birthday of Sau Pratibhatai Patil, Governor of the Rajasthan State was organized and the medical check-up of the non-teaching staff was made. Mr Halde, Director of Param Computer Muktaingar was called to give the computer training to the non-teachings staff.

**39) Health practices of the institution:**

The issue of ragging has been going on very much problematic in the colleges of cities, therefore, the Institution has been taking care continuously, and, no attempt regarding it has been attended in the college.

The N.S.S. unit has built the Gabain type plug at Nadwel in the Special Winter Camp, which has been No 1 in the district of Jalgaon in the North Maharashtra University Jalgaon.

Dr Kharate, Dean of Arts and Fine Arts of North Maharashtra University delivered his brilliant lecture to students. The emphasis of his talking was on the personality development and social awareness.

**40) Linkage developed with National/International academic/Research bodies:**

-----Nil-----

**41) Any other relevant information the Institution wishes to add:**

If the teachers are on leave, their periods are engaged by other teachers for not to waste the time of students. This practice helps us to avoid the roaming of the students in the college campus and helps to maintain the discipline and healthy atmosphere.

The performance of the teacher is evaluated at the end of the academic session by following the self-appraisal method. & the educational discipline is maintained and balanced. The forms are evaluated by the principal and orally suggestions are given to the teachers related to improve teaching and the next year the outcome has been observed.

Departments follow the practice of visiting the small industries and offices for the completion of the practical work for students given by the university. This helps to develop the personality of students.

Ex-students are invited at the time of functions. The present students observe the qualities developed among them, they think on comparing with them and they are gradually updated towards the development and self-awareness as the former students have already progressed.

All the departments conduct seminars, group discussions, departmental meetings unit tests, terminal examinations, home-assignments, project work, practice test of 100 marks, subject knowledge test, tutorials etc. throughout the year.

Department of English follows home-assignments on teaching items related to grammar. While teaching, these teaching items are found out and are put before the students to study at home. This practice has been fruitful to develop communication skills of English among the students courageously. This department follows the internal discipline of holding a question answer round, inter-class one day seminar, at local level, syllabus related cutting from the newspapers, a meeting on seminar for discussion, felicitation of ex-students, etc. Remedial teaching for weaker and needy students, practice tests xeroxing material on notes to students, bridge courses, English writing and speaking course, awareness letters to parents, send-off-function, etc. are followed to sow the excellence among the students. As a result, the department has got thanking letters from former students and parents and the good result has been sought in annual examination by students.

To maintain order in educational and administrative activities, different committees are formed and the duties related are assigned to the teachers concerned.

Our teachers are respected with the concerned work like practical examiners, assessment of answer paper, external and internal senior supervision, work etc.

### **Social annual gathering:**

The College follows, “elocution competition, javelin throw, short-put throw, music-chair, slow-cycling, marathon, debating competition, song competition, sport competitions, the different cultural programmes etc. at the time of the annual social gathering. Poetry reading competition fancy dress competition, ragoli competition, anand Mela competition, etc at the time of annual social gathering.

The college organized the grand blood donation camp in respect of the 69<sup>th</sup> birthday of Sau.Pratibhatai Patil,Governor of the Rajasthan State. 70 persons including male and female students, teachers & citizens of the Muktaingar Taluka donated blood.

Foundation Day & Orientation programme to the volunteers of N.S.S.were organized by the N.N.S Department.

Prof.R.L.Kachhawa of department of Economics has been holding the responsibility of Incharge Principal of the College since 5<sup>th</sup> Dec 2005.

### **Part C :**

#### **Details of the plans of the institution for the next year :**

We have proposed the construction of the hostel for women and the fast attempts will be followed to have the completion of it.

The institution has decided to extend the Career Oriented Courses.

Sincere efforts will be made to enrich the library with the storage of the new text books, and reference books in all the subjects.

Installation of water acquaguard and coolers will be made available for the stakeholders of the college

Innovative techniques in teaching like controlling of pollution, strict order and attention on the issue of ragging, effective water management by the N.S.S. unit, etc. will be implemented.

Renowned guest lecturers will be called on for all the departments.

#### **Research:**

The staff members are instructed to enroll their names for the Minor Research Projects, M. Phil and Directorate Degrees.

#### **Extension:**

1. It has been decided that community related activities have to be implemented.
2. Students will be made well acquainted with the Environmental Disaster.
3. Emphasis will be given on tree-plantation cherishing with full attention.
4. To implement the sincere activities towards water conservation.

( Prof .L.B.Gayakawad )  
Name and signature of the  
Coordinator, IQAC

( Dr.R.H.Gupta )  
Name and Signature of the  
Chairperson, IQAC

