

The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR 2016-2017

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution	ARTS, COMMERCE AND SCIENCE COLLEGE
1.2 Address Line 1	Kidwai Road
Address Line 2	-
City/Town	Malegaon City Dist. Nasik
State	Maharashtra
Pin Code	423203
Institution e-mail address	mgvcity@yahoo.com
Contact Nos.	02554232885
Name of the Head of the Institution:	Principal Shivanand C. Hale
Tel. No. with STD Code:	02554-232885, +919168467111
Mobile:	+919168467111

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHC0GN 18879)

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)

1.5 Website address:

Web-link of the AQAR:

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	-	2004	2009
2	2 nd Cycle	B	2.15	2013	2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

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

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

1.9 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. AQAR 2013-14 25/01/2014 (DD/MM/YYYY)
- ii. AQAR 2014-15 25/01/2015 (DD/MM/YYYY)
- iii. AQAR 2015-16 06/12/2017 (DD/MM/YYYY)
- iv. AQAR _____ (DD/MM/YYYY)

1.10 Institutional Status

University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

Community College

1.12 Name of the Affiliating University (*for the Colleges*)

S.P. Pune University

1.13 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

6

2.2 No. of Administrative/Technical staff

1

2.3 No. of students

1

2.4 No. of Management representatives

1

2.5 No. of Alumni

1

2.6 No. of any other stakeholder and

1

Community representatives

2.7 No. of Employers/ Industrialists

1

2.8 No. of other External Experts

1

2.9 Total No. of members

13

2.10 No. of IQAC meetings held - 04

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

2.14 Significant Activities and contributions made by IQAC

- Preparation of Academic calendar and conduction of monthly meeting
- Organization of IQAC meetings
- Strengthening of research culture in the College by monitoring faculty to undertake major-minor research projects.
- Students' feed collection and analysis
- Implemented maintaining teachers' daily dairy, weekly worksheet to continuously monitor and improve teaching learning process
- Organized State level seminar
- Contributed in exam reforms
- Collected self-appraisal forms
- Conducted computer training programme for faculty.
- Improvement of security through installation of CCTV.
- Encouraging faculties to participate in National and International Conferences/ Seminars.
- Participation of faculty in orientation and refresher programmes
- Publication of research papers in refereed journals
- Organized personality development programmes

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Curriculum Aspects	1. Diploma course of Computer Accounting and Taxation under Community College is implemented.
2. Academic Calendar	2. All activities included in academic calendar were successfully executed.
3. Enhancing Quality of Teaching-Learning Process	3. Implementation of Teachers' diary that contains detailed information regarding the teaching-learning, execution and recording the daily activities of the teacher.
4. Promotion of Research culture among faculty members	4. The involvement of faculty in research was enhanced as three minor research projects were sanctioned.
5. Enhancing Results	5. Remedial classes were conducted to improve the results.
6. Field Visits	6. Department of Commerce organized study tour to Atithi Textiles, MIDC, Malegaon
7. Enhancing community service	7. Value based activities were organized by NSS unit.
8. Student Support	8. Anti-ragging committee constituted, collected online undertaking forms, formulated anti ragging squad, organized workshop to create awareness about ills of ragging. Personality development programme.
9. Competitive Exam preparation	9. Free of cost NEET coaching for XII Science students
10. Participation and presentation in MGVS Mahatsav	10. Our students actively participated and won first prize in district level drama competition and group dance competition.

* Attach the Academic Calendar of the year as Annexure.

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body LMC

Provide the details of the action taken

The member of LMC and College management were impressed by the AQAR 2016-17 of the College. An appeal was made for additional efforts to augment the academic, research and extension activities on a higher scale during the next year. The same was communicated to every department.

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	01	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	01	-	-	-
Certificate	-	-	-	-
Others	-	-	-	-
Total	05	-	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	03

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.

Syllabus revision is as per the norms of Board of Studies of S P P University

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
	12	09	02		1 (Librarian)

2.2 No. of permanent faculty with Ph.D.

4

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
-	04	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	-
---	---	---

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	-	-	-
Presented papers	-	-	-
Resource Persons	-	-	-

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

Sharing experiences of experts by way of guest lecture
Use of internet, field visits, educational visits, group discussion, essay writing competition
Faculty members are encouraged to use latest technology in teaching learning process

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)

Bar Coding and online question paper delivery system have been introduced by Savitribai Phule Pune University and is implemented by the College successfully. Examination room is well equipped accordingly.

Arts and Commerce faculty evaluation is conducted by term end examination and tutorial writing.

Science faculty undertakes two tests in each term.

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

-	-		
---	---	--	--

2.10 Average percentage of attendance of students

75-80%

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y.B.A.	98	1.02	9.18	16.32	8.16	34.69
T.Y.B.Com	102	2.94	9.80	7.84	15.67	36.27
T.Y.B.Sc.	34	-	-	5.88	-	5.88
M.Com II	19	5.26	36.84	26.31	-	68.42

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

- Academic Calendar preparation
- Maintenance of Daily Diary and Weekly Worksheet
- Time-Table for effective implementation of teaching-learning evaluation.\
- Feed-back and its analysis

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	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	-
Others	-

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	04	-	-
Technical Staff				

Criterion – III

3. Research, Consultancy and Extension

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

Encourage faculty member to apply for research grants and also guide them wherever required to carry out research activities

Motivate faculty member for publication in refereed journals

Encourage and insist faculty member for attending and paper presentation in conferences and seminars

Motivate faculty members for completion of Ph.D.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	1	-	1
Outlay in Rs. Lakhs	-	8.5	-	8.5

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	3	-
Outlay in Rs. Lakhs	-	-	3.00	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings			

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	-	-	-	-

(other than compulsory by the University)				
Any other(Specify)	-	-	-	-
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				-	-
	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 From Management of University/College

Total

3.16 No. of patents received

this year

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

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

03

04

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	<input type="text" value="-"/>	College forum	<input type="text" value="-"/>		
NCC	<input type="text" value="-"/>	NSS	<input checked="" type="checkbox"/>	Any other	<input type="text" value="-"/>

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

Tree Plantation

Cleanliness Drive: A grand rally is organized under the banner of Swachch Bharat Abhiyan in which College building, municipal school campus and surrounding and Bus Station and old Agra road cleanliness programme is organized.

Guest Lectures on various topics like; plastic free campus

Save girl save world

Right to Education

Vote Awareness programme is organized

Secularism

Road safety rules

Importance of Research in real life

Personality Development on 'Thought' is organized in seven day special camp

Yoga Day celebrated

Library celebrated 'Ranganathan Jayanti'

Other special days like; Teachers day, Republic day, Independence day, Gandhi Jayanti celebrations, Munshi Premchand Jayanti.

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	529 sq. Mtr	-	-	529 sq. Mtr
Class rooms	09	-	-	09
Laboratories	-	04	College	04
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	09	04	BCUD , UGC	13
Value of the equipment purchased during the year (Rs. in Lakhs)	-			-
Others	-	-	-	-

4.2 Computerization of administration and library

<p>The administrative system is computerized</p> <p>The admission , examination and library system are automated with xxxx software.</p> <p>Admission to all courses are made online.</p> <p>Every Department is provided computer facility</p>

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15240	1349316	533	90515	15773	1439831
Reference Books	5834	1193749	-	-	5834	1193749
e-Books	-	-			-	-
Journals	27	13402			27	13402
e-Journals	-	-	-	-	-	-
Digital Database	-	-	-	-	-	-
CD & Video	32	-			32	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	10	01	Yes	Yes	Yes	Yes	Yes	-
Added	25	-	-	-	-	-	-	-
Total	35	-	-	-	-	-	-	-

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

- The College organizes the programme for faculty members on the theme such as Networking, Tally, Android development training for technology up-gradation.
- Wi-Fi service is available in the College.
- During the admission and examination time faculty member guide and assist in filling online forms.

4.6 Amount spent on maintenance in lakhs :

i) ICT	2,34,382
ii) Campus Infrastructure and facilities	1,24,553
iii) Equipments	1,22,960
iv) Others	42,752
Total :	5,24,047

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has played a vital role for student support and progression by appointing various committees in the beginning of the year and respective committee works accordingly. The chairman of these committees create awareness among students and improve students participation in all these activities.

- ✓ Instalment fee payment facility
- ✓ Scholarship programme
- ✓ Free medical check-up
- ✓ Earn-while-Learn scheme
- ✓ Industrial visits
- ✓ Remedial classes
- ✓ Career counselling
- ✓ Computerised notes for Arts faculty students
- ✓ Personality development programme
- ✓ Students' insurance
- ✓ Anti-ragging committee
- ✓ Enrichment classes for Persian students

5.2 Efforts made by the institution for tracking the progression

- ✓ Tutorial writing
- ✓ Remedial courses
- ✓ Counselling of academically weak students
- ✓ Internal evaluation
- ✓ Oral Question and Answer
- ✓ Previous years' Question paper solving and discussion
- ✓ Home assignment
- ✓ Group discussion

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
853	38	-	-

(b) No. of students outside the state

-

(c) No. of international students

Men	No	%	Women	No	%
	-	-		-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
439	33	06	347	-	825	303	27	06	514	-	853

Demand ratio 1:2 Dropout 3%

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

No. of students beneficiaries

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

- ✓ A career guidance cell organized a guest lecture on competitive exam preparation
- ✓ Subject counselling at time of admission

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	
-	-	-	-	

5.8 Details of gender sensitization programmes

Following guest lectures on women centric themes were conducted

- ✓ Women empowerment through education
- ✓ Women and moral values
- ✓ Sexual harassment of women and law
- ✓ Sex ratio of women
- ✓ Well-being of women

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		
Financial support from government	327	77610
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: No Major grievance is raised during 2016-17.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

Quality Improvement

To facilitate need based education to the students belonging to the economically weak family background and to become pioneer among the rural & urban colleges in providing value based quality education and tapping talent potentials lying in the rural areas to generate human resource equipped with contemporary skills eventually leading to nation building.

Mission:

Personality development of the students

1. To upgrade the quality of higher education
2. To enable the students to compete in the existing competitive world.
3. To enable them to achieve their overall personality development
4. To inculcate the value of education among the students
5. To provide quality education without discrimination of caste, creed

6.2 Does the Institution has a management Information System

Yes, the institution uses Management Information System (MIS) which efficiently manages examination, administration and library services. The College also use 'Vridhi' software.

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

6.3.1 Curriculum Development

One year Diploma course in Computerised Accounting & Taxation is introduced under Community College.

6.3.2 Teaching and Learning

Time-table committee prepares time-table which coordinates all components and ensures effective utilization of College infrastructures.

Remedial Classes are organized for weak students including those interested

Persian Department conducted enrichment coaching for bright students

Reinforcement to what students have learned are provided through the activities like field visits, seminars, group discussion, essay writing competition, Bait-Baizi, Tutorial writing, etc.

6.3.3 Examination and Evaluation

For Arts and Commerce faculty, internal evaluation is conducted by term-end examination and tutorial writing.

For Science Faculty, internal evaluation is done by 2 tests in each term.

For M.Com faculty, internal evaluation is based on credit system.

Home assignment are given to students

Examination Committee prepares a common time-table for conducting term-end exam of Arts & Commerce faculty and semester exams of Science faculty.

Every faculty member is actively involved in term-end exam work like senior supervisor and junior supervisor work.

Faculty members are confidentially involved in paper-setting and transparent assessment of term end exam.

6.3.4 Research and Development

The College has Academic Research Committee to inculcate and motivate research activity.

Faculty members are encouraged to undertake research projects and 3 minor research projects were sanctioned.

Faculty members are deputed to attend faculty development programme such as Orientation, Refresher, Short Term Courses along with Conferences, Seminars, Symposia and Workshop.

Library facilities are upgraded by additional learning resources.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Use of advanced technology is encouraged to make library services more effective and convenient.

All the reference books as per the syllabus and text books are purchased and made available to students.

Adequate ICT resources are provided to each department.

6.3.6 Human Resource Management

Each faculty member is assigned an individual work-load to ensure smooth functioning of teaching-learning process.

Different Committees are framed in the beginning of the term and every faculty member has to work accordingly.

To enhance the quality of teaching-learning faculty member are encouraged to take part in seminars, workshops, conferences, Orientations and Refresher courses for which leave is granted on highest priority. Faculty uses this facility effectively and most of them have attended the same.

The administrative and supporting staff is encouraged to attain higher qualifications along with their duties on. The punctuality and accountability of the administrative and supporting staff is assured by redressing their genuine grievances, if any.

6.3.7 Faculty and Staff Recruitment

Regulation and norms of UGC, Government of Maharashtra and SPPU are followed for staff-recruitment.

Conducting class-room demonstration in addition to the formal interview.

Preference is given to those fulfilling basic requirement but have additional qualifications.

6.3.8 Industry Interaction / Collaboration

Industrial visits are conducted and interaction with the manager and owner of the industry is arranged.

6.3.9 Admission of Students

College prospectus is prepared and printed which contains information about programmes available, optional and special courses available, subject combination, eligibility requirements and fees etc.

Admission committee is constituted for Arts, Commerce and Science faculty separately. The respective committee undertakes counselling, guiding for selection of subjects, verification of documents.

Online admission process is followed.

6.4 Welfare schemes for

Teaching: MGV's Credit Cooperative Society

Non-teaching:

Students:

Earn-while-Learn Scheme

Scholarship for backward students

Student insurance scheme

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	No	-
Administrative	Yes	Management	Yes	Management

6.8 Does the University/ Autonomous College declares 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?

SPPU uploads Annual Exam question papers and are downloaded by the College Chief Examination Officer by using secrete codes created by the University.

In order to declare results as early as possible SPP University has started online result declaration.

SPP University also introduced credit based system and grading system at PG level.

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

-

6.11 Activities and support from the Alumni Association

Annual Meeting is arranged.

6.12 Activities and support from the Parent – Teacher Association

Parent-teacher meeting is conducted once in a year where parents are made aware about curricular co-curricular and extension activities.

Parents suggestions are welcomed for improvement

6.13 Development programmes for support staff

Training for support of staff is given from time to time

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

Tree plantation at Municipal School Campus.

Dust –bin are provided at prominent locations in the premises which are cleared regularly.

Vehicle pooling is practiced by several staff-members who resides in the same locality and pick others who resides on the way to the College.

The same practice is also encouraged among the students.

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.

College follow online admission process.

Motivate the P.G. Students to take active part in seminar & workshops.

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

All the plans chalked out during the beginning of the year as mentioned in 2.15 in Part A were completed successfully.

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

Computer literacy training for staff members.

Objective: To make faculty members fully aware with the IT skills required in academia and research.

The Practice: College provided well equipped computer lab with projector and make compulsory for all faculty members to attend the training session after the College hours for one month. During this training session a qualified trainer was appointed to teach faculty members MS Office applications like MS Word Notice and Memo typing formatting. Preparation of Power Point presentation and slide making. Presentation using projector. Using web based tools how to enhance the research knowledge from the Internet.

Evidence of Success: Faculty members start using computer and projects to deliver lectures using power point presentations. Faculty members are now self-dependent for issuing notices and sending letter when required. Students are satisfied with the new teaching learning method.

Challenges: In the beginning faculty members were not use to new technology and hence not comfortable with it. Poor speed internet connection and power frequent power supply shortage distract training sessions.

**Provide the details in annexure (annexure need to be numbered as i, ii,iii)*

7.4 Contribution to environmental awareness / protection

Cleanliness drive: Awareness regarding the use of plastic baggage's were created and students cleaned the Ramzanpura area.

Plantation programme : Every year College undertakes plantation programme

Environmental Awareness Course: A compulsory course for second year students

Awareness for plastic free campus is created through the lecture in NSS

7.5 Whether environmental audit was conducted? Yes No

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

Strength : Well qualified and trained staff

Education at low cost

Weaknesses : Lack of land for future expansion of the campus

Lack of land for outdoor sport activities.

Opportunities : Establishing community college.

Threats : Competition and growth of educational institutions.

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

- (1) To face NACC in 3rd cycle.
- (2) Focus on 'Student Centric' teaching-learning process for all-round personality development.
- (3) Upgradation of College infrastructure.
- (4) To conduct academic and administrative audit.

Name: Prof. D.B.Kapadnis



Signature of the Coordinator, IQAC

Name: Prin Shivanand C Hale



Signature of the Chairperson, IQAC

Best Practices : - 01

Title of the Practices:

Child Literacy Course

Objectives :

1. To create interest of education among the children
2. To create awareness about importance of education
3. To upgrade their reading and writing habits of Urdu, Maths & English
4. To evaluate its impact

Introduction:

Malegaon is a city of power loom, majority of the people depends on power loom industry. They are socially and economically backward. They do not know the importance of education and totally living in dark condition. Even if they enrolled in municipal schools absenteeism is common and they have poor educational records. In order to improve their quality and create interest about education, Our college decided to commence child literacy course in backward areas.

Report:

The child literacy course was commenced under the able guidance of Hon Principal Shri Shivanand C Hale in the month of October 2016. The venue selected for the course was near backward slum areas of Malegaon city named Helalpura which is near to slums of Gulshan Nagar, Ghandhi Nagar Gulshan e Ibrahim. All these are unrecognised slums of Malegaon city which are accommodated power loom as well as plastic Industries units.

The course coordinator Prof Hamdani Rizwana selected three teachers of the same localities who can bring more and more children in the class. The teachers are students of B.A. Ms Mahjabeen was allotted Urdu subject, While Ms. Zakera was given English, and Ms Parveen taught Maths to Students.

Prof.Hamdani Rizwana and Three selected teachers visited the locality and knocked door to door to get the students for the class. The three teachers were given different subject as per their capability to teach in the class. The time of class was 2:00 PM to 4:30 PM every day except holidays.

At the end of every month students were tested by course coordinator Prof. Hamdani Rizwana. While after every three months students were examined by question papers and results were announced.

Evidence of Success:

The result of the course was found to be very encouraging. Students as well as parents were happy with the arrangement and asked management to continue the course for children.

Best Practices: - 02

Title of the Practices

Tree Plantation

Objectives-

- 1) To create awareness about the importance of plantation
- 2) To create awareness about green environment
- 3) To motivate society for plantation
- 4) To evaluate its impact

Introduction-

Malegaon city is the second industrial place in district Nasik, after Nasik no 1 itself. Main source of income around 75% is power loom industry. The other industries are plastic, soap making, colouring etc. Population is very thick and density of is very high. If we have a look around the city, we observe that there is a lack of greenery and immense need of tree plantation in order to solve the severe problem of pollution and clean air which is required for healthy human resource. Keeping this background in mind our college decided plantation in backward areas which needed plantation and purified air. Our college under the able leadership of our principal decided plantation in backward areas of Malegaon. The areas are.

- | | |
|-------------------|-----------------|
| 1) Malda shivar | 3) Ramzanpura |
| 2) Bada kabarstan | 4) Bardan nagar |

Report-

Our college purchased 100 saplings and decided to plant 25 saplings in each backward area. Accordingly groups of students were made and distributed areas among students. Professors of our college and students planted 25-25 saplings in each area. They dig the land around 1 foot and planted saplings.

Our student not only planted saplings but tried to make mind of the people to care the saplings and make it trees. They also promised that they will take care of plants. We also encouraged the locality for plantation and its importance.

Evidence of success –

Many people of the same locality personally visited too few of our professors and demanded plantation their home doors. It is observed that 80% of our plants were grown.

**MAHATMA GANDHI VIDYAMANDIR'S
G.D.A.B. ARTS & COMMERCE COLLEGE,
MALEGAON CITY 423 203 – DIST. NASIK
ACADEMIC CALENDER
Year (2015-16)**

Month & Date	Particulars
	Ist Term : 15-6-2015 to 31-10-2015
Jun-15	Prospectus and Admission form preparation Admission process Meeting of the staff-members Planning of the year
06/05/2015	World Environment Day Celebration (NSS) Community College – Advertisement and meeting
July 2015 01-07 July	Van Mahutsav (NSS) Loknete Vyankatrao Hiray Punyatithi (Office)
	Select of students for inter-college competition (Dept. of Physical Education)
08-14 July	International Literacy Week (SS)
	NSS forms distribution
	NSS list finalisation
	Regular activities planning (NSS)
	Regular teaching of all Departments
21-25 th July	Earn While Learn Scheme – Advertisement, meeting and selection of the students
31 st July	Munshi Premchan Jayanti (Department of Urdu)
August 2015 01 st August	Karmveer Bhausaheb Hiray Jayanti (Office)
2 nd August	Commencement of Earn While Learn Scheme Participation of players in various competition and routine practice (Gymkhana Department) XII plan-monthly observation Tribute to A.P.J. Abdulkalam (NSS)
3 rd August	Student Council Notice
10 th August	Student Council meeting Tutorial writing of all Department
11 th August	Submission of NSS list and Regular Activities planning (NSS)
15 th August	Independence Day celebration (NSS)
17 th August	Guest lecture – “Practical Banking”(Department of Economics)

20 th August	Sadbhavana Divas (NSS)
22 nd August	Medical examination of students (Dr. Shagufta Ansari)
23-28 August	Leadership Development Programme (NSS)
24 th August	National Sports Day (Dept. of Gymkhana)
September 2015	
05 th September	Teachers' Day celebration (NSS) Group Discussion (Department of English) Commencement of various tournaments (Department of Physical Education) Inauguration of English Literary Association (Department of English)
11 th September	International Literacy Day (NSS)
II nd Week	Industrial Visit (Department of Commerce) Guest lecture – Personality Development Programme – SWO)
15 th September	International peace day (NSS) NSS Regular Activities report preparation State level workshop (Department of English)
19 th September	Guest lecture (Department of Persian)
IV th Week	7 Days NSS camp planning Selection of NSS volunteers for social and cultural activities
25 th September	Competition of best letter writing (Department of Urdu)
27 th September	Examination meeting
October 2015	
01 st October	Commencement of Child literacy course Blood Donation Day (NSS)
2 nd October	Gandhi Jayanti celebration (NSS)
5 th October	Group discussion (Department of Politics)
7 th October	Group discussion (Devaluation of Chinese currency – good or bad) Department of Economics)
10 th October	Interview skills (Department of English) Test of all department Regular teaching of all department
11 th October	Celebration of Krishna Chandra day (Department of Urdu)
	IInd Term : 30-11-2015 to 30-04-2016
November 2015	
6 th November	Karmveer Bhausahab Hiray Punyatithi (Office)
19 th November	Environmental Awareness Day (Department of Geography)
Terms End Examination	

December 2015	7 Days NSS camp
7 th December	Personality Development Programme (SWO)
	Guest lecture - Project Writing (Department of Commerce)

	Regular Teaching of all Departments
10th December	Human Rights Day (NSS)
15th December	Group Discussion (National and Regional Political Party (Department of Politics)
IVth Week	Industrial Visit - Permission & list preparation (Department of Economics)
	Industrial Visit (Department of Economics)\
	Group discussion (Management skills SYBCOM.
24th December	Examination of Community College
January 2016	Commencement of Environmental Awareness Course
Ist Week	Guest lecture - Taxation (Department of Commerce)
	Guest lecture - Budget 2015-16 (Department of Economics)
	Debate / Elocution
	Lecture series (Department of English)
8th January	Ghazal reading competition (Department of Urdu)
IInd Week	Communication skill (Department of English)
IIIrd Week	Tutorials - all departments
	Bahishal Programme
	Youth festival (NSS)
IVth Week	Sports Week
February 2016	
Ist Week	Soft skill development programme
6th February	Maharaja Sayajirao Gaikwad punyatithi
IInd Week	College magazine - article collection
8th February	Guest lecture on Shayeri ki Khususiyat (Department of Urdu)
9th February	Guest lecture on Goal setting (Department of English)
10th February	University foundation day (NSS)
17th February	Smt. Renukabaii B. Hiray punyatithi (office)
IVth Week	Budget preparation for NSS
	Budget preparation and finalisation (Social Welfare Department)
March 2016	
Ist March	Karmveer Bhausahab Hiray Jayanti (Office)
5th March	Environmental Awareness Course examination
	Practical exams of Commerce Department
	Exam. Preparation
8th March	International Women's Day (Women cell)
IIIrd Week	Paper assessment of Environmental Awareness Course
April 2016	Examination SY/TY - B.A./B.COM/M.COM.
IIIrd Week	World Health Day (Gymkhana Department)