



**Chh. Shahu Institute of Business Education & Research Trust Kolhapur's  
V.P. INSTITUTE OF MANAGEMENT STUDIES & RESEARCH, SANGLI**

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

## **Part – A**

**AQAR for the year**

2016-17

**1. Details of the Institution**

**1.1 Name of the Institution :**

CSIBER Trust Kolhapur's  
V.P. Institute of Management Studies  
& Research, Sangli

**1.2 Address Line 1**

Sangli Miraj Road, Wanlesswadi

**Address Line 2**

Tal-Miraj, Dist-Sangli

**City/Town**

Sangli

**State**

Maharashtra

**Pin Code**

416414

**Institution e-mail address**

admin@vpimsr.edu.in

**Contact Nos.**

0233-2212427, 2211467

**Name of the Head of the  
Institution:**

Prin. Dr. R.A. Shinde

**Tel. No. with STD Code:**

0233 2211467

**Mobile:**

09822046044

**Name of the IQAC**

Prof. A. A. Sattikar

**Co-ordinator:**

**Mobile:**

09881550806

**IQAC e-mail address:**

iqac@vpimsr.edu.in

**1.3 NAAC Track ID**

*(For ex. MHCOGN 18879) :*

MHCOGN11264

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

*(For Example EC/32/A&A/143 dated 3-5-2004. This EC no. is available in the right corner-bottom of your institution's Accreditation Certificate)*

EC(SC)/17/A&A/45.2 dated 16-09-2016

**1.5 Website address:**

www.vpimsr.edu.in

**Web-link of the AQAR:**

www.vpimsr.edu.in/images/AQAR2016-17.pdf

**1.6 Accreditation Details**

Sl. No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	C+		2004-05	2010-11
2	2 <sup>nd</sup> Cycle	A	3.16	2015-16	2020-21

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

10-06-2010

**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)*

**1.9 Institutional Status :**

**University :**

State

Central

Deemed

Private

**Affiliated College :**

Yes

No

**Constituent College :**

Yes

No

Autonomous college of UGC : Yes  No

Regulatory Agency approved Institution : Yes  No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution : Co-education  Men  Women

Urban  Rural  Tribal

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

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

### 1.10 Type of Faculty/Programme

Arts  Science  Commerce  Law  PEI (Phys Edu)

TEI (Edu)  Engineering  Health Science  Management

Others (Specify)

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

### 1.12 Special status conferred by Central/ State Government--

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence  UGC-CPE

DST Star Scheme  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="07"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="03"/>
2.3 No. of students	<input type="text" value="02"/>
2.4 No. of Management representatives	<input type="text" value="03"/>
2.5 No. of Alumni	<input type="text" value="01"/>
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"/>
2.9 Total No. of members	<input type="text" value="15"/>
2.10 No. of IQAC meetings held	<input type="text" value="2"/>

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

Non-Teaching Staff  Students  Alumni  Others

2.12 Has IQAC received any funding from UGC during the year?

Yes  No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos.  International  National  State

Institution Level

(ii) Themes: -- Entrepreneurship Development

2.14 Significant Activities and contributions made by IQAC

- To organize National Level conference by the institution.
- To establish Industry-Institute interaction through MoU..
- To start the vocational & skill development courses through Shivaji University, Kolhapur & IGNOU
- To strengthen the Placement & Alumni association activities.
- To enhance communication skill development activities for the students.

## 2.15 Plan of Action by IQAC/Outcome

### **Broad action plan worked out by the IQAC for the year 2016-17**

- To organize National Level Conference in the Institute.
- To promote Industry-Academia interaction under Start-up India
- To initiate vocational courses to enhance additional knowledge among student community
- To enhance Communication Skill among students.

#### **Outcome:**

Promotion of Industry interaction through better placement opportunities.

Nurturing business ideas, entrepreneurship skill and communication skill under Start-up India programme.

. \* *Details of Academic Calendar 2016-17 is provided in the Annexure-I*

2.15 Whether the AQAR was placed in statutory body      Yes       No   
 Management       Syndicate       Any other body

Provide the details of the action taken

- Organized One Day National Level Conference on Emerging Trends in multidisciplinary Research on 11<sup>th</sup> February 2017.
- Signed MoU with Tech Cube Info Solutions Pvt.Ltd. Sangli and Dot Logic Web Solutions Pvt. Ltd., Hyderabad.
- Initiated Tally and PHP vocational courses with a batch of 50 students in association with Shivaji University, Kolhapur

## Part – B

### Criterion – I

#### 1. Curricular Aspects

##### 1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	03	--	03	--
UG	02	--	02	--
PG Diploma	03	--	03	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	02	--	02	--
Others	20	08	--	02
<b>Total</b>	30	08	10	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	09
Trimester	--
Annual	01

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.

Yes

SN	Class	Date
1	MBA-I	6/8/2016
2	M.Com.-I	10/8/2016
3	MCA-III (Comm)	Jun-2016
4	MCA-I (Science)	12/7/2016

The salient features for revision of syllabus are-

- To provide knowledge to train for preparing the executives and managers for top level and middle level management.
- Develop managerial skills for getting job opportunities.
- To equip the candidates with comprehensive and up-to-date knowledge
- To ensure that the candidates after their training, will be enabled to practice in the fields of Management, IT, Finance in different organization.
- Learn new/modern concept, technology helpful for career development
- To enable the candidates to improve their managerial and Communication Skills compiled with awareness in Computer Application.

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

No

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	6	03	01	--

2.2 No. of permanent faculty with Ph.D.

04

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
19	--	--	--	--	--	--	--	19	--

2.4 No. of Guest and Visiting faculty and Temporary faculty

--

3

--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	11	16	02
Presented papers	11	16	02
Resource Persons	1	--	--

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

Innovative processes adopted by the institution in Teaching and Learning :

- a) Use of ICT in teaching since 2005 onwards regularly.
- b) Activity based teaching e.g. role play, games and discussions etc. especially for MBA/MCA students.
- c) Teachers use case method very extensively so that students learn applications of what they are learning in real life situations.
- d) Use of moodle and fedena software in teaching learning process. Quiz's, tests, case-studies were conducted on Moodle since 2014.
- e) Students are encouraged to contribute articles for institute's annual magazines and in the national conference
- f) Tutorials and assignments.
- g) Teachers are provided all the support for using latest teaching methods that is lecture method, group discussion, case solving, students seminar, group exercises, etc.

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

254

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

Though Shivaji University has the authority for taking initiative in making reforms in examination and evaluation procedure. The Institute has taken the following initiative in making reforms in evaluation of students teaching and learning, by making use of moodle software through which online tests (multiple choice questions), quizzes, case study, etc. were conducted to know students level of understanding of subjects.

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

5

2.10 Average percentage of attendance of students

80%



2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared		Division							
			Distinction %		I %		II %		Pass %	
	Nos.	%	Nos.	%	Nos.	%	Nos.	%	Nos.	%
MBA-II	36	100	0	0	5	14	25	69	6	17
MCA-III	18	100	6	33	12	77	--	--	--	--
M.Com-II	--		--		--		--	--	--	
BBA-III	--		--		--		--	--	--	
BCA-III	53	100	5	9	14	27	7	13	27	51
DBM	--		--		--		--	--	--	--
DIT	59	100	1	2	9	15	14	24	35	59

Note:- Till date the institute has not received the result sheets (ledgers) from the Shivaji University hence the results of remaining courses and hence are not given in the above table.

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

The IQAC plays a significant role in the Teaching learning process. The IQAC conducts regular meetings in which activities relating to the academic development of the students such as regular lectures, guest lectures, seminars, workshops, industrial visits and co-curricular activities, study tours are discussed. In the meeting teaching learning process problems faced, remedial measures and new methods of teaching/learning are discussed and suggestions are tried and implemented if found useful. The IQAC also looks into the feedback obtained from the students on faculty, curriculum, infrastructure etc. and suggests suitable steps for improvement.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	2
Staff training conducted by other institutions	2
Summer / Winter schools, Workshops, etc.	6
Others	4

## 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	16	--	--	02
Technical Staff	05	--	--	--

## Criterion – III

### 3. Research, Consultancy and Extension

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

Under the guidance of IQAC, faculty members organized one day National conference on 11<sup>th</sup> February 2017. Eighty five research papers were published in the Journal.

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

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

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	1	4
Non-Peer Review Journals	--	--	--
e-Journals	--	--	--
Conference proceedings	--	28	--

#### 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	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects <i>(other than compulsory by the University)</i>	-	-	-	-
Any other(Specify)	2016-2018	Sakal India Foundation, Pune	Rs. 60,000/-	100%
Total	-	-	-	-

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	-	1	-	--	--
Sponsoring agencies	-	Self-financed	-	--	--

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
2	--	--	--	1	--	1

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

1) Adopted Kasabe Digraj Village in Sangli District, Maharashtra and implemented the “Swachh Bharat Swastha Bharat Abhiyan”

2) Planted 50 trees at Dandoba Hill under the Maharashtra State Tree Plantation activity.

#### 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	5 Acres	Nil	Self	5 Acres
Class rooms	23	Nil	Nil	23
Laboratories	4	2	Self	4
Seminar Halls	1	Nil	Self	1
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	1	1	Self	4
Value of the equipment purchased during the year (Rs. in Lakhs)	1	1,16000 CCTV 65,686 Gymkhana 39,685 Digital Board	Self	4
Others		44,880 Solar System	Self	2,66251

4.2 Computerization of administration and library

- Installed e-resources S/W in library

#### 4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	Nil	Nil	Nil	Nil	Nil	Nil
Reference Books	17,400	42,99,533.63	598	3,22,733.00	17,998	46,22,266.63
e-Books	200	--	--	--	--	--
Journals	--	--	47	71,943.00	47	71,943.00
e-Journals	03	2,18,700.00	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	438	--	97	--	535	--
Others (specify) Newspapers	686	--	--	--	--	--

#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	--	4	1- Leased line 2- broad bands	1	Nil	1	3	Nil
Added	Nil	Nil	Nil	Nil	Nil	Nil	Nil	318415 (Printer, UPS,Battery) 182196 (S/W)
Total		4	1- Leased line 2- broad bands	1	Nil	1	3	318415 (Printer, UPS,Battery) 182196 (S/W)

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

- One Day workshop on DTE admission process
- One Day workshop on Data mining, Data warehousing, WEKA S/W tool.
- 2-day workshop on IOT “Internet of Things”

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

i) ICT	33,375
ii) Campus Infrastructure and facilities	7,59,497
iii) Equipments	1,83,577
iv) Others	37580
<b>Total :</b>	1,01,4029

### Criterion – V

#### 5. Student Support and Progression

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

- Orientation workshop is organized for the students.
- Activities like Group discussions and Aptitude Tests are conducted regularly
- The scholarship has been initiated to help those are brilliant in academics and those who deserve education but don't have the means.

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

Through Moodle and FEDENA software students manage online learning and online training.

In order to update the knowledge of students & make them aware of the fast changing trends in Management & allied areas, Placement cell continuously organize Industrial visits and mini-projects for which institute take efforts to invite renowned experts to Institute campus for Guest lectures, Summer-internship & seminars

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

UG	PG	Ph. D.	Others
397	344	--	--

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

15
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##### (c) No. of international students

NIL
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Men	No.	%	Women	No.	%
	428	58		312	42

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
552	105	00	113	--	770	531	98	00	118	--	741

Demand ratio 70%          Dropout % 0.7

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

Following efforts are taken by the institution to help students in various competitive exams.

- Information about the competitive exams is given to the students and classes for providing training to the students were conducted. Circular/notice made available to the students from private/public authorities.
- Necessary Books for preparation of **various competitive exams** have been made available in the library.
- Training for “aptitude tests” is carried out.

No. of students beneficiaries

16

#### 5.5 No. of students qualified in these examinations

NET	--	SET/SLET	--	GATE	--	CAT	--
IAS/IPS etc	--	State PSC	--	UPSC	--	Others	--

#### 5.6 Details of student counselling and career guidance

- Various counseling programs are made available to the students to solve their queries and problems. Counseling is carried out for admission. Academic and personal counseling is done by Class coordinator as well as other faculty members.
- Also career counseling is done by TPO ,TPO HOD and faculty members guide the students to choose correct path in their career.
- Various seminars are conducted every year.
- Parent meetings are conducted to counsel the parents about their wards.

No. of students benefitted

75



### 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
4	62	10	--

Name	Company Name & Address	Class
Chougule Rahul Kuber	Dotweb mobile/Web solutions, Hyderabad	MCA
Pathak Bhushan		
Katkar Amol Dattatray		
Pange Priyanka Karunesh	Dx Systems, Sangli	
Patil Sneha Sanjay		
Wale Aparna Mahesh		
Pudale Anuja	Rheal Softwares	
Tuffail Attar	Infinium Global Research	MBA
Kunal Yeware		
Rafquat Patel		

### 5.8 Details of gender sensitization programmes

NIL
-----

### 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

	Number of students	Amount
Financial support from institution	18	2,51,460
Financial support from government	217	61,13,994
Financial support from other sources	--	--
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

- To foster ideas, courage determinations and to promote equal opportunities in higher education to the students community.
- To educate and prepare students community for professional excellence in an ever- changing complex business globe.

##### MISSION

By adopting variety of modern pedagogies to facilitate the students in understanding, developing, interaction and applying core and specialized concepts and practices and to prepare students academically up-dated and professionally capable to accept and face the future challenges of market needs in the field of information technology, industrial automation, functional management, marketing, production, personnel and finance.

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

The decisions taken by the Principal, Local Managing Committee, Management and IQAC are brought to the notice of members of teaching and non-teaching staff and students through respective notice boards created for them. The admission process and results are displayed on notice boards from time to time.

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

### 6.3.1 Curriculum Development

As the college is affiliated to Shivaji University Kolhapur, it does not develop its own curricula. The University develops curriculum through respective Boards of Studies.

- The Institute has taken the following initiatives for effective curricular delivery:
  - a) Preparation of teaching plan.
  - b) Conducting of tests on MOODLE.
  - c) Soft skill development programmes.
  - d) Personality development programmes.
  - e) Guest lectures/Seminars/Workshops etc.
  - f) Mini projects.
  - g) Industrial visits.

### 6.3.2 Teaching and Learning

Quality improvement is carried out by:

- The technologies and facilities are made available for faculties are:
  - a. Latest tools of Information and communication technology.
  - b. LCD projector is fixed in all classrooms.
  - c. Multimedia teaching aids
  - d. Seminar hall is having LCD projector and video conferencing facility
- To make learning more student-centric, fruitful and enjoyable, Institute has made available the support structures and systems for teachers to develop skills among the students viz.
  - a. ICT enabled classrooms.
  - b. Seminar hall equipped with Video conferencing facility
  - c. State of art computing facilities.
  - d. Language lab with multimedia facility.
  - e. Library with offline and online resources.
  - f. Auditorium hall for co-curricular activities
  - g. Moodle and Fedena software system.
- **Interactive learning**

To develop interactive learning among students, teachers make use of techniques such as group discussion, role play, quiz, puzzle, case studies, management games and debate.

- **Collaborative learning**

To inculcate collaborative learning among students, teachers make use of techniques such as

- Competency based workshops and seminars by industry experts.
- Past alumni interaction.
- Industrial visits.
- Summer internship/Projects/Mini projects/Field work.

- **Independent learning**

To encourage independent learning, students are supported with following methodologies -

- Presenting research articles in national conference.
- Participation in inter and intra-collegiate competition.

### 6.3.3 Examination and Evaluation

a) Examination Committee of the college conducts Examination for F.Y. classe as per the guidelines of Shivaji University, Kolhapur. Central Assessment Programme (CAP) is organised and results are declared within the stipulated time.

b) **Reforms introduced by University.**

- From June 2016 University has made changes in the syllabus of following courses

SN	Class	Date
1	MBA-I	6/8/2016
2	M.Com.-I	10/8/2016
3	MCA-III (Comm)	Jun-2016

- From July 2016 University has transferred MCA-I from commerce to Science department as per the nomenclature of UGC.

c) **Reforms introduced by the Institute.**

- The Institute is using MOODLE and Fedena software for conducting tests/quizzes, uploading teaching plan, case studies and attendance.
- The Institute issues separate class assignment books for both UG and PG courses.

### 6.3.4 Research and Development(3.1.2)

Institution has formed a research committee to monitor and address the issues of research.

a) **The composition of the committee-**

Principal Dr. R. A. Shinde	- Chairman
Dr. V. D. Chavan	- Member
Dr. D. M. Kumthekar	- Member
Dr. M. M. Ali (CSIBER)	- Member
Dr. S. D. Bhoite (CSIBER)	- Member

b) **Objectives of research committee-**

- To initiate research activities in the department and among the faculty.
- To organize research oriented workshops in the areas of Commerce, Management and Computer.
- To encourage faculty to write research papers and to undertake research project.

**c) Institutional measures to facilitate research:**

- Autonomy to the principal investigator
- Timely availability or release of resources
- Procurement of books , journals , or any other material required by the researcher
- Time off, reduced teaching load, special leaves etc. to faculty members
- Support in terms of technology and information needs

**d) The Institute develops scientific temper, research culture and aptitude among the students in the following way:**

- For undergraduate programmes (B.B.A.–Part-III, and B.C.A.-Part-III) and post graduate programmes (M.B.A.-Part-II, M.Com.-II, M.C.A.-III, and D.B.M.) preparation of a research project is a part of academic curriculum and each student has to complete the research project under the guidance of the respective faculty. The books, magazines, research projects of past students, reference books are available in the library. Further Xerox, computer and internet facilities are provided to all students.
- Institute has a separate department assigned for organizing seminar, workshop and conference.
- Institute has installed concurrent license copy of SPSS software.
- In order to provide a common platform for the students of different colleges to push up and exhibit their latent skill, the institute organizes every year mega inter collegiate competition titled as QUEST. The event is scheduled for two days in the first semester. The students from various Institutes affiliated to Shivaji University and other universities too actively participate. The entire event is organized and managed by our students which are judged by eminent personalities from the industry, social sector etc. One of the competitions that expose the research mind of the students is the preparation of BUSINESS-PLAN. The Students participating in the competition generate new business ideas, do the market survey, collect the information, compile the information and come up with the feasibility status of their business ideas .This exercise of business plan fosters research attitude among the students.The efforts of all students are appreciated by the management of the Institute by declaring awards for Best Business Plan, to motivate the students.

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

College has a rich central library and facility of online references also available. The college has made LCD projectors and laptops available for effective teaching and learning.

The college ensures maximum access to the central library facilities in terms of working hours as well as print, electronic reading materials for the general benefit of the student community. Additional book bank facilities are provided to scholarly students and students from the scheduled caste, backward community etc.

### Details of library, seating capacity and working hours:

Sr	Particulars	Details
1	Total area of the library: (including reading hall, journal section, reference section)	480.46 sq. mts.
2	Total seating capacity:	100 students
3	Working hours are as under: a. From Mondays to Saturdays b. During the conduct of and preparatory period for Internal & University Examinations	8.30 A.M. to 6:00 PM 8.30 A.M. to 7:00 PM
The library remains open during vacations too.		

Institute has periodically updated various infrastructure facilities within the its premises. The college premise has been renovated to make it more appealing to the eyes and has become more space economic.

There are 18 classrooms in the Institute. Classrooms are provided with facilities like fan, tube lights, benches and other required facilities. 14 classrooms have the capacity of 60 students each and rest of the 4 rooms have the capacity of 50 each. LCD projectors, computers are provided for effective teaching, student's interaction and learning.

**Seminar Hall:**We have a seminar hall fully ventilated, technologically upgraded with video conferencing, ICT tools and has the seating capacity of 200. This is available to our college as and when required.

**Multipurpose Hall:**The Institute has developed an up to date multipurpose hall with a seating capacity of 1000 students. The hall is utilized for welcome functions, guest interaction, send off of students, inter-collegiate, intra-collegiate events, etc.

### 6.3.6 Human Resource Management

- Institute follows staff recruitment norms as laid down by the Shivaji University Kolhapur.
- Institute deputed staff members for Faculty Development programs/workshops/seminars/conferences etc.
- Institute organizes Faculty Development Programs/ workshops /guest lectures for updating knowledge of teachers.
- Reward for good performance is given to teaching staff and non-teaching staff at annual gathering.
- Staff members are motivated to go for higher studies.

### 6.3.7 Faculty and Staff recruitment

- Calculation of workload and estimating faculty requirement.
- Shivaji University approval to advertisement for the faculty recruitment.
- Inviting applications from eligible candidates.
- Appointment of qualified and competent faculty selected through the process of selection committee of Shivaji University.

- e. In case eligible faculty is not available, Local Management Committee of the Institute appoints the qualified and competent faculty on temporary basis.
- f. Referring to above selection process, in case candidate appointed don't report, the Local Management Committee immediately proceeds to select suitable candidate as per norms of Shivaji University.

### **6.3.8 Industry Interaction / Collaboration**

- a. Industry interaction is catered by Training and Placement in charge.
- b. Placement cell actively maintains liaison with the Industry by inviting them to the campus for the following
  - i. Campus Selection
  - ii. Job fair
  - iii. Mock interviews/Guest lectures
  - iv. Summer placement/Internship/Mini projects/Live projects
  - v. Industrial visits
  - vi. Resource sharing with industries
  - vii. Expert faculties are shared with industries for sharing expert knowledge/corporate training.
  - viii. Feedback from Industry on curriculum improvisation
  - ix. Avail them the institute Infrastructure for their training and assessment tasks including consultation services.

### **6.3.9 Admission of Students**

- a. Admissions of MBA and MCA are done by DTE.
- b. For other courses the admission is given on merit basis. The merit list is displayed on notice boards. Details regarding rules and regulations; scholarships; fee structure, subject combinations and examination pattern is given in updated prospectus. The students are also informed regarding the commencement of classes.

### **6.4 Welfare schemes for students**

The Institute made available the following welfare schemes to the students:

- a. Fee concession is given to economically backward students who don't avail any scholarship.
- b. Provision to pay fee in convenient installments is provided to financially weak students.
- c. Fifty percent concession in the tuition fee is reserved for girls seeking admission to DBM course.
- d. Book bank facility is made available to category students. Similarly additional borrower card is provided to our meritorious students.
- e. The students securing distinction in University examination get extra library card.
- f. Language lab is developed for slow learners.

- g. Remedial coaching is given to those students having dissatisfactory progress in their academics.

Employees Welfare Schemes being run in VPIMSR are as given below:

- a. **Loan facility to the employees:** The SIBER trust has established Late Dr. A.D. Shinde employee's Cooperative credit society at the Kolhapur head office. Personal loan facility is provided to the employees at competitively low rate of interest. Out of 25 members, 4(16%) members have availed the benefit of loan facility.
- b. **Advance against salary:** Financial assistance in the form of advance is provided to the staff. The advance amount is recovered from their salary in suitable installments.

**6.5 Total corpus fund generated : --**

**6.6 Whether annual financial audit has been done** Yes  NO

**6.7 Whether Academic and Administrative Audit (AAA) has been done? : No**

**6.8 Does the University/ Autonomous College declare results within 30 days?**

For UG Programmers Yes  NO

For PG Programmes Yes  NO

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

NA

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

NA

**6.11 Activities and support from the Alumni Association**

- Alumni Association meet is held once in every year.
- Activities and support from the Alumni association is remarkable. Our alumni are constantly in touch with the Institute and supporting all departments in extending the curriculum according to the industrial needs.
- Alumni give suggestions and feedbacks on various activities of the institute during the Alumni meet as well as interactions with the teachers as and when they come to the campus. Alumni association meetings are also conducted to have discussions with alumni regarding quality improvements.



## 6.12 Activities and support from the Parent – Teacher Association

- Every semester, parent meets is conducted in the Institute.
- Suggestions received from parents are accepted and good suggestions are implemented.
- Feedback is taken about the current curriculum and it is implemented positively to enhance the needs of the market.

## 6.13 Development programmes for support staff :

- I. Granting permission and leave to non-teaching staff to improve their qualifications.
- II. Provide dearness allowance to the non-teaching staff as per the prevailing rules of the Government.
- III. Providing Employee Provident Fund to non-teaching staff.
- IV. Granting permission to participate in Workshops and seminars for Administrative training,

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

- I. Water consumption/conservation in the campus
- II. Energy consumption and Use of Renewable Energy in the campus
- III. Pollution control in the campus
- IV. E-waste control in the campus

## 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.

- Two vocational courses under Shivaji University including ‘**Tally**’ an accounting program which indeed helps a small and medium business to perform all kinds of accounting operations as required by the industry and ‘**PHP**’ for a career in the web design/web scripting industry were started in this academic year.
- **Competitive Examination** centre organized coaching and guidance programmes for MPSC and UPSC exams, interview skill, group discussion etc.
- **Practical Exercises** for MBA-I were conducted to give the students practical training along with the regular teaching to enhance their learning process as given by Shivaji University syllabus.
- College organized a **National Level Conference** on emerging trends in multidisciplinary streams.
- College library completed its **Digitalization**, developed a software for coding, recording the data and issuing books.
- Library Department has also started **Book Donations** from students on their birthdays.
- Fair play trophy in inter college competition **Quest** was initiated to conduct the event in smooth and disciplined manner.

- Intra Collegiate event **Corporate Roadies** was organized by BBA-III semester students to introduce the company profile to the students.

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

The plan of action which was chalked out at the beginning of the academic year 2016-17 has been successfully implemented. The details of the plan and its implementation are as follows:

Plan of Action	Achievements
<b>Academic</b>	At the beginning of the year academic calendar was prepared, work load was allotted to the faculties, time table was prepared, schedule for remedial coaching, moodle test and prelims was displayed and weekly feedback meetings were conducted.
<b>Co-curricular activities</b>	Following activities were planned and practically implemented: <ul style="list-style-type: none"> <li>• Inter collegiate competition <b>Quest</b> was organized on 23<sup>rd</sup> &amp; 24<sup>th</sup> September 2016</li> <li>• <b>Ganesh Utsav</b> was celebrated on 5<sup>th</sup> to 9<sup>th</sup> September 2016</li> <li>• <b>Dhol Baje</b> event was organized on 10<sup>th</sup> October 2016</li> <li>• Sports competitions were arranged for a week in February 2017</li> <li>• Cultural events under the name <b>Lakshya</b> was conducted on 17<sup>th</sup> &amp; 18<sup>th</sup> February 2017</li> </ul>
<b>Extra activities</b>	<ul style="list-style-type: none"> <li>• Guest lectures on workflow in IT industry, Stock mind, Investment opportunities, Project report writing, Corporate etiquettes etc.</li> <li>• Workshop on Entrepreneurship and skill development</li> <li>• Alumni meet</li> </ul>
<b>Library activities</b>	Following activities were planned and practically implemented by library: <ul style="list-style-type: none"> <li>• Workshop on J-Gate</li> <li>• Poster presentation on memorial day of Dr. Anand Yadav, Mahatma Phule, Dr. Ambedkar, Savitri Bai Phule, on Women's day were arranged</li> <li>• Books exhibition</li> <li>• Books donation by students on their birthdays</li> </ul>

<b>Placement activities</b>	Industrial visits were organized for MBA- II year students
<b>NSS Activities</b>	Following activities were conducted by NSS during the year <ul style="list-style-type: none"> <li>• Cleaning college campus</li> <li>• PUC camp on National Road Security Day</li> <li>• AIDS awareness program</li> <li>• Tree Plantation</li> <li>• Blood Donation Camp</li> <li>• Guest lecture on Sexual Harassment Prevention Act</li> <li>• Celebrated International Yoga day, National Youth day, Agriculture day, Constitutional day, NSS day, etc.</li> </ul>
Short Term Courses	Conducted following short term courses successfully <ul style="list-style-type: none"> <li>• Tally course</li> <li>• PHP</li> <li>• BEC course</li> </ul>
Conference at National level	College organized one day national conference on Emerging Trends in Multidisciplinary Research on 11 <sup>th</sup> February 2017
Research activity among the faculty and students	<ul style="list-style-type: none"> <li>• One faculty was awarded Ph.D. degree by Shivaji University, Kolhapur.</li> <li>• Faculty members prepared and presented research papers in the various seminars and conferences organised by different colleges.</li> <li>• Students were motivated and guided to present their research papers in conference organized by the college.</li> </ul>

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

#### Best Practice 1: English Club

#### Best Practice 2: Flexible Learning Management System using Moodle

*\*Details are provided in Annexure-III*

### 7.4 Contribution to environmental awareness / protection

- “Clean and Healthy India Campaign” was organized on 16/09/2016 , in which NSS Volunteers contributed labour (“Shramadan”) towards cleaning college campus.
- Tree Plantation Programme was organized in the beloved memory of Late Dr. A. D. Shinde, founder member of CSIBER trust, on 3<sup>rd</sup> February 2016.
- Disaster Management Training for Fire prevention by Nitin Enterprises Ichalkaranji.
- Creating awareness among the students to keep the campus clean.
- The campus is also declared tobacco free and smoking free zone.

- The staff and students have taken the initiative to take up PUC camp for their vehicles through NSS.
- Utilization of energy in class is controlled. Students are instructed to switch off lights, fans and computers when they leave. Display boards are placed next to switch boards to remind them to switch off the lights in class rooms, labs and office

**7.5 Whether environmental audit was conducted?**    Yes     No

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

**SWOT Analysis**

**Strength**

- Institute has installed e-moodle and fedena software in the year 2014-15 to expedite, and facilitate smooth functioning of academic programme and administrative schedule.
- A microfinance saving scheme for staff is arranged through Credit society at CSIBER, Kolhapur and 20 members from Institute have been benefited from it.
- The college has a young, dynamic, enthusiastic, fully qualified (Ph.D./NET/SET) dedicated and student friendly staff.
- Merit positions of the students in the Shivaji university.
- A Large number of UG, PG and diploma programmes are offered by the college.
- Job oriented autonomous certificate courses are also offered by the college.
- Safe campus with 24 hours CCTV surveillance
- Beautiful clean, green and Wi-Fi enabled campus provided to stake holders.
- Students are trained for appearing at various Competitive Examinations.
- The college is a study centre for IGNOU with more than \_\_\_students registered.
- The college is a study centre for Distance learning of MBA of Shivaji university.
- Adjustment of lectures during casual/duty/study leave period of a teacher. This unique method keeps the teaching programme undisturbed.

**Weakness**

- Most of the students are from vernacular medium and need training in communication skills and English language skills
- Lack of measures for E-waste management

- Lack of hostel facility for remote students

### **Opportunities**

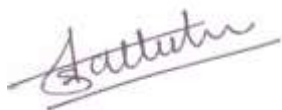
- Introduce self- designed Job Oriented Diploma /Certificate Courses in Information Technology
- Introduce new Skills Development Courses.
- E-waste management
- To provide hostel facility to the students

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

#### **The plans of Institute for the year 2017-2018**

- Mentoring for MBA & MCA students
- Organizing International Conference
- Installing solar panel system for energy conservation
- Group activities for skill enhancement of student
- Consultancy services
- Installing POS to handle cash transactions as a mode of digital payment
- Make an Environment committee
- To begin Placement club, Entrepreneurial club
- To develop compost pit for waste management.

*Name: Prof. A. A. Sattikar*



*Signature of the Coordinator, IQAC*

*Name: Dr. R. A. Shinde*



*Signature of the Chairperson, IQAC*

**An Academic Calendar for the 1<sup>st</sup> Term and 2<sup>nd</sup> Term of 2016-167**

a) Academic year for the 1st Term is 6-6-2016 to 27-10-2016 and  
for the 2nd Term is 7-11-2016 to 30-04-2017

b) Dates for commencing the lectures / classes :

Sr.	Courses	Date
1.	BBA Part - II & III BCA Part – II & III MCA Part -II & III M.Com Part- II	Monday 13-6-2016
2.	BBA Part - I BCA Part - I	Monday 20-6-2016
3.	M.Com Part- I DIT & DBM	Monday 27-6-2016
4.	MBA Part -II	Monday 18-7-2016
5.	MBA Part –I MCA Part –I	Wednesday 27-7-2016

c) Total working days of the 1st Term –

Sr.	Date	W. Days
1.	6-6-2016 to 30-6-2016	22 days
2.	1-7-2016 to 31-7-2016	25 days
3.	1-8-2016 to 31-8-2016	27 days
4.	1-9-2016 to 30-9-2016	24 days
5.	1-10-2016 to 27-10-2016	22 days
	Total Working days	120 days
	<b>Deepavali Vacation (SU Exam.)</b>	
	28-10-2016 to 6-11-2016	10 days

d) Total teaching days of 1st Term (course wise)

Sr.	Course / class	Date of commencing	Last dates of completion of syllabus	Total teaching days
1.	BBA Part - I BCA Part - I	20-6-2016	13-10-2016	98
2.	BBA Part - II & III BCA Part – II & III MCA Part -II & III M.Com Part- II	13-6-2016	13-10-2016	103
3.	M.Com Part- I DIT & DBM	27-6-2016	13-10-2016	91
4.	MBA Part -II	18-7-2016	27-10-2016	85
5.	MBA Part –I MCA Part –I	27-7-2016	27-10-2016	77

e) Tentative date of Mid Test Exam. – Quest function, Dhol-baje & Lakshya Function -

i). – 10-10-2016 to Mid Test / Exam 20-10-2016

ii) QUEST function – 16 / 17 Sept. 2016 or 23 / 24 Sept. 2016

iii) Lakshya – Dhol-baje function (Dasara) 11-10-2016 - 7 / 8 October, 2016

iv) Total teaching period is 90 to 100 days including all class room, lectures, practicals seminars / workshop, guest lectures, mid-test etc.

## An Academic Calendar for the 2<sup>nd</sup> Term of 2016-17

1. Academic year for the 1st Term is 6-6-2016 to 27-10-2016 and for the 2nd Term is 7-11-2016 to 30-04-2017

2. Dates for commencing the lectures / classes:

Sr.	Programmes	Dates
a.	BBA Part – I/ II & III BCA Part – I/ II & III DBM DIT	7-11-2016
b.	M.Com Part- I/II	6-12-2016
c.	MCA Part –I MCA Part –II	10-12-2016 1-12-2016
d.	MBA Part -I MBA Part -II	4-1-2017 21-12-2016

3. 2nd Term period is 27-11-2016 to 30-4-2017 : Total working days in the 2nd Term –

Sr.	Date	W. Days
1.	27-11-16 to 30-11-16	3 days
2.	1-12-16 to 31-12-16	27 days
3.	1-1-17 to 31-1-17	26 days
4.	1-2-17 to 28-2-17	25 days
5.	1-3-17 to 31-3-17	27 days
6.	1-4-17 to 30-4-17	26 days
	Total Working days	134 days



4. Total teaching days (programme wise)

Sr.	Course / class	Date of commencing	Last dates of completion of syllabus	Total teaching days
1.	BBA Part – I/ II & III	27-11-2016	25-3-2017	98
2.	BCA Part – I/ II & III	27-11-2016	25-3-2017	98
3.	DBM, DIT	27-11-2016	25-3-2017	98
4.	MCA Part –I	10-12-2016	10-4-2017	100
	MCA Part –II	1-12-2016	10-4-2017	100
5.	MBA Part -I	4-1-2017	10-4-2017	86
	MBA Part -II	21-12-2016	10-4-2017	86
6.	M.Com Part- I/II	16-12-2016	25-3-2017	83
Average total teaching period				

5. Summe vacation is 1-5-2017 to 5-6-2017

6. Activities & examination

- a) Lakshya function (Prize Distribution Function, Sports Week) Second week of Feb.2016
- b) Mid-Test / Exam – Last week of Feb. 2016 (Tentative)
- c) Total teaching period is including all lectures, seminars, practical, guest lectures, mid-test and function etc.



Principal

## Student Feedback Analysis (2016-17)

### 1) Formulae used for students' feedback

X=Sum of marks scored by faculties

n=Total No. of Students

Average :

$$\bar{x} = \frac{\sum_{i=1}^n x_i}{n}$$

Standard Deviation (SD):

$$s = \sqrt{\frac{\sum (x - \bar{x})^2}{n - 1}}$$

Coefficient of Variation (CV):

$$CV = \frac{S}{X} \times 100\%$$

### 2) Performance Analysis

Coefficient of variation	Comment on performance
0-10	Excellent
10-20	Very good
20-30	Satisfactory and need improvement in some areas
More than 30	Poor

Prof. A.A. Sattikar  
Co ordinator, NAAC

Ms.Poonam Bagal  
Feedback Analyst

Data entry by: 1) Mrs.S.V.Desai 2)Mr.V.B.Sutar 3)Mr.M.M.Keripale



**Dr. R. A. Shinde**  
**Principal**

**2016-17  
MBA I**

		Mean	SD	CV
RMY	MM	83.00	14.23	16.23
NUD	FM	77.77	15.43	12.56
RAR	HRM	87.01	16.32	14.23
PAB	OM	82.08	12.22	11.93
STB	MIS	86.48	17.59	18.18
PAB	ORT	92.06	10.82	12.58
DMK	RM	90.87	9.23	10.16
VDC	BE	98.92	8.37	9.66

**MBA II**

		Mean	SD	CV
RMY	ED	88.15	14.50	17.56
DMK	MCS	85.94	10.68	12.55
MMS	GQS	90.83	12.88	15.00
MMS	MM-IV	93.30	11.24	10.54
RMY	MM-V	87.89	14.15	15.69
DMK	FM-IV	85.38	13.87	15.74
SNB	FM-V	88.36	13.47	15.25
SSJ	HRM-IV	88.71	16.88	17.42
ASM	HRM-V	95.38	9.53	10.63
VSJ	SYS-IV	-	-	-
AAG	SYS-V	-	-	-
PAB	PROD-IV	89.50	13.81	15.25
--	PROD-V	-	-	-

**MCA I**

		Mean	SD	CV
STB	OAT	90.87	9.23	10.16
SSM	WD	84.23	12.70	15.60
NRP	VP	89.26	15.15	18.21
VSJ	PCJP	93.56	9.08	9.65
ARR	RDBMS	89.23	13.74	15.23

**MCA II**

		Mean	SD	CV
ABP	OS	98.92	8.37	9.66
VSJ	DS	93.56	9.08	9.65
AAG	OOP	90.87	9.23	10.16
MMK	SC	92.06	10.82	12.58
PYM	AM	95.38	9.53	10.63

**Best Practice 1:**

**1. Title of the Practice: ‘English Club’**

**2. Goal**

- To make the students feel confident and comfortable using English language.
- To provide the students a casual platform to speak English confidently.
- To overcome the fear of English language among the students.
- To enrich the students’ English vocabulary.

**3. The Context**

An English Club is a place for language learners to use English in a casual setting. English club helps members to practice speaking English with real-life tasks. There are many reasons for creating an English club. Students who lack interaction, motivation in the classroom, either because they are introvert, shy or they have a low language level, the English club might be a good solution to involve them with their friends in doing various activities and to make weak student active. The good thing about creating an English club giving chance to students to study English with fun and it is also a place for students to improve their English. For instance, students can be given stories and books to enhance their writing skills. They also watch documentaries, films, listen to songs and engage in discussions with their teacher; they can play games and sports to change the atmosphere and practice the language in funny ways. The English club paves the way to students to build up their personality, discover, understand and become themselves and develop their cultural competences.

**4. Practice and its implementation.**

English club is one where students of different classes can join this club. Even the faculty members too are involved in this club. The students who are really interested to improve their English language join this club. The language club session is held once in a week after the regular lectures. The sessions are practical based. Different activities are conducted for students based on all the four skills i.e., Listening, Speaking, Reading and Writing. Keeping in consideration the poor communication skills, students are encouraged to communicate formally as well as informally.

**5. Evidence of Success**

The concept of English Club was new to the students. But there was a good response from the students. We had strength of 30 students for the academic year 2016-17. Students enthusiastically participated in the all the activities undertaken.

## 6. Problems Encountered:

As the students were from rural background and majority of them were from Marathi Medium, they were initially hesitating to participate in the activities conducted. But gradually they started to participate in the various activities conducted. As the sessions were conducted in the post college hours, so parents as well students were unwilling to join the club.

### Best Practice 2:

#### a) Title of the practice: Flexible Learning Management System using Moodle

Moodle is an e-learning tool that can offer simple and safe solutions to any institution, no matter how large or small, be it an individual teacher or a huge university. Moodle facilitates online collaborations, which can be teacher-to-student, teacher-to-teacher or student-to-student.

#### b) Objectives of the Practice:

Moodle has been around since 1999. It is used by tens of thousands of institutions for online learning worldwide. Moodle's biggest advantage is that it allows Institute a wide variety of resources and activities in one place along with learner tracking and individual learning pathways with following objectives.

- To provide a secure environment for learning.
- To enhance the teaching with online supplementary activities.
- To provide comprehensive access controls through course content.
- To provide students with links to websites that are relevant to a course.
- To upload a series of learning activities created through course.
- To set up a list of things for students to do before coming to a lesson.

#### c) The Context:

For an effective and efficient access to learning materials, the concepts and methodologies of technology-based learning are gaining importance with Moodle becoming a crucial resource for institutions. The advantages of Moodle as opposed to traditional learning are instantly evident with e-learning making education independent of time and location. More importantly, it opens up fresh possibilities for implementing pedagogical innovations in an environment where students are expected to function as active, independent, self-reflected and collaborative participants. In addition, Moodle assists teachers in the management of online courses, allowing them to create, add, modify, customize, and reuse digital content and learning objects. To meet the challenges of today's information exchange and sharing activities driven by the internet and World Wide Web, more and more academic administrators, faculties, librarians and other professionals worldwide are seeking new and innovative ways of enhancing and integrating academic information applications, databases, programmers, resources, services and systems in diverse student-centered and service-oriented academic learning environments.

#### d) The Practice:

With Moodle, teacher creates learning spaces called 'courses'. Each course has its own set of resources and activities, called 'modules' in Moodle, and can be customized in terms of organization and appearance. Moodle works particularly well when combined with face-to-face learning due to its following different learning-centric modules.

- Lesson

The Lesson module allows a teacher to write a series of lesson pages, each one ending with a question. If the students answer it successfully, they may continue. This allows students to spend as much time as they want or need on tricky questions.

- **Assignments**

Students can upload Assignments for teachers to mark. Teachers get an automatic alert when a new assignment arrives. All marks can be stored in the Moodle grade book. Learners can submit tasks in any file format (e.g. MS Office, PDF, image etc.).

- **Chat room**

The Chat module allows participants to have a realtime synchronous discussion via the web. This is a useful way to get a different understanding of each other and the topic being discussed

- **Quiz**

Quiz module allows the teacher to design and set quiz tests, consisting of multiple choices. True/false, short answers questions etc. These questions are kept in a categorized database, and can be re-used within courses and even between courses. Quizzes can allow multiple attempts. Each attempt is automatically marked, and the teacher can choose whether to give feedback or to show correct answers. Quiz module includes grading facilities.

- **Calendar**

Keeping a calendar of events is important to both the learner and course instructor. Events can be created for different categories which appear on the course homepage, alerting the learner across all courses they are enrolled in of different category events. Alerts are colour-coded by category.

**e) Evidence of Success:**

The integration of Moodle in Institution has focused on providing learners with the concepts and skills necessary to use the centrally run learning management systems. This has been useful for making the technology transparent for the learners who have never had exposure in working in a web-based learning environment. Learners are excited at having the power to design and publish their own online content, and the ability to develop their own online learning activities without facing any technical constraints. With the rise in popularity of technologies such as Moodle, new opportunities have been created for communicating, sharing ideas and engaging in the learning process. It is time for the focus of online learning support in organizations to move towards providing learners with the choice to create their own learning networks. These environments would ideally go beyond the artificial construct of an individual unit of study that make up their programmes, beyond the individual programme. Moodle is an explicitly assumed organizational strategy for innovation. It is an initiative that aims to take advantage of new technologies for (i) updating teaching practices, (ii) promoting organizational modernization, (iii) to ensure competitive advantage and internationalization. As an innovation- process the integration of Moodle in Institute is a progressively successful.

The implementation of Moodle has changed all sections of learning environment and these changes have been creating an irreversible impact on Institute to adopt innovative technologies in its teaching practices. Based on descriptive statistical data collected through three years longitudinal study, results show that Moodle integration in Institute is progressively successful and enriching supplement for conventional face-to-face classes with regard to the ease of learning and using the new skills around it.

**f) Problems Encountered and Resources Required:**

Problem of Learning Management Systems from learners come when attempts are made to design learner-centered online activities that are collaborative, reflective, experiential, participatory and networked across a wider community of peers or experts. The role must be played by teachers to adopt this technology and constantly increase its value for the betterment of students. Moodle provides support for both students and teaching faculty in the process of learning. More specifically, there is want of dedication for student from teacher community in the academia. The most encountered problem for teaching faculty is in building up a course contents for the development of advanced teaching methodology. The following are the elements where teachers should focus on building Learning Management System:

- The development of contents for course.
- Providing value added services.
- Hyperlink to the e-resources and e-references such as e-books and e- journals.
- To develop e-learning information search skills.
- Acquisition of core e-collections for e-learning initiative.

**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
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

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