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Quality Assurance
National Association of
Academics and Colleges

INSTRUCTIONS

This questionnaire is designed to make a survey of the basic processes related to quality management efforts in your institution. The survey consists of five sections.

- 1. General Profile
- 2. IQAC (Internal Quality Assurance Cell) activities
- 3. Academic and Learning Outputs
- 4. Student Mentoring and Support System
- 5. Governance and Innovation

The activities of the institution in the above five sections or in other relevant areas are being surveyed to create a quality profile for the year in relation to institutional vision and goals. The survey results would enable the institution and IQAC to create a quality index profile, which will be a useful learning exercise. Apart from the responses to the online survey, in some cases, requests for any further evidence, the information may be sent by hard copy to the IQAC to make a diagnostic survey of national higher education. Feedback will be provided to each participating institution. No judgement or ranking on institutional quality is intended.

IMPORTANT

In order to view a preview of the questionnaire, the PDF version is available at [www.naac.org](#).
When answering the questionnaire, please ensure that no question is omitted in order to have a holistic view of the institution.
This survey is anonymous. We do not have access to the filled-up form, i.e., once the 'done'

2.

1. Kindly provide the details of the institution

Name of Institution: SHIVRAJ COLLEGE OF ARTS, CO

Year of Establishment of the Institution: 26/06/1964

Address Line 1: A/P-WADARGE ROAD, GADHINGL

Address Line 2: TAL-GADHINGLAJ, DIST-KOLHAP

City/Town: GADHINGLAJ

State: MAHARASHTRA

Postal Code: 416 502

Email Address: shivraj_college@yahoo.com

2. NAAC Accreditation/ Reaccreditation Details

Year of Accreditation/ Reaccreditation: 16/02/2004

Current Grade: B

CGPA: 73.25

3. Institutional Status

Affiliated Permanent

4. Contact Person Details

Name of Head of Institution: Dr.S.Y.KOTMIRE

Contact Phone: 02327-222333,222307

Email: shivraj_college@yahoo.com

Website URL: www.shivraj.edu.in

Name of IQAC: B.M KIJJI KARNI

mail:

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SECTION I

This section is related to institutional goals, vision and mission, academic programmes and activities, strategies and action plans for institution building.

5. Number of academic programmes existing (Enter a number; 0 for nil)

Undergraduate (BA/B.Sc./B.Com etc.)	<input type="text" value="6"/>
Post Graduate (MA/M.Sc./M.Com etc.)	<input type="text" value="2"/>
Research Programmes (M.Phil/P.hD)	<input type="text" value="0"/>
Certificate Programmes	<input type="text" value="6"/>
Professional Programmes (B.Tech/M.Tech/B.Ed/M.Ed/Medicine/Pharmacy/Paramedical/Nursing etc)	<input type="text" value="0"/>
Other value added programmes	<input type="text" value="0"/>
Any other programme offered (Specify)	<input type="text" value="1"/>

6. Details on Programme Development (Enter a number; 0 for nil)

How programmes added during the year	<input type="text" value="0"/>
New programmes designed	<input type="text" value="3"/>
Programmes under revision	<input type="text" value="3"/>
Interdepartmental collaborative programmes	<input type="text" value="0"/>
Inter institutional collaborative programmes	<input type="text" value="0"/>
	<input type="text"/>

recommendations
implemented
(Total)

Number of NAAC

peer team
recommendations
implemented

Number of

UGC/any other
expert committee
recommendations
implemented

Number of review

committee
recommendation
under
implementation

Number of NAAC

peer team
recommendations
under
implementation

Number of UGC/

any other expert
committee
recommendations
under
implementation

7. Faculty Details (Enter a number; 0 for nil)

Total faculty

strength required
as per norms for all
programmes

Total faculty on

rolls

Faculty added

during the year

Faculty positions

the year

Total number of
visiting faculty

36

Total number of
guest faculty

0

8. Qualification of Faculty

PhD and Above

20

MPhil

8

Masters

92

Any other (Specify)

2

9 Faculty qualification improvement

PhD awarded to
existing faculty

1

MPhil awarded to
existing faculty

0

Any other degree
awarded to
existing faculty

0

10. Administrative Staff Details (Enter a number; 0 for nil)

Administrative staff
(Total sanctioned)

84

Administrative staff
(Actual strength)

76

Added during the
year of reporting

0

Left during the
year

0

Number of posts
vacant

8

11. Technical Support Staff Details (Enter a number; 0 for nil)

Technical Support
Staff (Total

0

Technical Support

Staff (Actual
strength)

Added during the
year

Left during the
year

Number of posts
vacant

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SECTION II

This section surveys the quality sustenance and development activities during the year taken up by IQAC.

It reflects quality management structure, strategies, and processes which would enhance academic quality of the institution as perceived by faculty, students, alumni, and other stakeholders (social perception of the institution) inline with the vision, mission and goals of the institution.

12. Establishment details

DD MM YYYY

Year of establishment of IQAC / /

13. Composition of IQAC (Enter a number; 0 for nil)

Number of IQAC members

Number of Alumni in IQAC

Number of Students in IQAC

Number of Faculty in IQAC

Number of Administrative Staff in IQAC

Number of Technical Staff in IQAC

Number of

Number of

External experts in
IQAC

Number of any

other stakeholder
and community
representatives

14. IQAC Meetings

Number of IQAC

meetings held
during the year

15. Whether Calendar of activities of IQAC formulated for the academic year

Yes

16. IQAC Plans for Development (Enter a number; 0 for nil)

Number of

academic
programmes
proposed

Number of value

added
programmes
proposed

Number of skill

oriented
programmes
proposed

Number of faculty

competency and
development
programmes
proposed

Number of other

staff development
programmes
proposed

proposed

Number of co-curricular activities

18

proposed

Number of inter departmental cooperative

0

schemes proposed

Number of community extension programmes proposed

2

Any other programmes

1

proposed (Specify)

17. IQAC Plans for development & Implementation (Enter a number; 0 for nil)

Number of academic programmes implemented

0

Number of value added programmes implemented

0

Number of skill oriented programmes implemented

0

Number of faculty competency and development programmes implemented

0

Number of other staff development programmes implemented

0

programmes
implemented

Number of co-
curricular activities
implemented

18

Number of inter
departmental
cooperative
programs
implemented

0

Number of
community
extension
programmes
implemented

2

Any other
programmes
suggested that are
implemented
(Specify)

3

18. IQAC Seminars and Conferences (Enter a number; 0 for nil)

Number of seminars/
conferences/
workshops organized
by IQAC within the
institution

3

Number of participants
from the institution

0

Number of participants
from outside

0

Number of external
experts invited

0

Number of external
conferences/seminars/
workshops on
institutional quality
attended

1

collobrative
programmes

19. Did IQAC receive any funding from UGC during the year ?

- Yes
 No

20. If the response to Qn. 18 is Yes, please provide the amount received from UGC - (Input 0 - if NA/NIL-) Any other source including internal financial support from the management (Specify amount)

Amount Received
from UGC

Amount Received
in any other
source including
the college
management

21. Any significant contribution made by IQAC on quality enhancement during current year (Please provide details in bullet format)

- | | |
|----------------------------------|---|
| 1. COC Programmes proposed. | ▲ |
| 2. Construction of Language Lab. | ▼ |

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SECTION III

In this section the events, activities, and outputs in the field of research and academic areas are being surveyed.

22. Academic Programmes

Number of new academic programmes developed or signed by faculty

0

Number of faculty members involved in curriculum restructuring/revision/syllabus development

5

Number of programmes in which evaluation process reformation taken up and implemented

5

Number of active teaching days during the current academic year

242

Average percentage of attendance of students

89

Percentage of classes engaged by guest faculty and temporary teachers

100

Number of self financed programmes offered

10

Number of aided programmes offered

4

Number of programmes discontinued during the year

0

23. Whether any systematic student feedback mechanism is in place ?

24. Feedback Details (If answer to Question 20 is Yes)

Percentage of courses where student feedback is taken

25. Is feedback for improvement provided to the faculty?

Yes

26. Faculty Research, Projects, and Publication details for the year

Number of major research projects undertaken during the year

Number of minor research projects undertaken during the year

Number of major ongoing projects

Number of minor ongoing projects

Number of major projects completed

Number of minor projects completed

Number of major project proposals submitted for external funding

Number of minor project proposals submitted for external funding

Number of research publications in peer reviewed journals

Number of research publications in international peer reviewed journals

Number of research publications in international peer reviewed journals

Number of research papers accepted for publication in international peer reviewed journals 0

Number of research papers accepted for publication in national peer reviewed journals 0

Average of impact factor of publications reported 0

Number of books published 1

Number of edited books published 0

Number of books (single authored) published 1

Number of books (coauthored) published 0

Numbers of conferences attended by faculty 18

Number of international conferences attended 3

Number of national conferences attended 15

Number of papers presented in conferences 10

Number of papers presented in international conferences 7

Number of papers presented in national conferences 8

Number of conferences organized by the institution 0

Number of faculty acted as experts resource persons 2

Number of faculty acted as experts resource persons - 0

experts resource persons-
national

Number of collaborations with international institutions

Number of collaborations with national institutions

Number of linkages created during the year

Total budget for research for current year as a percentage of total institution budget

Amount of external research funding received in the year

Number of patents received in the year

Number of patents applied for in the year

Number of research awards/ recognitions received by faculty and research fellows of the institute in the year

Number of PhDs awarded during the year

Percentage of faculty members invited as external experts/resource persons/reviewers/referees or any other significant research activities

6.

SECTION IV

This section deals with Student Mentoring and Support System existing in the institution. This includes student activities, mentoring, and opportunities for development and inclusive practices.

27. Student Details and Support Mechanisms

The total intake of

students for
various courses
(Sanctioned)

Actual enrollment

during the year

Student dropout

percentage during
the year

Success

percentage in the
final examination
across the courses

Number of

academic
distinctions in the
final examination
and percentage

Number of

students who got
admitted to
institutions of
national
importance

Number of

students admitted

Number of students qualified in UGC NET/ SET

Number of students qualified GATE/ CAT/ other examination (Specify)

28. Does student support mechanism exist for coaching for competitive examinations?

No

29. Student participation, if response is yes to Qn. 27

Number of students participated

30. Does student counselling and guidance service exist ?

Yes

31. Student participation, if answer to Qn. 29 is yes

Number of students participated

32. Career Guidance

Number of career guidance programmes organized

Percentage of students participated in career guidance programmes

33. Is there provision for campus placement?

34. If yes to Qn. 32

Number of students participated in campus selection programmes

Number of students selected for placement during the year

35. Does gender sensitization program exist ?

Yes

36. If Answer is Yes to Qn 34

Number of programmes organized

37. Student activities

Number of students participated in external cultural events

Number of prizes won by students in external cultural events

Number of cultural events conducted by the institute for the students

Number of students participated in international sports and games events

Number of

national level
sports and games
events

Number of students

participated in
state level sports
and games events

Number of students

participated in
university level
sports and games
events

Number of prizes won by students in

international sports
and games events

Number of prizes won by students in

national level
sports and games
events

Number of prizes won by students in

state level sports
and games events

Number of prizes won by students in

university level
sports and games
events

Number of sports and games events

conducted by the
institute for the
students

38. Composition of students

Percentage of Scheduled Tribe

Percentage of other backward communities

7.81

Percentage of women students

42.87

Percentage of physically challenged

0.15

Percentage of rural students

100

Percentage of urban students

0

39. Scholarships and Financial Support

Number of students availing financial support from the institution

51

Amount disbursed as financial support from the institution

19150

Number of students awarded scholarship from the institution

5

Number of students received notable national/international achievements/recognition

311

40. Student initiatives

Number of community upliftment programmes initiated by students

2

2

students

Number of social

2

action initiatives

based on science /

environment

initiated by

students

Number of student

10

research initiatives

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SECTION V

This section surveys the Governance and Innovation at the institution related to quality management. The educational management strategies adopted and in practice for achieving the objectives are focussed.

41. Whether perspective plan for overall developmental activities is created ?

Yes

No

42. If the answer for Qn. 40 is Yes, is the plan implemented and monitored ?

Yes

No

43. Whether benchmarking is created for institutional quality management efforts ?

Yes

No

44. If the answer to Question 42 is Yes, please list the benchmarking in various areas of development in bullet format

- | | |
|---|---|
| 1. Ladies Hostel | ▲ |
| 2. Extension of Chemistry Lab. | ▼ |
| 3. Dress Code for Professional Courses. | ▲ |

45. Is a Management Information System (MIS) in place ?

Yes

No

46. If answer to question 44 is Yes, please provide details of MIS applied to

1. Administrative procedures including finance

- 2. Student admission
- 3. Student records
- 4. Evaluation and examination procedures
- 5. Research administration
- 6. Others

(enter the respective details corresponding to the serial numbers)

1. Biometric Attendance System.	^
2. Computerised Admission Process.	v
3. General Registers and Exam Ledgers	

47. Existence of learning resource management

	Yes	No
e-database in library	<input type="checkbox"/>	<input type="checkbox"/>
ICT and smartclass room	<input type="checkbox"/>	<input type="checkbox"/>
e-learning sources (e-Books, e-Journals)	<input type="checkbox"/>	<input type="checkbox"/>
Production of teaching modules	<input type="checkbox"/>	<input type="checkbox"/>
Interactive learning facilities	<input type="checkbox"/>	<input type="checkbox"/>

48. Internal resource mobilization : Kindly provide the amount contributed

Research	<input type="text" value="0"/>
Consultancy and training	<input type="text" value="0"/>
Student contribution	<input type="text" value="185200"/>
Alumni contribution	<input type="text" value="0"/>
Wellwishers	<input type="text" value="119700"/>

49. Infrastructure and welfare spending: Please specify the amount

Amount spent for infrastructure development	<input type="text" value="493614"/>
Amount spent for student welfare	<input type="text" value="0"/>
Amount spent for staff welfare	<input type="text" value="0"/>

50. Is delegation of authority practiced

Yes

No

51. Does grievance redressal cell exist ?

Yes

No

Faculty



Students



Staff



52. Grievances received from faculty and resolved (Enter a number; 0 for nil)

Number of
grievances received

Number of
grievances resolved

53. Number of grievances received from students and resolved (Enter a number; 0 for nil)

Number of
grievances received

Number of
grievances resolved

54. Number of grievances received from other staff members and resolved (Enter a number; 0 for nil)

Number of
grievances received

Number of
grievances resolved

55. Has the institution conducted any SWOT analysis during the year

Yes

No

56. The SWOT analysis was done by internal or by external agency

Internal

External

57. Kindly provide three identified strengths from SWOT Analysis (in bullet format)

- 3. Well equipped Computer Lab with Wi-Fi facility. ^
- 4. Library with rich reference collection having 55000 + books. v

58. Kindly provide three identified weaknesses from the SWOT analysis (in bullet format)

- 1. Infrastructural barriers.
- 2. Inadequate funds.
- 3. Laboratory facilities are insufficient for Research.

59. Kindly provide two opportunities identified from the SWOT analysis (in bullet format)

- 1. To introduce new P.G. courses.
- 2. To construct Sports Complex.

60. Kindly provide two identified challenges/threats from SWOT analysis (in bullet format)

- 2. Reduction in Student Strength in Professional Courses due to recession and other options available. ^

61. Identify any significant progress made by the institution towards acheiving the goals and objectives during the year (list below in bullet format)

- 1. Constnution of Ladies Hostel.
- 2. Expansion of Chemistry Lab.
- 3. Development of Research Lab.

62. How do you perceive the role of NAAC in the quality development of your institution (Suggestions in bullet format to be given below)

- 1. Feedback ^
- 2. Consistency in academic and other activities for quality development. v

8.

CONCLUDING REMARKS

This exercise is intended to make a self analysis of the quality development of the institution during the year. The perspective plan and implementation for every year is to be documented and analysed to get a cumulative index for the period of accreditation and reaccreditation. Any substantial changes / initiative in this direction is to be separately listed. The best practices in various areas can be listed as a separate annexure. The data will be used to create a quality profile based on the total score index arrived at and this would help to map the institutions' strengths and areas of improvement.

NAAC will provide feedback and a quality profile based on analysis of your inputs if you desire so.

Thank you for your participation.

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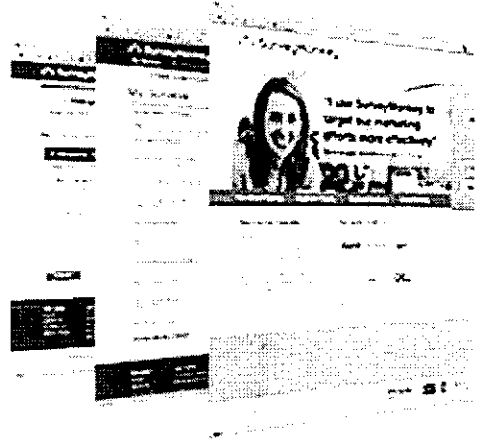
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