



Shiksha Mandal's

G. S. COLLEGE OF COMMERCE, WARDHA.

{PERMANENTLY AFFILIATED U/S 2 (F)}

(Recognized by Govt. of Maharashtra, Approved by AICTE, New Delhi & DTE and
Affiliated to RTM Nagpur University, Nagpur.)

(A 'Hindi' Linguistic Minority College)

Internal Quality Assurance Cell (IQAC)



G.S.C.C. WRD/113/2016-17

Date: 24/08/2016

To
The Director,
NAAC
PO Box No. 1075,
Opposite NLSIU, Nagarbhavi,
Bangalore-560072

Subject:- Submission of AQAR 2015-16

Ref:- NAAC Track ID: MHCOGN10526

Sir/Madam,

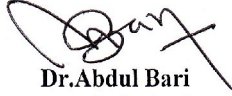
We are sending herewith the copy of AQAR 2015-16 of our college by e-mail for your kind perusal. The AQAR 2015-16 is also uploaded on the college website.

Please acknowledge the same and oblige.

Thanking you

Yours faithfully,




Dr. Abdul Bari
Principal
PRINCIPAL
G. S. College of Commerce
WARDHA



Address: G. S. College of Commerce, Jamanalal Bajaj Marg, Civil Lines, Wardha - 442 001,
(07152) 230511.
E-mail : gscw_wardha@rediffmail.com
Fax No.:- (07152) 230506/507
Website : www.gsw.shikshamandal.org



Annual Quality Assurance Report (AQAR) 2015-2016



Shiksha Mandal's
G.S.College of Commerce
Civil Lines, Jamnalal Bajaj Marg,
Wardha-442001, Maharashtra

Submitted to

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
An Autonomous Institution of the University Grants Commission
P. O. Box. No. 1075, Opp: NLSIU, Nagarbhavi, Bangalore-560 072 India

The Annual Quality Assurance Report (AQAR) of the IQAC
(2015-16)

Part – A

1. Details of the Institution

1.1 Name of the Institution

G. S. COLLEGE OF COMMERCE, WARDHA

1.2 Address Line 1

JAMNALAL BAJAJ MARG

Address Line 2

CIVIL LINES

City/Town

WARDHA

State

MAHARASHTRA

Pin Code

442001

Institution e-mail address

gssc_wardha@rediffmail.com

Contact Nos.

07152-230511

Name of the Head of the Institution:

Dr. ABDUL BARI

Tel. No. with STD Code:

07152-230511

Mobile:

093253327491

Name of the IQAC Co-ordinator:

DR.YOGESH PATINGE

Mobile:

09890605578

IQAC e-mail address:

gssc_wardha@rediffmail.com

1.3 NAAC Track ID:

MHCOGN10526

1.4 Website address:

<http://gsw.shikshamandal.org>

Web-link of the AQAR:

<http://www.gsw.shikshamandal.org/IQAC/AQAR/aqar2015-16.pdf>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	82.50	2004	2009
2	2 nd Cycle	B	2.83	2014	2019
3	3 rd Cycle				
4	4 th Cycle				

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

13/07/2004

1.7 AQAR for the year (for example 2010-11)

2015-16

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

i. AQAR2014-15

Submitted to NAAC on 22/06/2016

1.9 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(e.g. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.11 Name of the Affiliating University (for the Colleges)

R.T.M.Nagpur University,Nagpur

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (Specify)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="09"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="02"/>
2.3 No. of students	<input type="text" value="01"/>
2.4 No. of Management representatives	<input type="text" value="02"/>
2.5 No. of Alumni	<input type="text" value="02"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="01"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="01"/>
2.8 No. of other External Experts	<input type="text" value="01"/>
2.9 Total No. of members	<input type="text" value="19"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>
2.11 No. of meetings with various stakeholders:	No. <input type="text" value="3"/> Faculty <input type="text" value="1"/>
	Non-Teaching Staff <input type="text" value="1"/> Students <input type="text" value="1"/> Alumni <input type="text" value="1"/> Others <input type="text"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
If yes, mention the amount	<input type="text"/>

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	<input type="text" value="4"/>	International	<input type="text"/>	National	<input type="text"/>	State	<input type="text"/>	Institution Level	<input type="text" value="4"/>
------------	--------------------------------	---------------	----------------------	----------	----------------------	-------	----------------------	-------------------	--------------------------------

(ii) Themes

- Interuniversity one day student seminar organized in coordination with Dept of BCCA. Theme was 'Digital empowerment of society'. This Seminar was chaired by Dr.Pramod Yeole (Pro-VC,RTM Nagpur,University,Nagpur)
- One day workshop conducted on 'VAT' for the benefit of Postgraduate students of the college by Prof.Sweety Agrawal (CA) in second session of 2015-2016.
- 'Annual Central Budget 2016 Analysis programme' was organized for the staff of the college.Dr.A.K.Mansuri, Prof.A.V.Firke; Dr.Yogesh Patinge was the panel members for discussion.
- College level PowerPoint presentation seminar was organized for the students.

2.14 Significant Activities and contributions made by IQAC:

- Remedial coaching classes have been conducted for the academically weaker students specially who had fail in earlier examination.
- A guest lecture organised for the students on 'Entrepreneurship Development' of Mr.S.P.Mishra,Sr.Scientist,MGIRI,Wardha
- A guest lecture of Advocate Kamal Kruplani has been organised for the students on 'Service Tax'.
- A guest lecture of Mr. Sagar Kukreja, C.A. has been organised for the benefit of students on 'Service Tax and VAT'.
- A guest lecture of Mr. Laxman Jajodia, Financial Consultant has been organised for the students on 'Tax Planning and Management'.
- An arrangement has been made for the students and the faculty members of the college to watch the live annual union budget 2016 and thereafter Group Discussion was taken between faculty members before the students.
- IQAC has been formulated research guidelines through conducting special research methodology classes for M.Com Final Year students and faculty.
- Evaluate PBAS of the faculty and suggestion given for improvement. The teachers were recommended for attend the orientation and refresher courses for CAS. Recommended 01 faculty member for attending the refresher course for their career development.
- Performance of teachers has been observed and mutually discussed in academic staff club.
- Effort has been made for establishment of centre for Higher Learning to promote research activity (Ph.D Centre) as well as initiative has been taken for establishment of language lab in the college.
- IQAC suggested the M.B.A. Department to organize an academic festival which can give the budding managers a platform to exhibit their managerial skills and innovative ideas.
- Besides the above, the other regular activities were conducted as per the academic calendar.

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
<ol style="list-style-type: none"> 1. From the next session coaching centre for NET / SET & Competitive Exam will start. 2. Separate IQAC infrastructure facility will be provided to give more autonomy to IQAC. 3. For result improvement teaching learning method will be more participative. More efforts shall be taken for improvement of result. 4. Preparation for the NAAC reaccreditation process for Cycle 3. 5. Completion of Minor and Major Research project. 6. Deputation of the faculty for Faculty Development Programme. 7. Besides above all existing plane will be continued in the future also. 	<ol style="list-style-type: none"> 1. Application has been sent to UGC for NET/SET Coaching classes 2. Separate infrastructure facility has been setup 3. IQAC has taken consistence and participative efforts for improvement of teaching learning by adoption of ICT technology 4. College has successfully completed the reaccreditation process for Cycle 2 and started preparation for 3rd cycle of NAAC reaccreditation. 5. Dr. R.A.Raut and Mrs. Humera Quazi has successfully completed their Minor Research Project and has been submitted to UGC. The Major Research Project of Dr.K.V.Somanadh has been submitted to UGC. 6. One faculty members of the college have been deputed to complete their refresher course. 7. Besides above all the regular activities has been carried on.

* *Attach the Academic Calendar of the year as Annexure I.(page 29)*

2.16 Whether the AQAR was placed in statutory body Yes

Management Syndicate any other body

Provide the details of the action taken

The draft report of AQAR 2015-16 was presented according to the new format of NAAC by the Coordinator of IQAC for discussion and approval. The IQAC has approved the AQAR with suggestion that result of Summer 2016 should be include in the AQAR and thereafter it should be send to NAAC.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	01	00		
PG	02	00	01	
UG	02	00	01	
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	04		02	
Interdisciplinary				
Innovative				

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	
Annual	02

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

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

**Please provide an analysis of the feedback in the Annexure*

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

- As the formation of syllabus is a process of Parent University. In the session there is no change or revision in the syllabus.

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

No new department has been introduced

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	19	14	05	00	00

2.2 No. of permanent faculty with Ph.D. 10

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	01			00			00		01	00

2.4 No. of Guest and Visiting faculty and Temporary faculty -- -- 04

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended Seminars/ Workshops	04	11	01
Presented papers	04	11	01
Resource Persons	--	--	--

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

- Regular class room teaching by using ICT resources and traditional methods.
- Through English Language Lab students has provided to update faculty to increase their proficiency in language.
- Class room seminars & GD
- 04 Unit Test, 02 Term Examination and Regular Home Assignments to evaluate the students performance.
- MBA students visited Global Chemical Ltd., Bharat Udyog Ltd., and Nirmay Pvt.Ltd.at MIDC Wardha.
- Senior college students (M.Com.) visited Balaji Salasar Co. Ltd. Adilabad.
- Senior college students (M.Com.) conducted a campaign on ‘Environmental Awareness’ at Chikhaldara (Amravati District).

2.7 Total No. of actual teaching days During this academic year 180

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

2.9 No. of faculty members involved in curriculum Restructuring/ revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop 02

2.10 Average percentage of attendance of students 86%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.COM.	231	--	41	28	27	84.84
B.COM.(C.A.)	18	--	04	09	--	72.00
M.COM.	103	10	62	05	--	74.75
MBA	49	49	00	00	00	49.00

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

- The IQAC member-teachers interact with fellow-teachers and devise strategies for raising levels of teacher quality and students' learning abilities to the desired extent.
- The member-teachers are also encouraged to interact with teachers of other cluster colleges and share/exchange with them the healthy practices with regard to optimization and integration of modern teaching-learning methods in their respective institutions.
- IQAC also recommends the deputation of teachers to certain conferences / workshops and refresher/orientation courses and other faculty development programmes after taking into account their specialization and interests. Later, it also organizes interaction sessions with these participant-teachers for sharing their experiences with the peers.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	
Others- ICT Workshop conducted by the institutions(for teaching and non teaching staff)	01

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	15	00	00	00
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

The institution is having a Research Committee under IQAC to monitor and address the issues related to research. The Research Committee is duly constituted under the chairmanship of the Principal and has IQAC coordinator and research supervisors/senior teachers as members. The faculties seek guidance from the RC for writing research papers and articles and preparing research proposals for major/minor research projects. The research committee guides not only the faculties but also the students and implemented further.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	--	--	01
Outlay in Rs. Lakhs	--	--	--	6.30

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01	01	--	01
Outlay in Rs. Lakhs	0.75	0.90	--	0.75

3.4 Details on research publications

	International	National	Others
Peer Review Journals	01	00	--
Non-Peer Review Journals	01	01	--
e-Journals	00	--	--
Conference proceedings	04	11	01

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	2015-16	ICSSR	12.00	4.80
Minor Projects	2015-16	--	--	--
Interdisciplinary Projects	--	--	--	--

Industry sponsored	--	--	--	--
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total	2015-16	ICSSR	12.00	4.80

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences
Organized by the Institution

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

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency & UGC From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	00
	Granted	00
International	Applied	00
	Granted	00
Commercialised	Applied	00
	Granted	00

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

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

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

and students registered under them

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS:

University level State level

National level International level

3.24 No. of Awards won in NCC:

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

Achievement of Students:

- Miss.Apurva Atkar declared as a first merit in M.Com. at 102th Convocation programme organised by RTM Nagpur University, Nagpur and bagged 02 gold medals for the academic year 2013-14.
- Miss.Nitu Thakur declared as a first merit in B.Com. at Convocation programme organised by RTM Nagpur University, Nagpur and bagged 04 gold medals and 2 Special Prizes.

- Miss.Karishma Moharle topped in Maharashtra level essay competition organised by Gandhi Smarak Nidhi, Mumbai.

Achievement of Teachers:

- Dr.Abdul Bari,Principal,nominated on the RRC of Account /Statistics board of Gondwana University,Gadchiroli and RTM,Nagpur University, Nagpur.
- Dr.Siddharth Butle,Asso.Professor,nominated as chairman of Andhashraddha Nirmulan Samiti,Wardha,Member of Library Committee RTM Nagpur University,Nagpur,Academic Chairman of Wardha Corporation for Session 15-16
- Dr.A.K.Mansuri, HOD, Commerce and Asso.Professor, nominated as member of Special task force for Business management Board, TM Nagpur University, Nagpur, Nominated as member of Editorial Board, distance education, MGIHU, Wardha, Observer, National Account Talent Search Exam conducted by IAA.
- Dr.Anil Ramteke, Asso.Professor, nominated as Member of Special task force for Business Economics Board, RTM Nagpur University, Nagpur.
- Prof.Humera Quazi, Asst Professor, passed SET Examination.
- Dr.Mangala Tomar, Asst Professor, passed BEC Vantage exam conducted by Cambridge Council.
- Prof.Parishkrit Agrawal, Asst Professor, Major Research Project is sanctioned by ICSSR.
- Dr.Yogesh Patinge, Asst Professor, Major Research Project is sanctioned by ICSSR.
- Prof.Madhurima Naidu, Director of Physical Education, represented RTM Nagpur University, Nagpur in Tai Quan Do team in interuniversity level competition at Amritsar.

Language Department:

- Word power competition was organised by English department.
- Rajyabhasha Marathi bhasha Din was celebrated by Marathi department.
- Students of the college participated in BEC (Cambridge Council) Examination.
- Dr.Ajit Jachak delivered the lecture on ‘Significance of English in today’s world’.
- English Books Exhibition was organised for the students.

Student Council:

- GS-STAR 2016, Annual Students Gathering event was organised. During this event meritorious students were honoured by various awards. Students also participated in various competitions like Essay, Debate, Group discussion, Ellocution, Rangoli, and Food stalls etc.
- Students were sent to programmes of Gandhi Vichar Parishad, Gram Gita, and Gandhi Gyan Mandir etc.

Games and Sports:

- Mr. Nimish Mule bagged the Silver and Bronze medal in swimming at intercollegiate swimming competition organised by RTM Nagpur University, Nagpur. He broke existing records and made new ones

- Students participated in intercollegiate Ball Badminton (Men) competition and won second prize in competition organised by RTM Nagpur University, Nagpur.
- Students participated in intercollegiate Corf ball competition and won third prize in competition organised by RTM Nagpur University, Nagpur.
- Students participated in intercollegiate Holly ball (Women) competition and won second prize in competition organised by RTM Nagpur University, Nagpur.
- Students participated in intercollegiate Squash competition (Men) and won the competition.
- Students participated in intercollegiate Squash competition (Women) and won the competition.
- Students participated in intercollegiate Hockey competition (Men) and won the competition.
- Students participated in intercollegiate Badminton competition and won the competition.
- Intercollegiate (Zone B) Holly ball (Women) competition was organised at the college.

Competition	Name	Organiser	Prize
Swimming	Mr.Nimish Mule	Intercollegiate competition of RTM Nagpur University, Nagpur	Silver Medal and Bronze Medal

N.C.C. Activities and Achievements:

Sr. No	Activity	No. of students participated	Achievement	Remarks
2015-16				
1	B-Certificate	20	20	--
2	C-Certificate	07	--	Result awaited

- Blood donation camp, Tree plantation, Non-Violence Rally, Cleanliness Drive, Pulse Polio Drive, Digital India, NCC Day like programmes were organised by the NCC unit.
- 'Join the Indian Army' one day workshop was conducted by Nivedita Singwal, Pulgaon Defence.
- NCC students participated in various trekking camp around the nation.

N.S.S. Activities and Achievements:

- International Yoga Day was celebrated in the college.
- 54 students sent their essays to All India Essay Competition organised by Shri Ramkrishna Mission, India and Bhutan.
- Two students sent their essays to essay competition organised by Mahatma Gandhi International Hindi University, Wardha.
- Two students participated in residential camp organised by Gandhi Vichar Parishad, Wardha.
- Two students participated in intercollegiate debate competition organised on the eve of Dr.Sushila Nayar birth anniversary.
- Three students participated in camp at Babu Kutti, Sevagram organised by Yuvak Biradari,Nai Talim,Wardha.
- NSS Special camp was organised at Salod(Hirapur)
- Animal check-up camp was organised at NSS annual special camp, Salod (Hirapur).
- Healthcare check-up camp was organised at NSS annual special camp, Salod (Hirapur) for villagers.
- Road Safety Programme was conducted and for staff and students and a rally was organised.
- Cleanliness Drive was organised by NSS unit. Staff and students participated in this rally.
- Poster Competition was organised for the students of NSS.
- ‘Students out of education system’ a survey was conducted by NSS students.
- A check dam was constructed on Salod River during the NSS annual special camp.

Sanvidhan Saptah:

- Sanvidhan Din was celebrated by the college on the eve 125th birth anniversary of Dr.Babasaheb Ambedkar.
- General Knowledge test was conducted during the celebration of Sanvidhan Saptah.Total 250 students were participated in this test.
- Intercollegiate Essay Competition was organised during this week. Total 50 students participated in this Competition.
- Intercollegiate Elocution Competition was organised during this week. Total 18 students participated in this Competition.

B.C.C.A. Department:

- Shri Sumit Urkudkar delivered the lecture on “Developing Presentation Skill” on the eve of Digital India programme.
- Student participated in ‘Avishkar’ (Interuniversity Research Competition) event organised by the RTM Nagpur University, Nagpur.
- Student participated in ‘Tech-Pro Competition’ event.
- Intercollegiate Seminar on ‘Digital Empowerment of Society’ was organised on 04th January 2016 by the department in coordination with IQAC.Dr.Pramod Yeole (Pro-VC), Dr.D.K.Agrawal (Director, BCUD) inaugurated the seminar and addressed the same on this occasion.
- Series of guest lecture were organised on various topics viz. Computer Programming, Personality Development, Use of ICT in education.

Career Guidance and Placement Cell:

- Shri Tribhuvan Singh, DGM (FED, MRO) RBI and shri Lokesh Bahel, Manager (FED, MRO) RBI delivered the lecture on ‘RBI and Foreign Exchange for you’.
- Entrepreneurship programme was conducted in the college with cooperation of DIC and MCED.
- Shri Nitish Karale and Shri Vishal Urade guided the students regarding various competitive examinations.
- 200 students participated in a programme on ‘Financial Planning’ which was guided by shri Trilok Mishra and shri Vikram Jindal.
- College and IT Park, Wardha jointly organised GD and PI session for the students.
- Various campus interviews were arranged for the students like TCS, WIPRO etc.

Women Cell:

- Vending Machine, Health issues, Self Help Groups were some of the guidance events organised by the Women Cell.
- Adv.Rashmi Hiware delivered the lecture on ‘Laws Relating Women Safety’.
- Total 376 girls participated in programme of Rubella vaccination jointly organised by college and Rotary club, Wardha.
- Dr.Manisha Jadhav delivered the lecture on ‘Health and safety related issues of girls and women’. Total 254 girls participated in this event.
- Police Inspector Mamta Afune delivered the lecture on ‘Women related issues’.

College Level examinations:

- 'Gyanvrudhhi Examination' was organised by the college.
- Wardha district intercollegiate general knowledge examination was organised.
- Essay competition was organised by the college on the eve of World Population day.
- National Accounting Talent Search examination was organised by the college as college got the examination centre. Total 65 students appeared for this examination and 21 students of the college qualified this national level examination. Mr. Ankit Pise a student of B.Com-III got the outstanding performer award.
- Examination was conducted in the college organised by Gandhi Vichar Foundation, Jalgaon
- 'Bhartiya Sanskruti Pariksha' was organised in the college.

Library:

- Dr. S.R. Ranganathan Birth Anniversary was celebrated by the library in the college.
- Book Exhibition event was organised in the college on the eve of Dr. S.R. Ranganathan.
- Library organised various events during the annual gathering of the college.
- Students were briefed regarding use of OPAC by the college staff Prof. Thawani and Prof. Gangawane.

Loksankhya Shikshan Mandal:

- 60 students participated in essay competition on 'Population Explosion: Reasons and Solutions' on the eve of International Population Day.
- International Literacy day, International Non-Violence Day Rally, Pulse Polio Programme are some of the programmes which were organised by the cell.
- Various examinations like Gandhi Vichar Sanskar Examination, Gramgita Pravin Examination', Gramnath Examination, District level Commerce Knowledge Examination were organised by the cell. Total 2050 students participated in these examinations.

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	5754.10 Sq.Mt.	-	--	5754.10 Sq.Mt.
Class rooms	29	-	--	29
Laboratories(Computer Lab)	03	-	--	03
Seminar Halls	2	-	--	2
No. of important equipments purchased (\geq 10 lakh) during the current year.	Computer 132 LCD 08 AV/Aid 03 Generator 02 AC 04	--	UGC+SM	Computer 132 LCD 08 AV/Aid 03 Generator 02 AC 04
Value of the equipment purchased during the year (Rs. in Lakhs)	46.53	0.77	UGC+SM	47.30
Others				

4.2 Computerization of administration and library

Library services are computerised using “Libman” library software developed by Master Software Nagpur. The book housekeeping operations are carried out using this software:

4.3 Library services:

B.Com., M.Com, BCCA

	Existing(2014-15)		Newly added (2015-16)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	51220	2270914	1263	229228	52265	2500142
Reference Books	1637	178083	17	10410	1654	188493
e-Books	-	-	-	-	-	-
Journals	38	54742	31	31649	31	31649
e-Journals	NLIST	5000	NLIST	5000	NLIST	5000
Digital Database	-	-	-	-	-	-
CD & Video	12	3350	-	-	12	3350
Others (specify)	-	-	-	-	-	-

MBA

	Existing(2014-15)		Newly added (2015-16)		Total	
	No.	Value	No.	Value	No.	Value
Text Books	1476	30774	-	-	1476	30774
Reference Books	70	-	-	-	70	-
e-Books	-	-	-	-	-	-
Journals	-	-	-	-	-	-
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	-	-	-	-	-	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	102	04	BSNL	06	03	03	03	01
Added	30	00	BSNL	00	00	00	00	00
Total	132	04	BSNL	06	03	03	03	01

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

Three days training programs on ICT has been conducted for teaching and non teaching staff through B. Com Computer Application Faculty

4.6 Amount spent on maintenance in lakhs:

i) ICT	0.79
ii) Campus Infrastructure and facilities	3.55
iii) Equipments	0.77
iv) Others (Sanitation)	0.76
Total:	5.87

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC monitor the prospectus committee and college annual magazine committee so that the support services available and provided to the students are duly published. .

IQAC interact with the concern in charge of NSS, NCC, Sports, Student Union, G. K. Examination, Cultural activities etc so that their regular activity to be included in annual

5.2 Efforts made by the institution for tracking the progression

○ In order to ensure that all our commitments to students and other stakeholders are fulfilled, the college forms at the beginning of the session, various college council committees. All activities are planned and conducted by these committees. For other activities like add-on courses, various coordinators are appointed. Principal is the Chairman of all committees and cells.

○ All committee conveners, coordinators, and the cell/unit in-charges have to submit their annual reports along with the photographs to the Principal. All these reports are also published in the college magazine “Arthsandesh”. The college magazine which contains articles, poems and other pieces of creative writing also covers the detailed account of all the activities conducted throughout the session, achievements of staff and students in academics, sports and other extra-curricular events during the session.

5.3 (a) Total Number of students (2015-16)

UG	PG	Ph. D.	Others
941	277	--	--

(b) No. of students outside the state

06

(c) No. of international students

--

	No.	%		No.	%
Men	414	33.99	Women	804	66.01

Last Year(2014-15)						This Year(2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
295	178	35	625	02	1132	333	164	48	671	02	1218

Demand ratio 1.30:1 Dropout %: UG: 23.82%, PG: 31.42%

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

College is successfully running the coaching classes for Banking recruitment examinations, Competitive exams, Spoken English, Computerized Accounting (Tally) and programmes on Personality Development.

No. of students beneficiaries

160

5.5 No. of students qualified in these examinations

NET	<input type="text" value="--"/>	SET/SLET	<input type="text" value="--"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="--"/>

5.6 Details of student counselling and career guidance

The Career Guidance Cell organizes guest lectures by inviting experts from various fields for guidance and counselling in academic, personal, career and psychological aspects. The Cell also organizes workshops/sessions for improving communication and soft skills and conducts sessions for Group Discussion and personal interviews. For personal counselling, we rely on our own teachers who understand students' problems better. We have not yet had the occasion of inviting any psychoanalyst to our college.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
03	160	03	03

5.8 Details of gender sensitization programmes

- Some special programmes and competitions were organized for girl students by the Women's Cell.
- The college also organized counselling sessions/guest lectures on health, hygiene, safety and other related issues for girls.
- College set up a Gender Sensitization/Sexual Harassment Cell.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Particulars	Number of students	Amount(Rs,)
Financial support from institution	--	--
Financial support from government	666	1985054
Financial support from other sources	214	96255
Number of students who received International/ National recognitions	--	--

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

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

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

VISION: , “Udyogiham Purushsinham Urpeti Laxmi”. (Industrious and lion-hearted men Generate wealth).

MISSION

1. To improve the quality of academic inputs constantly
2. To promote knowledge and value based education through academic excellence
3. Training students for self employment,
4. To provide education to masses with updated infrastructural facilities and services at relatively reasonable fees
5. To develop the spirit of patriotism, discipline and a sense of social responsibilities by following the principles and ideologies of Gandhiji and Vinobaji.

6.2 Does the Institution has a management Information System

Yes, there are both up word and down word communication in the process of decision making involving all participants in the process. The flow of information from Government/UGC/University is communicated to parental institution which is discussed in local managing committee. The decision is communicated to the principal and implemented accordingly.

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

6.3.1 Curriculum Development

Since the curriculum design is within the preview of Unirversity. Institute support the staff and permit to nominate the University BOS election. Selected BOS member of our college represents institute for curriculum development.

6.3.2 Teaching and Learning

- Observation of class room teaching performance of the faculty by the Management.
- Introduction of innovative T/L methods like ICT enabled teaching, Classroom Seminars and Group Discussions, interactive teaching etc.
- Guest Lectures
- Focus on student-centric and research-oriented centric activities like home assignments, projects, case studies.
- Regular feedback from students on course content and quality of teaching
- Faculty Development Programmes

6.3.3 Examination and Evaluation

University/College examination is to be conducted strictly as per University and Govt. Rules. College Principal instructed to depute the faculty for evaluation process.

6.3.4 Research and Development

- Setting up a Research Cell to monitor research activity in the college
- Encouraging teachers for Ph.D. work.
- Providing seed money to teachers from SM corpus fund for taking up research projects
- Fixing for teachers the target of minimum 3 research publications every year.
- Deputing teachers to academic conferences and seminars
- Assigning to students the projects based on curriculum and case studies
- Conducting social surveys in the region.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Institute provides sufficient ICT and Physical infrastructure according to the needs of stakeholder's regularly.

6.3.6 Human Resource Management

- Deputing teachers/staff members to orientation/training programmes. Deputing teachers to Refresher Courses and other faculty development programmes.
- Providing the staff stipulated facilities of leave, medical reimbursement, group insurance, PF etc. as per the rules and regulations
- Conducting FDP's including ICT training in the institute

6.3.7 Faculty and Staff recruitment

Recruitment of the best available talent as teachers and staff members through stipulated and transparent selection processes. Confirmation/promotions in services of eligible and deserving teachers only through due procedures

6.3.8 Industry Interaction / Collaboration

- Organization of industrial tours and field visits.
- Inviting renowned entrepreneurs as resource persons to college events.
- Organising guest lectures by reputed professionals in the region.
- Arranging campus recruitment programmes

6.3.9 Admission of Students

- As per the Maharashtra University Act, 1994, all admissions in affiliated colleges are to be done strictly on merit basis. We therefore have the merit admission policy in place for all courses.
- Being a minority institute, we also have to follow the admission policy prescribed by the DMD, Government of Maharashtra. We therefore have to reserve 50% & 51% seats for minority students for grant-in-aid and no-grant courses respectively.
- We also follow the prescribed reservation policy as laid down by the state and central governments.

6.4 Welfare schemes for	Teaching	06
	Non teaching	06
	Students	03

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) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	J.D. Higher Education	Yes	LMC
Administrative	Yes	J.D. Higher Education	Yes	LMC

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?

The University introduced Semester Pattern for M.Com. and other PG courses with new evaluation pattern and credit system.

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

RTM Nagpur University has only circulated the guidelines about autonomy as per rules.

6.11 Activities and support from the Alumni Association

- A guest lecture was organised on 'Principles of Healthy Life' by Mr.Madan Dube. Total 150 students participated in this event.
- Rubella Vaccination and Blood donation camp was jointly organised by Rotary Club, Wardha and G.S. Commerce College, Wardha.
- Adv.Kamal Kriplani, C.A.Sagar Kukreja, Mr.Laxman Jajodia, alumini of the college delivered the lectures to students regarding various issues like Service Tax, VAT, Tax Planning etc. Total 125 students participated in this guest lectures.

6.12 Activities and support from the Parent – Teacher Association

Annual Parent-teacher meeting has been conducted on 18TH December 2015 and feedback has been obtained.

6.13 Development programmes for support staff

Management has permitted to organise One week ICT orientation programme for teaching and non teaching staff. Recruited the vacant staff for self finance course on Ad-hoc basis

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

Financial support has been providing for Tree Plantation & campus beautification.

Criterion – VII

7. Innovations and Best Practices

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

1. Daily work book for the faculty
2. Annual plan for the faculty in all the subjects of teaching
3. Weekly review of teaching plans.

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

1. Application has been sent to UGC for NET/SET Coaching classes
2. Separate ICT infrastructure facility has been created.
3. IQAC has taken consistence and participative efforts for improvement of teaching learning by adoption of ICT technology
4. College has successfully completed the reaccreditation process for Cycle 2 in the Month of August, 2014 and started preparations for the III cycle of NAAC Re-accreditation process.
5. Dr.R.A.Raut and Mrs.Humera Quazi has successfully completed their Minor Research Project and has been submitted to UGC. The Minor Research Project of Mrs. Anupama Labhe and the Major Research Project of Dr.K.V.Somanadh have been submitted to UGC.
6. One faculty member of the college has been deputed to complete their refresher course.
7. Besides above all the regular activities has been carried on

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

Existing Two best practices (1) “Introduction of Value-addition Programmes” and (2) Commerce Lab are continued in the current academic year also.

**** Details as per format of NAAC as Annexure II (Page 30-34)***

7.4 Contribution to environmental awareness / protection

There is a compulsory subject of environmental studies for the Second Year students of the course prescribed by the University in the syllabus. According to the syllabus regular class has been conducted. The various environmental awareness programmes such as: Cleanliness programme in campus as well as in city, Tree plantation, Guest lecture on global warming, Ozone Day were conducted. A project on different aspects on environment has completed by the students.

7.5 Whether environmental audit was conducted? Yes No

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

STRENGTHS

- Legacy of over 75 years (1940-2015) of running on values of merit, integrity and commitment to providing good quality education at an affordable cost. A positive work culture.
- No shortage of funds to pursue academic objectives
- A competent and committed teaching faculty, which is becoming research oriented
- Result oriented CA-CPT guidance centre for the advanced learners at affordable cost.

WEAKNESS

- Most of the students belongs to rural area, where initial quality education is not available;
- The region in which the college situated is industrially backward;
- Placement activities could not be conducted effectively due to least interest of renowned industries.

OPPORTUNITIES IDENTIFIED

- There is scope to increase much exposure and competitiveness among the students with the basic strengths of the college;
- In the arena of LPG, the commerce education definitely generates huge opportunity to the output of this college due to single faculty.

IDENTIFIED CHALLENGES/THREATS

- The sustenance of the college is in question mark, if the practices have not been adopted according to the current trends of industry as well as society.
- The upliftment of standards of the rural students with reference to the global requirements.

8. Plans of institution for next year

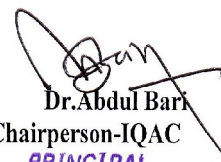
- New add-on courses sponsored by UGC will start from the next session, hence application will be sent to UGC.
- For result improvement teaching learning method will be more participative. More efforts shall be taken for improvement of result.
- Preparation for the NAAC reaccreditation process for Cycle 3.
- Adoption of New Syllabus and New Pattern of Examination for M.Com. 3rd and 4th Sem.
- Adoption of New Syllabus and New Pattern of Examination for B.Com. I and II Sem.
- Completion of Minor and Major Research project.
- Deputation of the faculty for Faculty Development Programme.
- Besides above all existing plane will be continued in the future also.



Dr. Yogesh Patinge
Coordinator-IQAC
Co-ordinator
IQAC

G. S. College of Commerce, WARDHA





Dr. Abdul Bari
Principal & Chairperson-IQAC
PRINCIPAL

G. S. College of Commerce
WARDHA

Annexure I
(For question no. 2.15)
G. S. COLLEGE OF COMMERCE, WARDHA
ACADEMIC CALENDER 2015-2016

<u>Session Details:-</u> First Session Start from First Session End Winter vacation as per university directions Second Session Start from Second Session End	15 th June 2015 As per university notification As per university notification As per university notification 30 th April 2016
<u>College Examination :-</u> 1. First Unit Test 2. Second Unit Test 3. First Term Examination 4. Third Unit Test 5. Fourth Unit Test 6. Final Term Examination	July 2015 September 2015 December 2015 (First Week) December 2015 (Last Week) January 2016 February 2016
<u>University Examination</u> 1. Winter Examination from 2. Summer Examination from 3. Declaration of Result	20 th September 2015 25 th March 2016 As per Governing Provision of the Act.
Teaching to XII, Degree classes and P.G. Classes will commence	15 th June 2015
Last Date of Enrolment	Within 15 Days from the last notified date of Admission
Process of Examination Form	November 2015
Process of Failure Students Examination Form	15 Days after Result
Students University Physical Examination & Medical Checkup	February 2016
<u>EXTRA CURRICULAR ACTIVITIES</u>	
Session inaugural address by the Principal	15 th June
Dr. S.R.Ranganathan Birth Anniversary	09 th August
Independence Day	15 th August
National Service Scheme Activities	20 th August
Major Dhyanchand Smurti Krida Din	29 th August
Teachers Day	5 th September
Gandhi Jayanti	2 nd October
Gitai Temple Foundation Day	7 th October
Rashtrasant Tukdoji Maharaj Death Anniversary	11 th October
International Women Day	24 th November
Environment & Plantation Day	25 th November
General Knowledge Test	In the month of December
Dr. Babasaheb Ambedkar Death Anniversary	6 th December
Teachers Parents Meet	1 st Sunday of December
N.S.S. annual Camp & Students Council Cultural Programmes	December / January Month
Savitribai Fule Jayanti	3 rd January
Annual Seminar of B.Com (C.A) Department	4 th January
Late. Kamalnayan Bajaj Memorial Inter University Elocution Competition	10 th & 11 th December
Republic Day	26 th January
Prize Distribution Programme	31 st January
Late Jamnalal Bajaj Death Anniversary	11 th February
Mahatma Fule Jayanti	11 th April
Publication of "Arth Sandesh" College Magazine	30 th April
Rashtrasant Tukdoji Maharaj Birth Anniversary Gram Jayanti	30 th April
Maharashtra Day	1 st May
Shiksha Mandal Sports Week	As per Schedule of Shiksha Mandal

Annexure II
(For question no. 7.3)
G.S.COLLEGE OF COMMERCE, WARDHA
BEST PRACTICES

A. VALUE-ADDITION PROGRAMMES

1. Title of the Practice:

“Introduction of Value-addition Programmes”

2. Goal:

To offer horizontal mobility to students and to make them proficient in the skills required for better employability.

Since we are affiliated to a university, we can only introduce only those programmes which are approved and conducted by the university abiding by the rules and regulations that go with the courses. As there is no provision of twinning programmes or the dual degree system in the university, our students can pursue only one programme at a time. Similarly, no syllabus in itself can satisfy all the academic needs of students who are constantly looking for some additional and complementary inputs.

Nowadays, the needs of commerce students are growing day by day and more and more avenues are becoming available to them for not only pursuing higher studies but also getting jobs in different sectors provided they have necessary extra qualifications in addition to their basic degrees. It is for these reasons, some complementary and value-addition courses need to be offered to students to give them that extra edge which would enable them to compete with the best in their chosen areas.

3. The Context:

Commerce students generally want to pursue CA course for which they first need to clear CA-CPT examination which qualifies them for the higher level of IPCC; after they successfully clear both IPCC groups they become eligible for CA final. Since there was no coaching facility at Wardha, and Nagpur, where these facilities are available and that too at a very high cost, being at some distance, our students, mostly from poor sections, were indeed deprived of any guidance for CA-CPT preparations. It was for this reason, we decided to start CA-CPT guidance programme at a very reasonable fees.

Equally important has been the demand for computer training. Since most Commerce courses have now been integrated with ICT one way or the other, we decided to make all students computer literate and also, to further their careers, designed a certificate course in Tally which helps all aspiring accountants. Another area where our students need some value addition is English Communication skills. To satisfy this need we decided to introduce English Speaking classes with the help of own faculty.

Further, and in order to be more job-worthy, students also need good training for cracking the competitive examinations like banks, staff selection, MPSC, Police recruitment etc. We thus decided to offer preparatory programmes for the above examinations. With these goals in view, and in adherence of SMW's objective of providing quality education at an affordable cost, the institute decided to offer quality inputs to our students at minimal fees through the guidance programmes for CA-CPT, Competitive Examinations, Police Recruitment, and also the certificate courses in English Speaking and Tally.

4. The Practice:

Keeping in view the most urgent needs and also the considerations of funds, infrastructure, availability of learning resources, medium of instruction, and requirements of job market, the faculty members designed the syllabi for different courses, and now all the value addition programmes are in implementation as planned. Since no grants are available for such kind of courses, the institute collects minimum fees from students

purely for administrative expenses and also for paying to guest faculty.

Renowned CA's, noted professional and industrialists/entrepreneurs in the town are invited as Guest Faculty. The courses are conducted within the college premises after the regular classes are over. Thereby we are ensuring the maximum use of the college infrastructure and resources for the benefit of the student community. The following are the implementation schemes for various courses:

1. CA-CPT Guidance

- (a) Duration: 3-4 months
- (b) Eligibility: HSC
- (c) Batch size: 15-20
- (d) Fees: affordable and varies from batch to batch as per the management decision
- (e) Faculty: In-house and Guest Faculty
- (f) Syllabus: Accountancy, Mathematics and Statistics, Economics, Business Laws
- (g) Teaching Methodology: Lectures, Interactive, GD, PPT presentations
- (h) Evaluation: Internal tests and paper solving sessions before the final examination
- (i) Final examination: In June and December every year
- (j) Administration: Through an appointment of a coordinator from among the faculty

2. Certificate Course in Tally

- (a) Duration: 2:3 months
- (b) Eligibility: UG/PG
- (c) Batch size: 40-60
- (d) Fees: nominal and affordable
- (e) Faculty: In-house and Guest Faculty
- (f) Syllabus/software:
- (g) Teaching Methodology: Lectures, Interactive, practicals
- (h) Evaluation: Internal tests
- (i) Administration: Through an appointment of a coordinator from among the faculty

3. Certificate Course in spoken English

- (a) Duration: 2:3 months
- (b) Eligibility: UG/PG
- (c) Batch size: 50-70
- (d) Fees: nominal and affordable
- (e) Faculty: In-house and Guest Faculty
- (f) Syllabus: Vocabulary, Grammar, Language Skills
- (g) Teaching Methodology: Lectures, Interactive, GD, Language Lab, PPT presentations
- (h) Evaluation: Internal tests, orals and award of certificate
- (g) Administration: Through an appointment of a coordinator from among the faculty

4. Competitive Examinations Guidance

- (a) Duration: 2:3 months
- (b) Eligibility: UG/PG
- (c) Batch size: 25-40 for each examination
- (d) Examinations: Banks, SSC, MPSC, Police Recruitment
- (d) Fees: nominal and affordable
- (e) Faculty: In-house and Guest Faculty
- (f) Syllabus: Logic and Reasoning, Quantitative Skills, GK, English etc.
- (g) Teaching Methodology: Lectures, Interactive, GD & Interview techniques
- (h) Evaluation: Internal tests and orals before final examinations
- (g) Administration: Through an appointment of a coordinator from among the faculty

5. Evidence of Success:

All the value-addition programmes have received good response from students and are being run quite successfully. Since the primary objectives of the programmes are to offer students some complementary value-addition to their regular courses, no particular benchmarks were set except raising the standard of their studentship in terms of enhancement of skills and employability. We have achieved the following results for various courses:

Sr. No	Course	2015-16		Success Rate
		No. of Students enrolled	No. of Successful Students	
1	CA-CPT	--	--	--
2	Tally Accounting	--	--	--
3	English Speaking	56	56	100%
4	Competitive Examinations Banking	---	---	---

6. Problems Encountered and Resources Required

The institute did not face any problems in the implementation of any of the programmes. As the programmes have been introduced as per the feedback and requirements of students, we get good response from students. Moreover, we are charging minimal fees in comparison with the fees charged by the outside agencies resulting into good enrolment.

Since we have a very resourceful faculty, designing and execution of the various syllabi did not meet any difficulty. Further, we have the back-up of guest faculty from our alumni and the local industry/society. Owing to the constant support by our parent organization SMW, we have never faced any problems in terms of funds for infrastructure. Whatever resources are required for the implementation of programmes are always made available by our competent management.

7. Notes:

We are planning to add some more courses to the existing one in the XII UGC Plan.

B.COMMERCE LAB

1. Title of the Practice:

“Commerce Lab”

2. Goal:

“To make students aware of the basic concepts related to the syllabi of Commerce and Economics and train them in their application to the real life situations.”

The Commerce and Economics syllabi, as all students realize, are replete with numerous concepts that need to be clearly understood in order to have full comprehension of the syllabi in totality. Similarly, of all the courses, the Commerce courses are closer to the common people in view of their wider applicability. Whether it is the Union or State Budget, Banking or Insurance, Marketing or Management, Taxation or Investments, each area is linked to the common man one way or the other.

In view of the above, our faculty and management decided that our students must be absolutely thorough in all Commerce concepts so that they could not only do well in their examinations but also act as counsellors to the society in dealing with day to day Commerce related situations.

3. The Context:

All Commerce students have to cope up with various concepts and definitions on daily basis in the course of their studies. And even though, the teachers offer all the resources at their disposal to students, there are still a number of areas which need practical training. In some case, teachers and students can take recourse to the field visits and industrial tours for real exposure to the practical side of the syllabi. But it is not possible to take students outside every time and therefore the students need to be given the simulated conditions to understand the issues in question.

This can be best done in a specialized Commerce Laboratory which would have models, charts, graphs and seminal study material related to the basic commerce concepts. At a place like Wardha, students harbor very small ambitions and, for many, degrees are just the means to get jobs whereas we want students to be both the recipients and disseminators of knowledge.

Secondly, at a place like Wardha, there is little awareness about paying taxes or investments. As a responsible Commerce College in the region, therefore, we decided to create this awareness in the neighborhood through free consultancy by our own teachers and students. It was with these objectives in mind that the Commerce Lab was conceived.

4. The Practice

We have created a special space for the **Commerce Lab in Room no. 16.**

The Lab contains the following:

(a) Charts and Graphs

The commerce lab has been displaying the charts and graphs providing the knowledge of the following subjects:

1. Accounting, Statistics and Taxation;
2. Marketing environment;
3. Business Management;
4. Economics and Social Environment;
5. Computer Knowledge.

(b) Proformas/ Specimen copies

To ensure and create awareness among the students of commerce various formats of the following departments are available in the lab:

1. Income Tax
2. Banking
3. Insurance
4. Railways
5. Postal Services

(c) Study Material/CD's/Proformas/Rules/Laws

The following seminal study material is available in the lab:

1. Selected home assignments of the students
2. Questionnaires of Research Works
3. Selected dissertations of M.Phil.
4. Selected project works of M.B.A. and B.Com.
5. Selected Journals and Magazines of Commerce and Management.
6. CD's on Motivation, Environment, Personality Development.

Graphs and models are prepared by students under the guidance of faculty members. The Lab is open throughout the day and has an open access policy. The regular Lab Activity includes:

1. Discussion on Union and State budgets
2. Discussion on current developments in the world of Commerce and Industry
3. Guest lectures and GD's on select topics related to the syllabi
4. Free Consultancy for filing of Income Tax Returns

5. Free Consultancy on Investments and Stock Markets
6. Academic staff club activity

The lab has all the Proformas of returns and people are informed about all the entries in them. Training about on-line submission too is imparted. Another novel activity is imparting of knowledge about Stock Markets and managing the portfolios.

5. Evidence of Success:

The Commerce Lab is becoming increasingly popular among students and the following models/charts have been contributed by the students:

1. Proformas of Balance Sheet and P&L Account
2. Statistical Formulae
3. Provisions of Income Tax
4. Marketing Mix Strategies adopted by corporate
5. Photographs of Management Thinkers and Functions of Management
6. Inflation, FDI, Impact of LPG.
7. Generation of Computers, Use of ICT in business.
8. Successful filing of Income tax returns

6. Problems Encountered and Resources Required:

No problems related to funds or infrastructure was faced by the college because of a very supportive management.

Abbreviations:

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
PBAS	-	Performance Based Appraisal System
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission
