

Mahatma Gandhi Vidyamandir's
MAHARAJA SAYAJIRAO GAEKWAD
ARTS, SCIENCE AND COMMERCE COLLEGE
Loknete Vyankatraoji Hiray Marg, Malegaon Camp, Dist.-Nashik,
Pin: 423 105, (Maharashtra State)
(Affiliated to Savitribai Phule Pune University, Pune)

The Annual Quality Assurance Report (AQAR) of the IQAC

Submitted to:

National Assessment and Accreditation Council (NAAC)

2/4, Dr. Rajkumar Road, P.O. Box No.1075,
Rajajinagar, Bangalore- 560 010 India

2015- 2016

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID (For ex. MHCOGN 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:

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B++	81.50	2003	2008
2	2 nd Cycle	B	2.87	2014	5 years

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)

1) AQAR 2014-15 Submitted to NAAC on 6th Oct-2015

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

2.7. No. of Employers/ Industrialists

2.8. No. of other External Experts

2.9. Total No. of members

2.10. No. of IQAC meetings held

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

- The Emerging Trends and Issues in Research and Developments
- Water Resource Management.

2.14. Significant Activities and Contributions made by IQAC

- IQAC meetings were organized quarterly during the academic year 2015-2016.
- Weekly Meetings of Heads of the Department were organized
- Orientation sessions were conducted for the faculty
- Capacity building programmes were regularly conducted for teaching, non-teaching staff and students
- Conducted lectures under Quality Improvement Programme offered by the University.
- Soft Skill Programme for **10**-days were organized in each semester for the students
- Literacy Association: Guest lectures and programmes were organized by Department of Marathi and English.
- Under the banner of Social Welfare Development, **4**-schemes were undertaken:
 - (i) Earn while learn scheme
 - (ii) Special guidance scheme
 - (iii) Organized Coaching Classes for entry in Civil Services, NET/SET and Remedial Coaching for SC/ST/ OBC and Minority Community students
- Field visits/Industrial visits have also been organised by the Departments of Science and Commerce
- **30**-Candidates have been selected for various jobs under Career Guidance and Placement Cell
- Organized alumni meet. Celebrated Jagtik Marathi Din by Alumni and organized various competitions.
- Decision was taken to enrol new alumni members and plan of action was designed for the next year.
- Organized Stat. Quiz competition in collaboration with S. P. Pune University, 02 students were awarded 1st prize
- Two Gold Medal is awarded to Miss Ashwini Rajendra Jain (T.Y.B.Com, Student) in "**Advanced Accounting**" by the Pune University in March/ April 2016 for subject topper
- Organized state level debat competition in 05 languages (Urdu, Marathi, English, Hindi, *Ahirani*)

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

Provide the details of the action taken

The proposed AQAR has been discussed in the meeting and approved.
The management suggested

- Use of ICT in teaching and learning be increased
- More faculty should apply for Major and Minor Research Projects to UGC/BCUD
- More faculty should apply for Research publications in International and National journals
-

Criterion – II

2. Teaching, Learning and Evaluation

2.1. Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
87	51	36	00	--

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

42

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
--	17	--	--	--	--	--	--	00	17

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

00	01	20
----	----	----

2.5. Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	68	47	45
Presented papers	65	46	25
Resource Persons	01	03	09

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

<ul style="list-style-type: none"> ➤ Demonstration using models and field visits ➤ Experiential learning to reinforce the fundamentals of the subject ➤ Simulations ➤ Power point presentation ➤ Projects, Seminar/oral for the students ➤ E-learning resources such as Audio and Video Lectures and PPTs, Web resources, Screen based movies ➤ Activity Based Teaching Learning

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

186

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

- | |
|---|
| <ul style="list-style-type: none"> • Bar Coding, Photocopy, Moderation, and MCQ for internal assessment examination. • For PG programmes seminars, tutorials, group discussions and projects etc. |
|---|

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

--

10

--

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
Faculty Members	87	34	00	20
Technical Staff/Support Staff	65	23	00	00

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	01	01	--	00	--
Sponsoring agencies	BCUD, S. P. Pune University	BCUD, S. P. Pune University	--	----	--

3.12. No. of faculty served as experts, chairpersons or resource persons: **13**

3.13. No. of collaborations International National Any other

3.14. No. of linkages created during this year

3.15. Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16. No. of patents received this year

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

- Construction of sanitation and drainage system in village area.
- Cleaning of ancient well at **Dhawli** village
- Organized lectures series, workshops /seminars on various topics.
- Animal checking camp
- Organized various competitions like '**Rangoli**', 'Smart mother in Law' and 'Smart Daughter in Law' for villagers.
- Conducted Mehndi competition, Cooking competition and General Knowledge Competition for volunteers at Zone level
- Organized cultural activities like songs, dance, street shows, one act play, Group Act play , group dance and poster presentation competition for volunteers at Intercollegiate level

4.4 Technology up-gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Depart-ments	Others
Existing	155	03	2 mbps Broad Band lease line provided on 105 computers from ISP Airtel	00	00	02	19	Library and Examination Departments are fully computerised.
Added	00	00	00	00	00	00	00	00
Total	155	03	105	00	00	02	19	00

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

- Internet connectivity is provided to almost all departments and other administrative and support facilities in the college campus
- Networking programme for the students

4.6. Amount spent on maintenance in lakhs:

i) ICT	1.55151
ii) Campus Infrastructure and facilities	0.86112
iii) Equipment	5.88895
iv) Others	0.95010
Total:	9.25168

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

- The college has established coaching centre for entry in services (Competitive Exam Cell) and guidance to the interested students appearing for the MPSC, UPSC, Banking services and other competitive exams
- The college has conducted coaching classes for NET/SET students

No. of students beneficiaries 50

5.5. No. of students qualified in these examinations

NET	06	SET/SLET	01	GATE	00	CAT	00
IAS/IPS etc	00	State PSC	--	UPSC	00	Others	00

5.6. Details of student counselling and career guidance

- The college provides counselling and career guidance through Placement Cell and Competitive Exam. Centre
- Guest lectures and seminars for career counselling
- Efforts made by teachers at departmental level

No. of students benefited 20

5.7. Details of campus placement

Number of Organizations Visited	<i>On Campus</i>		<i>Off Campus</i>
	Number of Students Participated	Number of Students Placed	Number of Students Placed
04	500	24	06

5.8. Details of gender sensitization programmes

- The college has established the Women Grievance Redressal Cell /Sexual Harassment Redressal Cell which includes the senior college teachers' along with students and non-teaching staff.
- The chairman made the students aware of their duties and responsibilities towards the college.
- Principal guided the students about their rights & duties in college campus and told them to get in touch with the Principal without any hesitation through the complaint/suggestion box.
- The cell celebrated "**International Women's Day**" on 8th March 2016. The chief guest Advocate Jyoti Bhonsale delivered a lecture on '*laws for women*' and various legal issues and matters

Criterion – VI

6. Governance, Leadership and Management

6.1. State the Vision and Mission of the institution

The Sanskrit slogan “*Bahujan Hitay, Bahujan Sukhay*” is the motto of our institution for the welfare of masses and for their wellbeing

VISION:

- To endeavour to work towards the promotion of world-class education in values that concern life as our main concern. To be in harmony with our students’ aspirations and to inculcate competitive spirit among students with a global vision to meet the challenges of modern world.

MISSION:

- To bridge the gap between the rural and urban youth.
- To introduce employability skills.
- To arrange self-introductory motivating programmes.
- To impart ICT training.
- To make use of available resources at optimum level.
- To seek help from higher authority for better facilities/infrastructure.
- To inculcate social, moral, human and national values.

6.2. Does the Institution has a management Information System

Yes, Vriddhi Software has installed for student and administrative database.

- On-line admission process
- The administration and library is automated and upgraded
- The finance is managed by Tally software

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

6.3.1. Curriculum Development

- Faculty members were involved in curriculum restructuring and/or revision of syllabus as member of Board of Studies (BOS)/Faculty members/member of Syllabus framing committee.
- Faculty members have been working on the Board of Editors of the books prescribed for the syllabus
- Value addition in curricula and efforts to go beyond the curriculum
- Feedback from the course-teachers and interaction in the department helped a lot in incorporating current trends in syllabus of various courses.

6.3.2. Teaching and Learning

- Installation of Weather Station
- Preparation of teaching plan
- Blended teaching- learning
- Analysing the real life data
- Practice of Teacher’s Daily Diary
- Use of ‘R’ software for statistical analysis
- Software analysis- Gaussian Software.

6.3.8. Industry Interaction / Collaboration

- Industrial visits and study tours have been organised
- Research centres works in collaboration with:
 - (i) National Chemical Laboratory, Pune.
 - (ii) Department of Electronic Science, S. P. Pune University.
 - (iii) Department of Electronic Science, NMU, Jalgaon.
 - (iv) C-MET, Pune.
 - (v) School of Physical Sciences, NMU, Jalgaon.
 - (vi) Department of Electronic Science, Ferguson College, Pune.
 - (vii) Institute of Pharmacy, Nasik.
 - (viii) Department of Chemistry, NMU, Jalgaon
 - (ix) Department of Chemistry, S. P. Pune University

6.3.9. Admission of Students

- As per the guidelines of State Government and University norms,
- The admission process is online and automated hence it is completely transparent
- Counselling of students to choose appropriate choice/ combination of subjects during admission process

6.4. Welfare schemes for

Teaching	Staff Credit Society
Non teaching	Staff Credit Society
Students	<ul style="list-style-type: none"> • Compulsory Medical Check-up for the first year students. • Free Dental Checking camp organized by the college. • Students Counselling • Felicitation of the students at annual and social programmes • Book Bank Facility available.

6.5. Total corpus fund generated

6.6. Whether annual financial audit has been done Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	S.P. Pune University	Yes	IQAC/Management
Administrative	Yes	AG audit by the Govt	Yes	Management

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.

- Computerization and technological up-gradation enhanced the teaching –learning process
- R software is introduced to analyse the real life data
- Use of Language Lab to increase the communicative ability of the students

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

- The proper execution of Academic Calendar.
- Teaching plans were prepared and implemented by the faculty members.
- The execution of evaluation reforms
- Conducted internal academic audits.
- Rigorous review of the functioning of the various Departments
- Periodical review of the teaching-learning process at the end of each semester
- Feedback from students on curriculum, teaching, learning and evaluation.
- The Orientation programmes/workshops were organized under Literacy Association, Science Association, Commerce Association, Students welfare Dept, and Soft-Skill Development programme.
- Conducted coaching classes for entry in services, Remedial coaching and NET/SET coaching for SC/ST/ OBC and Minority community students.
- International & National conferences were organized.

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

- Annexure-II

7.4. Contribution to environmental awareness/protection

- Introduced a compulsory course, '**Environmental Awareness**' for the second year students
- Save water, save electricity
- Compulsory fieldwork has been undertaken for environmental project at second year students.
- Tree Plantation
- Awareness programmes through NSS and NCC
- Well maintained Botanical garden

7.5. Whether environmental audit was conducted?

Yes

No

Academic Calendar 2015-16

Week / Month	Activity
15 th June	Date of commencement of first term
18 th June	Display of merit list for first year
24 th June	Commencement of F.Y. B.Sc./B.A admissions
25 th June	IQAC meeting
1 st July	Teaching begins for F.Y., S.Y. B.A/B.Sc./B.Com
15 th July	Teaching begins for T.Y. B.Sc. Classes
1-8 July	Invitation of merit form for P.G Classes
10-23 July	Admissions of P.G. Classes
27 th July	Teaching begins for P.G Classes
IV th week of July	IQAC meeting with HOD's
III rd week of August	First Test / tutorial for P.G Classes
IV th week of August	Awareness about credit system of P.G classes
I st week of September	Soft skill development programme
II nd week of September	Second Test / tutorial for P.G Classes
IV th week of September	Seminar / presentations/group discussions of P.G
Ist week of October	Internal credit test of B.Sc.
2 nd week of October	University practical exam for first term B.Sc.
21st October 2015	Conclusion of first term
1 st November to 18 th November	<i>Diwali Vacations</i>
IV th week of November	University examination for UG and PG classes
19th November 2015	Commencement of second term
II rd week of December	P.G classes begins
IV th week of December	IQAC meeting
II nd week of January	Organization of seminar /conference sponsored by BCUD and UGC
IV th week of January	Test for additional credit course/ skill based course
II nd week of February	Internal credit test for B.Sc. classes
III rd week of February	Test / tutorial for P.G classes
IV th week of February	Project submission to concern department of B.Sc
II nd week of march	Practical exams for B.Sc/ B.com classes
III rd week of March	University theory exams
IV th week of March	Second test for additional credit skilled based course of PG
31 st March	IQAC meeting
II nd week of April	Seminar / presentations/group discussions of P.G
30th April	Second term concludes

Best Practices-1

Title: - Coaching Classes for competitive examination of civil services for SC / ST/ OBC & Minority Communities Students.

Goals:- The basic objective of the coaching scheme is to prepare students belonging to SC / ST/ OBC(non-creamy layer) and Minority communities to get gainful employment in Group 'A', 'B' or 'C' Central services, state services or equivalent positions in the private sector.

Context:- The college is situated in rural area which is surrounded by 115 villages. Students do not get exposure to specific training & guidance to face competitive examinations. Most of the students are belonging to the socio-economically weaker section of society. More over the city of Malegaon is dense populated by Muslim minorities. Hence special efforts need to be taken for overall development of the society. Specific provisions are to be made to improve the status of these groups; the college has established Competitive Examination Guidance Centre. In order to prepare students belonging to SC / ST/OBC and Minority communities to get gainful employment in Central and other state services mentioned above, the college is conducting the special coaching classes for entry in services for SC / ST /OBC & Minority students.

Practice: - The regular coaching classes were arranged for guiding the students to prepare them to appear for various competitive examinations like MPSC, UPSC, Banking services etc.

For this coaching,

* 20 teachers of various subjects like History, Geography, Political Science, Mathematics, Economics, Marathi Literature, English Literature, General Science, Mental Ability & experts from private coaching classes were invited for the lectures on every Sunday.

*The college invites eminent persons from various government departments and newly recruited IAS, IPS officers in order to guide and inspire the students.

* It advances communication skill and confidence level of the participants. Several mock tests are exercised twice a month.

* Students are provided previous question papers to solve, which gives students authentic practice.

Evidence and Success:-

So far in this coaching 50 students enrolled as SC (10), ST (02), OBC (25), Minority (03), NT (05) and Open (05). Only one student is selected in Police department.

Problems Encountered and Resources Required: -

- Unavailability of resource person and visiting lecturers on Sunday is the major problem.
- Scarcity and unavailability of IAS & IPS officers on Sundays.
- Lack of confidence and general awareness about importance of opportunities in civil services amongst the students which results into less number of aspirants.

Best Practices-III

Title: State Level Debating Competition

Goal: To know what the young generation thinks on the current important issues and development. To develop the social and national awareness among the students by imparting values viz. justice, quality, brotherhood, co-operation and hard work. To provide the opportunity to the students for developing their important aspects of personality like leadership qualities, competitive spirit, rational thinking and educational skills.

The Context: Karmveer Bhausaheb Hiray State-level intercollegiate debating competition started in 1969. The main objective of the competition is to build student's life ethically through the inspirational memories of the institution founder Late Karmveer Bhausaheb Hiray. To encourage the students from rural and tribal areas not only the class-room learning but also for making their career by responding to the current issues and developing intellectual faculties. The competition also helps to create a congenial atmosphere to develop the healthy competitive spirit and provide the platform to express their thoughtful views with courage and confidence. We started the state level Loknete Vyankatrao Hiray debating competition since 2009-10 with the same aims and objectives.

The practice: The Debating Competition is a distinguished event of the college in many respects. The topic selected for the debate is based on the current issues is social, economical, educational, political, or any other global issue. The competition is held in four languages viz. Marathi, English, Urdu and Hindi. This year the debate competition included one more regional language "*Ahirani*". It is the only college in the state organizing competition in four languages on the same topic on the same dais and at the same time. The competition is organized once in a year and students from all the university affiliated colleges of Maharashtra State are eligible for the participation. Four teams, a team for each language are invited from each college. A team consists of a pair of contestants speaking for and against the theme. The competition is held for two days and five eminent scholars in the concerned area of knowledge are invited as the judges for accurate and impartial evaluation.

Evidence of Success: The debating competition has now entered consistently in the 45th year of its organization. Its success is to be counted in the ever increasing response and popularity. The topic selected for the debate is current, challenging and motivating. The students from all parts of the state participate with great enthusiasm and preparation.

This year 176 participants appeared in the debate competition. Their short statistics is as English (40), Urdu (46), Hindi (24), Marathi (40) and *Ahirani* (regional language 26). The Rolling trophy for the winning team and the several individual prizes for the winners are given by the auspicious hands of eminent personalities of the national and international recognition and expert in the concerned area of knowledge. The opportunity to hear the different speakers either contestant or the guest of honour, expressing their views at the same time in different languages is the academic feast which enjoyed by the students as well as the interested citizens of the vicinity. The striking point of the competition is that it has along and rich history of eminent personality whose graceful presence for the inauguration ceremony or prize distribution ceremony has made the event of the time unforgettable.

Problems encountered: for organizing such type of practice the college did not have any problem so far, neither in organization nor in financial matter.