



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution	
	MGV's, ARTS, COMMERCE AND SCIENCE COLLEGE, MALEGAON CITY
• Name of the Head of the institution	ARIF ANJUM MOHAMMAD SAEED
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02554232885
• Mobile no	9764558895
• Registered e-mail	mgvcity@gmail.com
• Alternate e-mail	drarifanjum@gmail.com
• Address	Qidwai Road
• City/Town	Malegaon Dist. Nashik
• State/UT	Maharashtra
• Pin Code	423203
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Savitribai Phule Pune University				
• Name of the IQAC Coordinator	Mr. Chaugule Sharif Mahemud				
• Phone No.	02554232885				
• Alternate phone No.	02554232885				
• Mobile	7020043929				
• IQAC e-mail address	mgvcity@gmail.com				
• Alternate Email address	hrmj70@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.gdabcollege.in/iqac/				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.gdabcollege.in/academic-calendar/				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C++	67	2003	08/01/2003	07/01/2009
Cycle 2	B	2.15	2013	05/01/2013	04/01/2018
Cycle 3	B++	2.86	2023	22/03/2023	21/03/2028
6.Date of Establishment of IQAC			01/04/2003		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of			View File		

IQAC		
9.No. of IQAC meetings held during the year	4	
<ul style="list-style-type: none"> Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes	
<ul style="list-style-type: none"> If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none"> If yes, mention the amount 		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Prepared Academic Calendar for the year 2021-22 and motivated faculties to complete activities accordingly.		
Started the YouTube channel of the college (City Senior College, Malegaon) and motivated faculties to prepare and upload videos based on the syllabus for students.		
Motivated faculties to conduct various curricular, co-curricular and extra-curricular activities related to the student-centric methods of teaching.		
FDPs and Webinars were conducted.		
Timely submission of AQAR.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
1. Curriculum Aspects	1. Diploma course in Computerized Accounting and Taxation under Community College is implemented.
2. Certificate Courses	2. Under the skill development programme four (4) Certificate Courses in Spoken English, Urdu Journalism, Food preservation and Control & prevention of respiratory virus including COVID 19.
3. Preparation of Academic Calendar of Institute for quality enhancement.	3. Academic calendar of 2021-22 is prepared and evaluation is monitored during weekly meeting conducted by vice principal.
4. Preparation of subject-wise annual teaching plan.	4. Actual implementation of teaching plan is monitored by maintaining daily diary and collecting weekly reports of every department.
5. Strengthening the quality of academics	5. All programmes like study tours, field visits, seminars for students, guest lectures, group discussion and competitions, quizzes are monitored as per schedule.
6. Enhancing quality of teaching learning process	6. ICT based blended learning & teaching process followed
7. Enhancing results	7. Test, Tutorial, oral, Home assignments Online MCQ Quiz & revision were conducted to improve the results.
8. Development of infrastructure facilities	8. All the galleries, terrace and backside college building, one class room and computer lab are constructed. New chairs, table cloths, glass and tray set are purchased.
9. Promotion of Research culture	9. The involvement of students

among the students	in research was enhanced as every department submitted two minor research projects prepared by the students. twenty projects of students are collected, for that ARC organized Research Orientation Programme for Students
10. Strengthened extension activities	10. Community services were enhanced by the faculties and NSS unit. Thirty two extension activities were performed during the year.
11. Active functioning of Student Development Cell	11. The Board of Student Developments' Development implemented earn while learn scheme. The cell also organised Nirbhay Kanya Abhiyan, Tree plantation program. The cell celebrated various days like Yoga Day, Sanvidhan Din, Teachers Day, World Disability day, Marathi Bhasha Gaurav Din. Mission Yuva Swasthya, Cyber Security Awareness Program also conducted.
12. Career Guidance and Placement Cell strengthened	12. Career Guidance Cell conducted faculty wise personal guidance programme for the students. Students were also guided at the time of admission regarding their career.
13. Student Support	13. Students were supported through various scholarship schemes, all the important notices regarding scholarship, academic & examination were displayed on the notice board and were sent on college class wise whatsapp groups. Students were supported through mentorship programme of faculties. Instalment fee

	payment system was implemented for poor students.
14. Celebration of annual social gathering.	14. Due to corona virus, annual social gathering is cancelled.
15. Environment Consciousness Initiatives	15. For second year students a compulsory course on Environmental Awareness was conducted and local environmental problems and there solutions were discussed during the lecture. NSS Unit conducted tree plantation programme. River Cleanliness programme was conducted under Swacha Bharat Abhiyan by BSD & NSS.
16. Initiatives to make campus eco-friendly	16. LED bulbs are used in college premises. Spitting and use of tobacco is strictly prohibited in college campus and for that instructions were displayed in college premises. In addition, NSS unit has conducted college cleanliness programmes.
17. Alumni and PTA meet and activities	17. Alumni Association organized faculty wise 4 alumni and PTA meet in the month of December 2022. Feedback from parents and alumni are collected and analysed and all the suggestions are rectified.
18. Students' grievances	18. Students' grievances are redressed within time bound programme. For this, Mentor Minty scheme is used.
19. Student Satisfaction Survey	19. Student Satisfaction Survey (SSS) is completed at the end of academic year then analysed & proper action has been taken.
20. Students' research project	20. Students prepared research projects under the guidance of

	respective faculties.
21. MoUs	21. MoUs assigned
22. Self Study Report preparation	22. All the data and documents required for SSR preparation are uploaded. SSR is finalised.
23. Facing NAAC third Cycle	23. The college is expected to face NAAC cycle third in next Academic Year 2022-23.
13. Whether the AQAR was placed before statutory body?	Yes
<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
College Development Committee	04/12/2021
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	23/12/2022
15. Multidisciplinary / interdisciplinary	
<p>The institution follows an interdisciplinary approach through community college and B.Voc where Computerised Accounting & Taxation is taught. In B. Voc students of any faculty can take admission. Which shows an interdisciplinary approach.</p> <p>The institution organized certificate courses in Banking, Spoken English, Urdu Journalism, Food preservation, and Control. These certificate courses have a multidisciplinary approach as students from any stream can complete the certificate course.</p> <p>In addition, our all departments like Commerce, Economics, Urdu, English, Chemistry, and Botany as well as NSS, and Students Development organize webinars, seminars, workshops, and guest lectures that are open to all students.</p> <p>So activities in the college are multidisciplinary in nature.</p>	
16. Academic bank of credits (ABC):	

The principal of our college has attended a webinar organized by SPPU, Pune regarding ABC. As per the guidelines of SPPU, the ABC account of every student is created. We adopt the ABC approach as per the guidelines of SPPU.

Besides this, in B. Voc we follow the ABC system. when completing six months course, the certificate is awarded.

When a student completed one year course, a diploma certificate is awarded.

When a student completed two years course, an advanced diploma certificate is awarded.

when the student completed three years course, B. Voc degree certificate is awarded.

This means students may enter and exit at their convenience.

17.Skill development:

Keeping in view the new education policy which focused on skill development, the college has conducted certificate courses like GST, E-Banking, Spoken English, Urdu Journalism, Food preservation, and Control & Prevention of respiratory viruses including COVID-19

Our college also organizes soft skill development programs on personality development communication skills, interview techniques, CV writing, and SWOC analysis.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

The institution has promoted Indian Language culture by conducting the following activities.

1) Marathi Bhasha Sanwardhan Pandharwada

2) Marathi Bhasha Gaurav Din

3) Hindi Divas

4) International Urdu Day

5)MOU's Mohibban urdu every month a program is conducted where

poetry criticism is analyzed.

6) College purchases the daily newspapers in Marathi, Hindi, Urdu, and English language and makes them available in the library so that students can take them easily and read them in the reading hall.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

The Institution follows outcome-based education through various measures

1) Continuous Internal Evaluation

2) Question Answer, Oral Test,

3) Conducting Field Visit

4) Internship Programme

5) Extension activities

6) Guest Lectures

7) English Remedial Classes

20.Distance education/online education:

Since COVID-19 online education has become a part of teaching. For that, our faculties conducted remedial classes through online mode on Zoom & Google Meet.

The college started its own youtube channel where our faculties uploaded prerecorded video lectures. So students may listen as per their flexible time. The aim was that there should be no education loss for students. We also conducted webinars, seminars, competitive exam guidance programs, and bridge courses and uploaded these on the college youtube channel.

At the same time faculties shared syllabi, complete notes, and MCQ question banks on google classroom. We also conducted MCQ test on google classroom for internal evaluation.

Our college has created WhatsApp group of every class where all the circulars, notices, timetables, and exam updates are shared. It has increased the presence of students in all programs.

Extended Profile

1.Programme	
1.1	306
Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1078
Number of students during the year	
File Description	Documents
Institutional Data in Prescribed Format	View File
2.2	827
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	321
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	36
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	36

Number of sanctioned posts during the year	
File Description	Documents
Data Template	View File
4.Institution	
4.1 Total number of Classrooms and Seminar halls	22
4.2 Total expenditure excluding salary during the year (INR in lakhs)	56.81
4.3 Total number of computers on campus for academic purposes	56
Part B	
CURRICULAR ASPECTS	
1.1 - Curricular Planning and Implementation	
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process	
<p>The College is affiliated to SPPU and strictly follows the university curriculum in which Choice based Credit System Pattern is started since June 2019. At the beginning of the A. Y. 2021-22 there was the third wave of COVID-19. During the pandemic, our institution adopted online teaching in the critical situation. Our College already created class-wise Whatsapp groups of students and create an online timetable with Google meet links. All the lectures were punctually conducted and students were motivated for studies. Faculties uploaded e-resources like notes, multiple choice question banks and other materials related to curriculum in Google class room for the students. College started its own YouTube channel; faculties recorded videos of their respective subjects and up loaded in college YouTube channel, etc. Students are being given practical insight of the curriculum that helps them to develop their higher order cognitive skills, such as critical analysis, problem solving, evaluation and synthesis. The effective delivery of the curriculum includes a wide variety of enhancing teaching learning.</p>	

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college follows the evaluation mechanism of the affiliated university. The examination pattern and details of the examination are mentioned in Academic Calendar. Students are informed through notices on notice boards and on Whatsapp groups.

Departments followed different online evaluation outcomes throughout the semester as an indicator of student performance.

All the internal evaluation is conducted in Google Classroom. Practical project work for 20 marks was given to B. Com students and oral exams were conducted.

The Department of Physical Education conducted exams of Physical Education in Google Classroom for all courses of First Year students.

Online practical guidelines were given to commerce and science faculty students and practical exams were conducted by the faculties.

Project work and exams were conducted for all faculties' second-year students' environmental awareness program courses.

The pattern and schedule of continuous internal evaluation and project guidance of PG (M. Com) were given to students through Whatsapp groups. Internal exams were conducted in Google Classroom.

The examination committee monitors overall internal assessment. Thus, the institution adheres to Academic Calendar for CIE.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	B. Any 3 of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Details of participation of teachers in various bodies/activities provided as a response to the metric</td><td>View File</td></tr> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	Details of participation of teachers in various bodies/activities provided as a response to the metric	View File	Any additional information	No File Uploaded			
File Description	Documents								
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File								
Any additional information	No File Uploaded								
1.2 - Academic Flexibility									
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented									
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented									
7									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>No File Uploaded</td></tr> <tr> <td>Minutes of relevant Academic Council/ BOS meetings</td><td>No File Uploaded</td></tr> <tr> <td>Institutional data in prescribed format (Data Template)</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	No File Uploaded	Minutes of relevant Academic Council/ BOS meetings	No File Uploaded	Institutional data in prescribed format (Data Template)	View File	
File Description	Documents								
Any additional information	No File Uploaded								
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded								
Institutional data in prescribed format (Data Template)	View File								
1.2.2 - Number of Add on /Certificate programs offered during the year									
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)									
00									

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

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File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The Savitribai Phule Pune University has a well-designed curriculum for undergraduate as well as post-graduate courses where professional ethics, gender, human values, environment, and sustainability are covered which helps in learning and developing among students like; Indian Constitution and human values are covered in subjects under political science, while environmental awareness course is compulsory for undergraduate students during the second year of their studies. While studying languages like English, Urdu, Hindi, and Marathi students learn human values, gender sensitization, and equality in the college. Subjects like Business Ethics and Professional Values are taught as a special subject in M.Com to the students. (File attached). Furthermore, the Institution has been walking the extra mile to integrate cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values, and Professional Ethics during the implementation of the Curriculum. For this purpose, the college has undertaken the following activities.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

6

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

521

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students

B. Any 3 of the above

Teachers Employers Alumni	
File Description	Documents
URL for stakeholder feedback report	https://gdabcollege.in/pdf/feedback/at21-22.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	
A. Feedback collected, analyzed and action taken and feedback available on website	
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://gdabcollege.in/pdf/feedback/at21-22.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of students admitted during the year	
1078	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)	
2.1.2.1 - Number of actual students admitted from the reserved categories during the year	

339

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The Institution assesses the learning levels of the students during admissions. The class-wise admission committee observe students' academic and economic background through their results and questions about their family background, financial position, parents' profession etc. Generally, students are from weaker sections. After admission, a list of the slow learner and advanced learners is prepared for remedial classes. Department of Commerce, Economics, English, Chemistry and Botany conducted remedial classes. The respective department designed the syllabus and accordingly, classes were conducted. As most of the students are from vernacular backgrounds, the English language is the main problem so our Focus was also given towards the development of reading and writing skills. Bridge courses, Spoken English classes and Soft skill development programmes were arranged for these students. Similarly, students are identified as advanced learners, and the college organized special programmes for advanced learners, e.g. webinars on various topics, special guidance to CA foundation students, certificate courses, students' presentations, special coaching to NET/SET aspirants, guidance programme on competitive exam, career kata guidance programme.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1078	36

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

The college conducted a variety of experiential learning, participative learning, and problem-solving methodologies such as group discussions, students presentation, quiz competitions, essay writing competitions, one-minute talk-show, competitions on innovative business ideas, newspaper cutting project competitions, logo competitions on social media, field visits practical, projects, webinars, seminars, NSS, etc these methodologies are used for enhancing learning experiences.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Teachers use ICT tools like; Desktop, Laptop, Projector, Printer, Scanner, Pen drives, Microphones, high-speed Internet connectivity, WiFi, etc. Moreover, N- list of inflibnet and computer labs are available in the college. Due to the Covid-19 pandemic, all the teaching-learning process was ICT enabled. The College conducted online classes on Google Meet. Class-wise Students Whatsapp groups, Google Classroom for LMS & Students' internal & Practical exams were conducted through these platforms. The college started its own Youtube channel titled 'City Senior College'. Faculties prepare syllabus-based videos and upload them on the college YouTube channel. Faculties conducted webinars, and general meetings related to academic activities through online meeting platforms such as Zoom, and Google Meet.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	No File Uploaded

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

29

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	View File
Mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

36

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

5

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

36

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The academic calendar is prepared for conducting all internal examination processes. The record of attendance of each student is maintained in theory and practical sessions with their signatures. But due to Covid-19, all internal assessment has been conducted online. After the pandemic, we made internal assessments through offline as well as online mode. All the Schedules of exams are shared with students on the notice board and WhatsApp group. Internal exams like MCQ Quiz and Test were posted on Google Classroom.

Faculties conducted tests, tutorials, assignments, and oral exams on the college premises. Continuous internal evaluation of students takes place even in online classes through the question-answer method. Transparency is maintained in the evaluation process. Practical projects are given to B.Com students for 20 marks and oral exams are conducted at each semester's end. Practicals of science faculty were conducted regularly. Every department submitted at least two projects of the students on various topics related to the

subject. Before the commencement of the examination, the committee conducts a meeting and displays the exam timetable, rules, and regulations regarding the conduct of the examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The norms for examination-related grievances are followed according to SPPU rules. The mechanism for the redressal of grievances is as follows.

- The committee looks after the following grievances relating to the exam.
- Internal marks of the students.
- Online Exam form filling
- Unfair means
- Subject correction
- Wrong entries in Mark sheets
- Separate examination for sports students
- Separate examination for female students due to pregnancy.
- The above grievances are redressed transparent, time-bound, and efficiently in the following manner.

Re-Test for the students who were absent for genuine reasons.

Internal marks are displayed by individual teachers in the classroom. In case of dissatisfaction, students raise the grievances to the committee, then the concerned subject teacher looks into the matter and analyses the grievance. After the assessment, the teacher provides the photocopy of the answer papers for internal marks verification. The final solution is suggested by the respective committee and they propose a solution for grievance. After acceptance of the solution by the student, the grievance is solved.

Proper guidance is given to the students for filling out Exam forms.

For Unfair means in University examinations, university norms are followed.

A wrong entry in the mark sheet is verified as per records in case

of wrong entries marks sheets are corrected.

A separate file is maintained for grievance applications.

After getting any grievance, a meeting is called and the grievance is redressed, if it is possible the grievance is solved immediately.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The College offers Undergraduate programmes for the Faculties of Arts, Commerce, Science and, B.Voc. (Taxation and Audit) & Post Graduate programme in Commerce. The College regularly aspires to attain specific objectives through the teaching-learning process, co-curricular activities and extra-curricular activities. The syllabus of each course provides clear information about the Programme outcomes and course outcomes. Faculties prepare course outcomes of their respective subject. All the course outcomes offered by the college are made aware to students and staff through College Website at the beginning of every academic year. Faculties explain and inform the students about course outcomes in the beginning and at the time of teaching the specific topic of the students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The institution has a mechanism to evaluate program outcomes, program-specific outcomes, and course outcomes through direct and indirect assessment methods. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Program outcomes and course outcomes feedback were also taken as

indirect. On the basis of the past year's results & feedback forms the final evaluation is done. Faculties organize webinars, celebrate special days, and conduct remedial classes and certificate courses. In short, all curricular, co-curricular, and extra-curricular activities are the parameters to measure the attainment of POs, COs, and PSOs.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

270

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://www.gdabcollege.in/pdf/sss/sss202122.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

Nil

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)**3.1.2.1 - Number of teachers recognized as research guides****04**

File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year**3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year****00**

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Innovation & Start-up Cell: The College has established the Innovation & Start-up Cell as per the norms of the Center for Innovation, Incubation & Linkages at Savitribai Phule Pune University. The Cell has conducted a Competition on Business Ideas, Webinar on Entrepreneurial Skill Development for Start-ups and Innovators.

Research Activity: The College has formulated ARC, and the committee motivates the faculties for publication in UGC care-listed and peer-reviewed journals and major and minor research projects. Faculties applied minor research projects under ICSSR.

Publication: Faculties published research papers on current issues in various UGC care-listed journals, Peer Reviewed Journals and Chapters in the book.

YouTube Channel: The College started its own YouTube channel and more than 800+ videos of various are prepared and uploaded for the student community.

N-List of Infleebnet: The College has subscribed N-List of Infleebnet and registered students so that they can take advantage of eBooks and journals.

Certificate Courses: The College conducted certificate courses to get expertise in students' fields of interest.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

03

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	No File Uploaded

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

08

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

02

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The College inherently has been working toward its visionary goal of 'Bahujan hentai Bahujan Sukhae' since its establishment. The power loom sector of Malegaon is an informal economy where workers have no social security and other benefits and earn their wages on a weekly basis.

The college tries to create harmony among the people by conducting and contributing to social activities like awareness of gender issues, precaution and remedies for disease, the importance of education

NSS unit and BSD conducted various Programmes like tree plantation, Cyber Security, safety awareness, and Blood Donation

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year

00

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year (Data Template)	View File
e-copy of the award letters	No File Uploaded

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.4.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

05

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

485

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year**3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year**

00

File Description	Documents
e-copies of related Document	No File Uploaded
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year**3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year**

00

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The College offers 4UG, 1 PG program, 1 Diploma, and certificate courses. The Management has provided adequate facilities for the teaching and learning process. At the same time, it provides a separate budget for the maintenance of the existing infrastructure facilities. They are as follows: .

College comprising two campuses; Main building and New building .

Classrooms:There are 22 fully-furnished classrooms, well-ventilated for conducting theory classes, including four seminar halls.

The college has 05 science laboratories and two computer labs to carry out the academic experiments prescribed by SPPU.

Computers:57 computers in the College are connected and equipped with a high-speed wifi facility. 04 Scanners, 10 Printers, and 04 Xerox machines for various paper works.

Software:The College has licensed software like Vridhdhi, Tally, etc.

ICT Hall:There are 04 LCD Projectors with speakers and sound systems for ICT-based teaching.

CCTV:Web Camera and CCTV cameras facility available on college premises.

Principal cabin:Principal cabin and administrative office are digitally furnished, along with cupboards, racks, etc.

College Library:The College Library has sufficient textbooks, reference books, journals, eBooks, e-journals, and newspapers, and we also provide an N List facility for all the students and teachers.

The separate Examination room, IQAC room, NSS room, ladies' common room, Seminar hall, B.Voc Department, and two Computer labs are in a good position.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has been providing excellent support and coaching facilities by the Physical Director for indoor and outdoor games. Students could not come into direct contact during the first wave of

the pandemic. However, after the pandemic, our students also used the college gymnasium. For cultural activities, we have four seminar halls on our two campuses. The college tries to utilize its campus at its optimum level for conducting sports and cultural events.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

7

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

23.63

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Name of ILMS software: Vridddhi .

Nature of automation: Partially. **Version:** 2.0 .

Year of Automation: 2008

The library has 22318 books and one lakh+ ebooks for students and staff.

It also has 13 journals, 6000+ journals, and magazines & newspapers to cater to the needs of the staff and students.

Our library has subscribed to N-List and provided N-List facilities to students and teachers.

With this facility, they can search for any book or journal registered on the N-List software.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

A. Any 4 or more of the above

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0.28

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****27**

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The College has established adequate IT facilities on the campus. The College has two computer labs. Every department is furnished with a necessary number of computers, Wi-Fi and internet facilities, and necessary software. As per the demand of IQAC, a new computer lab has been constructed for students. Faculties conduct internet-based classes and prepare PPTs. The library provides an N-List facility for students and faculties. Upgradation depends on changes in syllabi, new practical prescribed, and as PCs and software become outdated. The advancement of IT facilities is a continuous process. The College has developed a reading room and computer room for students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers**56**

File Description	Documents
Upload any additional information	No File Uploaded
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure**4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)****4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)****3.58**

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The University fixes the fee structure for the various programs the College offers. The College collects the same and remits the same to the respective authority. The designated Committees coordinate and monitor the efficient use of financial resources. The various

infrastructural requirements for classrooms, computer labs, and equipment for innovative teaching, library, and other requirements are forwarded to the management. The purchases are according to the quotations and the budget allocated to them. The head accountant and the office regulate the payment procedures. Physical verification of all infrastructure is carried out to record the functional and nonfunctional equipment and tools in the deadstock register. The technician attended to and repaired minor faults whenever necessary. The College ensures optimum utilization of the available financial resources. Internal and external auditors audited the expenditure incurred during the year.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefitted by scholarships and free ships provided by the Government during the year

328

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefitted by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

50

File Description	Documents
Any additional information	No File Uploaded
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

At the beginning of the term, the NAAC coordinator in consultation with the Principal forms various committees.

IQAC: As per the AQAR guidelines one student representative is a member of IQAC which vigorously participate in meetings and programs.

Examination Committee: In the Examination Committee a girl and boy student representative takes an active part in the meetings.

NSS: NSS unit used to have one male and female representative.

Women Cell: Female student representative takes active participation in all the activities of Women Cell. For the safety and security of girl students if any unease has been observed she gives details to the committee chairman.

Magazine Committee: Of the students, one male and one female student have been selected for the collection and arrangement of articles from the students for publication.

Moreover, Discipline Committee, Academic Research Committee, Alumni Association, Parent-Teacher Association, Skill Development Committee, Competitive Exam Cell, and Student Development Committee have student representatives who cooperate and coordinate organizing activities of the respective committees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The College has established Alumni Association. The association had been running unregistered till 2017 and it is registered dated 25/04/2018. Every year Alumni meeting is conducted by all departments. In the meeting, achievements, progress, and plans are shared and discussed with the alumni. Guest lectures of alumni are arranged by the departments for additional knowledge, motivation, and guidance for the present students. Alumni are asked to provide feedback every year, which is taken into consideration while preparing future plans. The association helps in holding interactive sessions to motivate current students about their career guidance and employability. Alumni contribute financial assistance. The alumni are advised to be in touch with the College and its activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The very motto of our Management is "Bahujan hitay Bahujan Sukhay". (Prosperity to Everyone Wellness to Everyone)

The College follows the same vision.

Vision: Bahujan hitay Bahujan Sukhay. (Prosperity to Everyone Wellness to Everyone)

Mission: Overall personality development through value-based and skill-based education which enhances employability.

As far as the nature of governance is concerned, our management is an independent body. The management works along with the CDC, the Principal, and the IQAC. The management has appointed Deans for all programs and a Board of studies for every course. The management, through Deans and chairmen of the Board of Studies designs and implements its policies and plans. They inform about the execution of all policies. The IQAC controls and monitors the execution of the policies through meetings however the management plays a vital role in monitoring and sustaining quality.

At the beginning of the term Principal with consultation the NAAC coordinator formulates the various committees. IQAC prepares an action plan and guides the committee heads to formulate their yearly academic plan and on the basis of the plan, an academic calendar is

prepared.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

The management of our college believes in decentralization and participative values. Decentralization involves the distribution of decision-making power into the hands of multiple processes. All the powers are not monopolized by the Principal. Decentralization and participative management are practiced by constituting college-level committees and assigning work to faculties. Faculty members are given representation in various committees/Cells. The important committees are Admission Committee, IQAC, Academic Calendar Committee, Time-able Committee, Examination Committee, Women Development Cell, Student Grievances Cell, Career Guidance and Competitive Exam and Career Counseling Cell, Magazine Committee, Scholarship Committee, Alumni, NSS Committee, Library Committee, etc. Each committee is headed by a coordinator and a few members under the chairmanship of the principal. The Principal supervises various activities of the college. Frequent meetings and interactive sessions are conducted with non-teaching staff along with Laboratory Assistants and librarians. Thus decentralization is reflected in all academic activities.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is located in a rural area Majority of our students are from a backward class and they face financial problems most of them are responsible to earn bread and butter for the family. They earn and learn simultaneously and sometimes they miss classes therefore College has a YouTube channel. This will help the students to see

their missing lectures any time and there will be no educational loss of the students. Currently, there were 800 + videos uploaded on the YouTube channel.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Mahatma Gandhi Vidyamandir

Local Managing Committee/ (CDC)

MGV's Board of Studies of every course

Principal

Vice Principal,

NAAC coordinator,

IQAC

Academic Head,

HODs of Various Department,

Other Staff Faculty Members

Office Superintendent (OS),

Sr. & Jr. Clerk

Other nonteaching staff

Details of various Committees of the College

Academic Research Committee

Admission Committee

Examination Committee

Library Committee

NSS Committee

Vishaka Committee

Magazine Committee

Magazine Committee

Students Development Cell

Competitive Exam and Career Counseling Cell

Student and Women Grievances Cell

Skill Development and Placement Cell

Service rules are mentioned in the appointment letter given to the staff at the time of recruitment.

The rules regarding leaves, duties, promotions, resignation, termination, code of conduct, etc. are as per the UGC rules and regulations and Savitribai Phule Pune University rules.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user inter faces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Welfare Schemes for Teaching Staff:

1) Provident Fund

2) Casual Leave

3) Earned Leave

4) Medical Leave

5) Maternity Leave

6) NOC for a long-term loan

7) Medical benefits in case of illness and/or accident Welfare Schemes for Non-Teaching Staff:

1) Provident Fund

2) Casual Leave

3) Earned Leave

4) Medical Leave

5) Maternity Leave

6) NOC for long-term loan

7) Medical benefits in case of illness and/or accident Welfare

Schemes for Students:

1. All-important circulars are shared in whats app group of students.
2. Installment fee payment facility.
3. Scholarship schemes of the government are effectively implemented.
4. Earn-while-Learn scheme
5. Remedial classes
6. Career guidance and competitive exam coaching.
7. Women's grievances and Redressal cell
8. Vishaka Committee
9. Computerized notes for students
10. Students' Insurance
11. Total educational expenditure of one student is borne by Apoorva Dattak Yojna.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year
6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

00

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

00

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The performance of the teaching staff is measured against factors like;

1. Self-Appraisal Report

2. Use of ICT tools and Timely completion of syllabus

3. Daily and weekly dairy reports

4. Punctuality, problem-solving, mentoring.

5. Attainment of higher qualifications

6. Participation in curricular, co-curricular & extracurricular activities

7. Teamwork, leadership, and initiatives.

8. Research publication, seminar/webinar, FDP, RC/OC attended. The performance of the non-teaching staff is measured against factors like;

1. Efficiency

2. Punctuality

3. Discipline

4. Honesty

5. Dependability**6. Integrity****7. Reliability****8. Technical skill enhancement**

The college in addition to the existing performance appraisal system has also established 360 Degree feedback for all its employees.

Weekly reports of all college activities are sent to management. The management reviews the Performance Appraisal Reports and discusses them during the meetings for further improvement. Accordingly, suggestions and improvements are made.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The audit is an integral part of the institution. In this context, the college takes care of timely audits. The College accounts are audited in two ways.

internal audit and external audit.

(i) Internal Audit:

Internal Audit is conducted by Chartered Accountant appointed by the management. After verifying the books of accounts of the College, no objection is pointed out by the internal auditor. The auditor certifies the financial statements and issues auditors' reports.

(ii) External Audit:

a) External Audit is conducted by the Joint Director Higher Education, Pune Region, Pune,

b) External Audit by the Account Officer, Higher Education Department, Pune Region, Pune

c) External audit by the office of the Principal Accountant General (Audit-I) Maharashtra, Mumbai

d) External Audit by the Respective Funding Agencies (like UGC/BCUD/DST/SPPU).

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Resource Mobilization Policy

Objective:

The Institution has a transparent and well-planned financial management system in which Government and Management are the main sources of funds. The Resource mobilization policy focuses on achieving the goals and targets of the institution ensuring accountability and transparency.

Trustees and administrative officers coordinate and monitor the

optimal utilization of the funds for the promotion of a learner-centric ecosystem. Scope of policy: The Resources Mobilization Policy encompasses the following

1. Resource mobilization
2. Planning Infrastructural requirements
3. Optimum use of available resources
4. Budgets: Revenue and Capital for planning.

1. Resource mobilization:

The main source of resources is Tuition Fee, Scholarship, funds contributed by Management, and external financing. On the basis of admission, and fee sanctioned by University, projections for available resources is made. The Financial Resources of the institution are -

1. Tuition fee
2. Government funds
3. Grants from individuals, philanthropists
4. College Development Fund
5. Alumni Contribution

Tuition fees and management contributions were sources for infrastructure development. External financing is also sought where it is absolutely necessary.

2. Planning Infrastructural requirements:-

The yearly and three-year plan is made for infrastructure. Requirements for plant and machinery, building, and equipment are assessed. Fund requirements for the same are assessed for a plan for resource mobilization.

3. Optimum use of available resources:-

To ensure that funds are unlisted carefully strict monitoring of purchase expense is made. The purchase system is established where

requirements received from the department were

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Internal Quality Assurance Cell (IQAC) has been actively functioning in our college. The college entrusted the responsibility of planning, monitoring and executing different activities to the IQAC for quality assurance and quality sustenance focusing to achieve the vision and mission of the college.

IQAC has contributed significantly to institutionalizing quality assurance strategies and Designing and Implementing Action Plans/Annual Plans for quality enhancement.

Reviewing the existing programmes and introducing new programmes relevant to the present educational scenario.

Introducing faculty development programmes on the effective use of ICT tools for enhancing the teaching-learning process.

IQAC has taken the initiative for starting an educational YouTube channel of the college.

Motivated faculties to prepare videos and upload the same on the college YouTube channel.

Faculty Development Programmes like; online teaching tools and techniques, browsing online Libraries, Yoga training, and the Role of Non-teaching staff in NAAC accreditation.

Promotion of Research culture in the college.

Organization of webinars on various topics. Arrange for feedback responses from students, parents and alumni.

Timely completion and submission of AQAR of the respective year.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The effective teaching-learning procedure is the biggest strength of the educational institution. It plays a major role in quality assurance.

The College has several mechanisms for evaluating the teaching-learning process.

After accreditation in the second cycle, IQAC introduced reforms in the teaching-learning process. Value-added courses for students initiated: Since 2017-18 value added courses have been started with the following objectives:

- 1) To provide an understanding of the expectations of the industry.
- 2) To enhance the employability of the students.
- 3) To bridge the industry requirement gap and to supply an industry-ready workforce from the College.
- 4) To provide an opportunity to develop interdisciplinary skills.

The names of the courses are Certificate Course in E-banking, Certificate Course in Chemical Laboratory Safety, Certificate Course in GST, Certificate Course in Urdu Journalism, Certificate Course in Spoken English, Certificate Course in Food Preservation, Application of Nano Technology in Food, Control, and prevention of Respiratory Virus Including Covid -19, Bridge Course, etc.

E-Content Development for students initiated: IQAC motivated faculties to prepare notes, question banks and upload the same in Google Classroom.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

There is coeducation in the college but special care is taken for the safety, security, and educational development of female students. Equal opportunity is given to female students in curricular, co-curricular, and extra-curricular activities.

Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security: For safety and security CCTV cameras are fixed in the college premises. There is a continuous round of Vice Principal for the safety and security of girls.

2. Counseling: At the beginning of the term a meeting of all girls is conducted in which rules and regulations for female students are communicated. It was ensured that the safety and security of girls are important for the college.

3. Common Room: A ladies' common room is available with a toilet, wash basin, mirror, and sitting arrangement. Female staff and female workers continuously keep watch on girls.

4. Committee Formation: For safety and security different committees are framed namely Women Grievances Cell, Vishaka Committee. These committees conduct programs with themes like Beti Bachao, Beti Padha, Zero Tolerance Day, International Women's Day, Women and Lawat work Place, Essay writing competitions, and Slogan, and Poster competitions. The sole aim of these activities is to make the minds of students for gender equity.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid waste management Liquid waste management, Biomedical waste

management E-waste management Waste recycling system Hazardous chemicals, and radioactive waste management

Solid waste management: Separate bins are kept on all floors and departments. All the solid waste is collected in Garbage Bin in the college. Students are asked to dispose of waste only in the designated bins. The use of plastic is not allowed on college campuses. Everyday Municipal Corporation Garbage vehicle collects the solid waste of the college.

Liquid waste management: The major source of liquid waste is toilets and laboratories. All these waste materials are systematically drawn to septic tanks and main drainage.

E-waste management: The e-waste arising from various departments including computer monitors, printers, and other peripherals is given to primary schools while junk scrap is sold to scrap dealers. Refilling of toner and cartridges of printers and maintaining IT infrastructure is made by an appointed technician who makes reuse of toners and reduces the rate of e-waste generation.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

C. Any 2 of the above

Provision for enquiry and information :
Human assistance, reader, scribe, soft copies of
reading material, screen reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Following the broad vision of the institution, Bahujaan Hitaya-Bahujaan Sukay' the college and the management believe in secularism and an inclusive environment.

The college provides an inclusive classroom for the students where we feel comfortable with each other. The environment is supportive of better academic and nonacademic development regardless of regional, linguistic, and or religious identity.

In order to create harmony, at the beginning of the academic year faculties conduct sessions for the new students. The faculties get to know students, ask what their goals are, encourages guidance, and invite them to contribute their hopes and learning goals for the course.

Career guidance lectures are conducted. Even though the college is located in a minority-dense populated area, the college proposes a very friendly environment for the students belonging to the minority community.

The student ratio of minority to majority reflects the communal harmonious environment of the college. The complete or integral development of an individual is attained through academic excellence and professional competence with personal, interpersonal, and social skills.

The overall development of students involves our participation in our national dreams and aspiration, and our dedication to promote national integration and communal harmony in keeping with the secular nature of the country.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The College gives high values and promotes the values of the Constitution in various ways. First-year students study 'An Introduction of Indian Constitution' paper in which they study the preamble, fundamental rights, and directive principles of state policy, respect of fundamental duties, and respect Supreme Court of India to make the independent judiciary.

In collaboration with Municipal Corporation, to make Indian democracy more active and healthy, the College drive voter awareness, through a registration campaign where a faculty member is designated a nodal officer.

At the same time, all courses of first-year students study a skill development course namely 'Democracy Election and Governs' in which they study in detail the constitution and its respect and rights, duties and responsibilities of citizens.

In addition, the college celebrates various national days like Constitution Day, Voters' Awareness Day, Anti-Terrorism Day, and Martyrs' Day, Independence Day, Republic Day.

On all commemorative days, students are sensitized about rights, duties, and responsibilities. In this way, a concrete effort is made to sensitize the students about constitutional obligations.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	Nil
Any other relevant information	Nil

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The institution celebrates national and international commemorative days every year. As per the commemorative day, a program is conducted to explain its importance. This year the commemorative days were celebrated online and offline given as under:

National Girls' Child Day:(24/01/2022)

National Voters Day (25/01/2022)

Republic Day (26/01/2022)

World Cancer Day (03/02/2023)

University Foundation Day (10/02/2022)

Marathi Bhasha Gaurav Din (27/02/2022)

International Womens Day(08/03/2022)

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	No File Uploaded
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

I - Best Practices

1. Title

Youtube Channel - City Senior College, Malegaon

2. Objectives

all the faculty members shared their video lectures explaining the whole syllabus with MCQ-based video lectures.

3. The Context

The college decided to engage students and teachers to avoid any depression and continue their studies.

4. The Practice

During the pandemic, there was no offline college and hence it was a need for time to provide online videos.

5. Evidence of Success

The total strength of the college is 1170 only. But in a very short time, more than 7000 students subscribed to the channel, and videos have been viewed by them.

6. Problems Encountered and Resources Required

It was difficult for teachers to record quality video lectures as they do not have ICT support in their homes. So the faculty members use the resources available in the college to record video lectures for the students.

7. Notes

Institutes can exchange their lectures on the same topics recorded by different faculty members.

II - Best Practices

Google Classroom

Objectives

To engage students with their studies more actively even after College hours.

To assess students' performance through online tests and tutorials posted in Google Forms.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

All the policies starting from admission to the alumni association policy reflect the broad vision of the institute. The teaching-

learning process in the College is very strong. The College has been offering certificate courses, one diploma, three undergraduate and one postgraduate programs. These programs are taught by experienced and expert teachers. Five teachers have Ph.D. qualifications.

Faculties have published papers in journals approved by UGC and in other journals and presented papers at national, International level seminars and webinars.

Three faculties have received awards.

All the teachers make use of ICT tools in their teaching.

The overall development of students is achieved by facilitating their participation in various activities - academic, social service, leadership, cultural, etc.

Students provided exposure to advanced learning through research projects. They also attended the webinars organized by the College.

Students are also encouraged to take part in competitions organized by the College. The focus of the activities undertaken by the units of the College under IQAC such as NSS, Students Development Cell, Vishaka Committee, as well as by the departments is to raise the abilities of the students to play a proactive role in their community.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

The college proposes the following future plan

1. Initiatives for implementation of National Education Policy.
- 2.. Introduction of Add-On Courses focusing on employability enhancement.
3. Establishment of Ph.D. Research Centre in Commerce.