

Mahatma Gandhi Shikshan Mandal's
Arts, Science & Commerce College Chopda
Dist. Jalgaon Maharashtra

NAAC Reaccredited "B" Grade (CGPA 2.50)

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ANNUAL QUALITY ASSURANCE REPORT
2017-18

INTERNAL QUALITY ASSURANCE CELL
(I.Q.A.C.)

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the respective plan worked out by the IQAC.

Part- A

1. Details of the Institution

1.1.	Name of the Institution	Mahatma Gandhi ShikshanMandal's Arts, Science and Commerce College, Chopda
1.2.	Address Line1	Yawal Road
	Address Line 2	Chopda Dist.Jalgaon
	City/Town	Chopda
	State	Maharashtra
	Pin Code	425107
	Institute Email	mgtsm_asc@yahoo.com
	Address Contact No.	02586-220140
	Name of the Head of the Institution	Dr.D.A.Surywanshi
	Tel.No. with STD Code	02586 220174
	Mobile	9422793280
	Name of the IQAC Co-coordinator	Mr. D.S. Patil
	Mobile	9405191739
	IQAC email address	iqac.mgsmasc@gmail.com

1.3.	NAAC Track ID(<i>For a ex MHCOGN 18879</i>)	MHCOGN 10786
1.4.	NAAC Executive Committee No. & Date (<i>For example EC/32/A&A/143 Dated 3-5-2014. This EC no iss available in the right corner-bottom of your institution's Accreditation Certificate</i>)	EC/66/RAR/048
1.5.	Website address	www.mgsmasccollegechopda.org
16.	Web-link of the AQAR	

1.6. Accreditation Details

Sr.No	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
01	1 st	B+	2.75	2004	2009
02	2 nd	B	2.50	2013	21 Feb.2014 to 21 Feb.2019

1.7. Date of Establishment of IQAC : DD/MM/YY

1.8. AQAR for the year (for ex.2010-11)

1.9. Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (fro ex. AQAR 2010-11 submitted to NAAC on 12-10-2011)

- i. AQAR 2013-2014 submitted to NAAC on 11/11/2014
- ii. AQAR 2014-2015 submitted to NAAC on 11/10/2015
- iii. AQAR 2015-2016 submitted to NAAC on 11/10/2016
- iv. AQAR 2016-2017 submitted to NAAC on 16/10/2017

1.10. Institutional Status

University: State Central Deemed Private

Affiliated Colleges: Yes No

Constituent College: Yes No

Autonomous college of UGC: Yes No

Regulatory Agency approved Institution:
(eg. AICTE ,BCI, MCI,PCI,NCI)

Type of Institution: Co-education Men Women
Urban Rural Tribal

Financial Status: Grant-in-aid UGC 2(f) UGC 12(B)
Grant-in-aid+ self-financing Totally Self-financing

1.11.Type of Faculty /Programme:

Arts Science Commerce Law

PEI (PhyEdu) -- TEI (Edu) --- Engineering -- Health Science –

Other (specify):

1.12. Name of the Affiliating University
(for the colleges)

Kavayitri Bahinabai Chaudhari North Maharashtra
University, Jalgaon.

1.13. Special status conferred by Central/State Government: UGC/CSIR/DST/DBT/ICMTetc

Autonomy by State/Central Govt./University --

University with Potential for Excellence -- UGC-CPE --

DST Stat Scheme -- UGC-CE --

UGC Special Assistance Programme: -- DST-FIST --

UGC-Innovative PG Programme: -- Any other (specify) --

UGC-COP Programme: --

2. IQAC Composition and Activities

2.1.	No. of teachers	08			
2.2.	No. of Administrative/Technical staff	05			
2.3.	No. of students	02			
2.4.	No. of Management representatives	02			
2.5.	No. of Alumni	02			
2.6.	No. of any other stake holder and community representatives	04			
2.7.	No. of Employers/Industrialists	01			
2.8.	No. of other External Experts	02			
2.9.	Total No. of members	26			
2.10.	No. of IQAC meetings held	05			
2.11.	No. of meetings with various stakeholders	02	Faculty	03	
	Non-Teaching staff students	02	Alumni	01	Other --

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 /Conference/Workshop/Symposia organized by the IQAC

Total Nos International National State

Institution level

(ii) Themes

2.14. Significant Activities and contribution made by IQAC

- Strengthening of the research culture through research projects (MRP,VCRMS) and publication.
- Motivated faculty for organizing college/university/state /national/international Seminar/Symposia/Workshop Quiz and Poster competition.
- Encourage Students for participation in Avishkar, a scientific feast for students.
- Preparation of proposals for best college (University level) etc.
- Initiated a process to start incubation centre.
- IQAC plays the role of a catalyst in various academic and administrative processes.

2.15. Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
• Strengthening of Science Laboratories	* Strengthening of Science Laboratories by purchasing sophisticated equipments
• upgradation of ICT infrastructure	* upgradation of ICT infrastructure
• Motivation of faculty to submit Major, Minor and VCRMS Research Projects	Most of the projects are on the verge of completion.
• Encouraged Students for participation in Avishkar-A Scientific Feast	09 Students, 05 Faculty and 01 Non-teaching faculty participation for Avishkar
• New PG Courses: - MSc- Mathematics	Proposal Submitted

- Attach the Academic Calendar for the year as Annexure (**please see Annexure I**)

2.15. Whether the AQAR was placed is statutory body:

Yes No

Management Syndicate other body

Provide the details of the action taken

Criterion – I
Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	07		-	-
PG	13	-	-	-
UG	18	-	-	-
PG Diploma	--	-	-	-
Advanced Diploma	--	-	-	-
Diploma	--	-	-	-
Certificate	02	-	-	02
Others	--	-	-	-
Total	40	--	-	02

Please see Annexure II

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	31
Trimester	-
Annual	02

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online No Manual Co-operating schools (for PEI) No

* Please see Annexure III for detailed analysis.

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

- For all the programmes affiliated to the university, syllabus revision cycle is of three years. This year, there has been no change in syllabi for any course offered by the affiliating University.
- UGC Model curriculum, society needs, feedback from all stakeholders, changing national & global trends are the key factors for revision.
- Project work is made compulsory in most the programmes syllabus.
- The syllabus of the add-on courses are revised at regular intervals.

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

No

Criterion – II
Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Asst. Professors	Associate Professors	Professors	Others	Total
20	09	02	00	31

2.2 No. of permanent faculty with Ph.D. 14

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	17	00	00	00	00	00	00	01	17

2.4 No. of Guest and Visiting faculty and Temporary faculty

Guest	Visiting	Temporary
00	03	70

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International Level	National level	State level
Attended	15	30	0
Presented papers	15	25	0
Resource Persons	01	01	0

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

Innovative process adopted	Impact observed
<ul style="list-style-type: none"> • Faculties make effective use of LCD Projector, Laptops for effective teaching purpose & the development of comprehensibility among students • For better functioning: Smart Classroom, Interactive methods, Language lab & social sciences laboratories used for teachings. • Cooperative learning, Project activity, field work, study tour, practical, Poster and Elocution Competitions & Group discussions are being organized for students. • Capacity Building: Faculty members are encouraged to attend Seminars/Syllabus framing workshops, Orientation and Refresher courses. 	<ul style="list-style-type: none"> • Helps students for effective & clear understanding/learning and depth of knowledge. • Develops comprehension, ICT techniques help to develop further interest in subject. • Project work enhances the understanding of subject knowledge • Field /Industrial visits provide opportunity to students, actual first hand information about the field studies, Industrial processes, ecology & environment. • Understanding and keep in touch with the current trends in academia.

2.7 Total No. of actual teaching days during this academic year: 190

2.8 Examination/ Evaluation Reforms initiated by the Institution:

Institute strictly follows the rules and regulations of the examination and evaluation as prescribed by Affiliating University and

- The institute has functional internal examination committee. Internal Examination committee looks after the proper conduct of Internal Exam. CCTV cameras are installed in the examination building.
- Counseling of weaker students was done by the departments after Internal Exam.
- Periodic class tests were conducted on various topics of the syllabus. Oral exams were conducted for Practical.
- Multiple Choice Questions

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

Board of Study	Syllabus framing workshop
02	14

2.10 Average percentage of attendance of students 81%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	205	12	43	01	01	64.87
B.Com	175	14	60	1.5	0.5	90.40
B.Sc.	138	25	29	13	01	68.12
BCA	30	66.6	02	6.6	00	93.3
M.A. Marathi	22	4.5	68.2	00	00	72.7
M.A. Economics	12	8.33	25	25	16.6	75
M.A. Political Science	13	15.68	46.1	15.3	00	76.92
M.A./MSC -Geography	12	00	25	00	00	25
M.Sc. Zoology	20	05	60	00	00	65
M.Sc. Microbiology	05	00	00	00	00	00
M. Sc Chemistry	20	00	20	05	00	25
M.Sc. Computer Science	13	00	30.76	61.53	00	92.30
M.COM	27	25.9	59.2	0.5	00	88.8
M.A English	17	5.88	17.64	41.17	5.88	70.57

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

The IQAC sets broad objectives and roadmap at the beginning of an academic year. These include various activities like quality enhancement in academic processes.

- Teachers are motivated to use ICT Tools in Teaching Learning Process.
- Teaching Plans are prepared for each semester & follow up of the same is taken by IQAC
- Students' feedback is taken at the end of programmes and initiatives taken to overcome the problems, If any.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	03
UGC – Faculty Improvement Programme	
HRD Programmes	
Orientation Programmes	
Faculty exchange Programme	
Staff training conducted by the university	
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	05
Others	--

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	33	26	00	26
Technical Staff	01	00	00	00

Criterion – III
Research, Consultancy and Extension

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

- College has constituted Research committee to facilitate, promote and monitor the research climate in the college.
- PG lab Recognition
- Motivated teachers to prepare minor and major research project.
- Organizing visits to research institutions
- Suggested authorities to strengths research facilities Interdisciplinary Research Collaboration Research
- Organizing lecture by expert on various research areas and advanced topics
- Virtual access to the E-journals of selected band of publishers for the benefit of the faculty members to search scholarly articles and papers on various topics of interests.
- Working beyond office hours at the labs in the institute made possible with a strong support from the administrative team and the authorities.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	01		--	--
Outlay in Rs. Lakhs	2.7		--	--

3.3 Details regarding minor projects and Vice Chancellor Research Motivation Scheme (VCRMS)

	Completed	Ongoing	Sanctioned	Submitted
Number	02	07	00	--
Outlay in Rs. Lakhs	3.4			--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	27	0	0
Non-Peer Review Journals	0	0	-
e-Journals	-	-	-
Conference proceedings	14	0	0

3.5 Details on Impact factor of publications:

Range

18 - 5.97

Average

2.89

h-index

34 for 9 Teaching Staff

Nos. in SCOPUS

07

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	--	--	--	--
Minor Projects				
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total				

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST

DPE DBT Scheme/funds

3.9 For colleges

Autonomy CPE DBT Star Scheme

INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences/workshop organized by the Institution

Level	International	National	State	University	College
Number	--	01	00	02	--
Sponsoring agencies	--	ISRO, India		BCUD, KBC NMU, JALGAON	---

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

3.13 No. of collaborations = International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

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

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

Total	International	National	State	University	Dist	College
04	--	01	02	--	01	--

3.18 No. of faculty from the Institution who are Ph. D. Guides and students registered under them

No. of Guide	No. of Registered Students
11	27

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

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

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events: University level State level

National level International level

3.22 No. of students participated in NCC events:

University level State level

National level International level

3.23 No. of Awards won in NSS: 1) Best NSS Unit

2) Best Program Officer

University level State level

National level International level

3.24 No. of Awards won in NCC: ---

University level State level

National level International level

3.25 No. of Extension activities organized

University forum College forum

NCC NSS Any other

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

Responsibility

- Blood Donation (NCC)
- Tree Planation (NCC)
- Literacy Awareness Rally (NSS)
- International Yoga Day (NSS)

Criterion – IV

Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	139616.55 Sq.mt	--	--	01
Class rooms	26	--	--	26
Laboratories	28	--	Self	28
Seminar Halls	01 (139.81 Sq.mt.) 02 (3360 Sq.mt.)	--	Self	02
No. of important equipments purchased (\geq 1-0 lakh) during the current year.				
Value of the equipment purchased during the year (Rs. in Lakhs)		--	--	17,59,159
Regular Class work material	17,59,159	1,04,205		27,15,537
Sports Equipments		2,66,210		
Others	--	--	--	--

4.2 Computerization of administration and library

All the departments of the college including the administration office, account office, exam cell, student support centre and IQAC have been fully computerized. The process of the admissions is On-line. Internet facilities have been installed in all the administrative offices and the academic departments and the Library, Sports, NSS, NCC, Students Welfare and other facilities. Marks of the CCE are sent on-line to the university and the results are displayed on the website of the university.

DELNET and INFLIBNET facilities have been subscribed in the library to be used by professors and the research scholars. The campus has also been made Wi-Fi.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	28870	2727493	2803	456304	31673	3183797
Reference Books	29057	3916743	302	116995	29319	4033738
e-Books	97000	6800	97000	6800	97000	13600
Journals	15	32800	01	1780	16	34580
e-Journals	3900	6000	3900	6800	3900	13600
Digital Database	---	---	---	---	---	---
CD & Video	320		20	---	---	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	201	86	√	--	--	16	101	06
Added	11	--	--	--	--	--	01	--
Total	212							

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

All the departments of the college are fully computerized and most of the teachers and the staff members have free access to the use of computers. All the administrative work including admissions, scholarships etc. is done on-line.

4.6 Amount spent on maintenance in lakhs:

i) ICT	5, 42,990
ii) Campus Infrastructure and facilities	--
iii) Equipment's	27, 15,537
iv) Others	--
Total :	32, 58, 527

Criterion – V

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Prospectus consists of detailed information about student service support
- Newly enrolled students get additional information in the inaugural address of Principal.
- Student welfare centre supports the students in participating and organizing various activities and events.
- Organization of night library study programme for students.
- Encouraged students for Competitive examinations, Health education, Earn and Learn Scheme for poor students etc.
- Wide publicity of various scholarship schemes offered by the Government and private bodies.

5.2 Efforts made by the institution for tracking the progression

- Interaction with the students through various activities like Science quiz, poster competitions and sports.
- At departmental level, examination results are analysed and evaluated.
- Identified slow learners and extra lectures are taken for the slow learners.
- Informal feedback from students through suggestion box.
- Implementation on suggestion of students. E.g. setting the time table.

5.3 (a) Total Number of students

UG		PG		Ph. D.		Others		Total	
Men	Women	Men	Women	Men	Women	Men	Women	Man	Women
1064	1060	146	211	24	03	0	0	1242	1274

(b) No. of students outside the state

--

(c) No. of international students

--

Men	No	%
	1227	49.06

Women	No	%
	1274	51.94

Last Year						This Year											
General	SC	ST	OBC	Physically Challenged	Total	General		SC		ST		OBC		Physical Challenged		Total	
						M	F	M	F	M	F	M	F	M	F	M	F
732	153	126	1499	0	2510	273	308	94	67	88	35	772	864	0	0	1227	1274

Demand ratio 100%

Dropout ratio 3%

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

- The college bent upon making itself a source of ideal and effective administrators and civil servants. So, it plays a lot of attention the competitive exams and their preparations. There are different units which work for passing percent of competitors such as,
- Chanakya Spardha Pariksha Kendra (Entry into Services coaching): We have well equipped competitive cell. It charges the minimum fees for the membership.
- A full fledged competitive examination guidance centre with separate library and reading room.
- The centre holds about 2000 books for ready referencing and ready reckoning of the students.
- The Co-ordinator and Principal of the college arrange expert lectures of the stalwarts in the field for the members of the centre free of cost.
- Gandhi Vichar Pariksha is one of the best activities of the centre for which hundreds of students appear every year.
- The central library of the college offers lot of books on competitive examinations with largest reading hall: one for girls and other for boys.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET SET/SLET GATE CAT

IAS/IPS etc State PSC UPSC Others

5.6 Details of student counselling and career guidance

- Career guidance and counselling centre of the college provides counselling to students and community regarding family problems, stress management, career guidance etc. Also the teaching faculty offers personal and career guidance to the students from time to time through formal and informal modes.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
02	150	06	02

5.8 Details of gender sensitization programmes

- A specially constituted committee titled, “Yuvati Sabha” organizes several gender sensitizing programmes such as Anti-dowry Campaign, Save girl child, Women empowerment.
- Awareness about the health especially for girls swayam siddha abhiyan means Judo Karate training for self defence etc. Every year.
- Different guest lectures are organized under Yuvati Sabha in one day personality development workshop for girl.
- Guest lecture of successful women is organized on world women’s day and also take the different competitions to give exposure to hidden talent of girl students.

5.9 Students Activities

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

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

No. of students participated in other/cultural events

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

Sports: State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

Agency	Number of students	Amount
Financial support from Institution/Department	30	Rs 190840 (University for earn and learn scheme) Rs 95420 (College contribution)
Financial support from government	1536 (Sanctioned for 188 students) (Under Process for 1348 students)	Rs 5808826 (Sanctioned amount 300340) (Under Process amount 5508486)
Financial support from other sources	51	
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives Fairs:

State/ University level	
National level	
International level	

Student organised / initiatives Exhibition:

State/ University level	
National level	
International level	

5.12 No. of social initiatives undertaken by the students

--

5.13 Major grievances of students (if any) redressed:

No major grievances were received

Criterion – VI

Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

The vision and mission statements of the college are given below:

Vision: Uplift all classes of the society, especially socio-economically deprived sections of the society by imparting holistic and quality education.

Mission: To achieve an all-around development of the students, we aim at encouraging creativity, entrepreneurship, social service, ecological awareness along with need of sports and cultural proficiency and ideal citizenship so as to enable them to preserve the healthy democracy in the country.

The vision and mission statements are in keeping with intellectual potential and needs of this region. Most students seeking higher education in this college are from rural areas and from economically weaker section of the society. The college is catering to their needs. As a result, higher education has become accessible to deprived section of society.

6.2 Does the Institution have a management Information System?

Yes. The institute has ERP Software VRIDDHI that caters the administrative and academic needs and this MIS is quite helpful for smooth conduction of the overall activities. All the relevant data pertaining to students, fee receipts, profile of teaching staff etc. is available to the management in order to take appropriate decisions.

6.3.1 Curriculum Development

6.3.1: Curriculum Development

Effective implementation of the curriculum is focused on the objectives of the institution and it is achieved through following strategies:

- 1) At the beginning of every academic year, faculty members under the guidance of IQAC develop plan of action that plays pivotal role to achieve the stated objectives of the various programmers.
- 2) Some faculties of the Institution are Chairman/members of Board of Studies, NMU, Jalgaon.
- 3) Teachers actively participate in syllabus restructuring workshops.
- 4) The teaching staffs actively participate in FDP and innovative seminars to impart their knowledge and suggestions.

- 5) Each department organizes a formal meeting to plan and execute effective teaching methodologies.
- 6) The staff meeting is called at the beginning of the academic year, each teacher prepares teaching plans, maintains academic diary in order to facilitate the students about the schedule of theory and practical classes.
- 7) At the beginning of academic year, bridge course were organised to enlighten the students with introduction to new curricula as a part of acclimatization. Similarly, with the final year students interactions are made to focus their attention for future plans in relation to higher studies or employment.
- 8) Organization of co-curricular activities including national conferences/seminars, State level Elocution competition and Group discussions, assignments and project work, fieldwork and industrial visits, Certificate courses, Personality development and activities of NCC and NSS.

6.3.2 Teaching and Learning

All the teachers are asked to prepare teaching plans & quality teaching material of various topics/concepts to be taught in the lectures.

Lectures are observed by Principal, Vice-Principals and Head of the department. The university results are being analyzed by the respective departments and office, necessary actions were taken for the same.

The data is presented and scrutinized by the members of management of the institution. Feedback forms on teaching and learning from different stakeholders are sought and analyzed by the institutions for further improvement.

- The pedagogic performances of the teachers are confidentially studied from merits and Demerits point of view. Hon. Principal considers the observation and students' report for evaluating the performance of faculties.
- The keys for better performance are privately communicated to the teachers by the principal.

6.3.3 Examination and Evaluation

- The Institute strictly follows the rules and regulations of the examination and evaluation as prescribed by Affiliating University and
- The institute has functional internal examination committee. Internal Examination committee looks after the proper conduct of Internal Exam. CCTV cameras are installed in the examination building.
- Counselling of weaker students was done by the departments.

Periodic class tests were conducted on various topics of the syllabus. Oral exams were conducted for Practicals.

6.3.4 Research and Development

- National Conference was organized by the Commerce Department.
- Research papers were published and presented by staff and students in various journals and conferences.
- Students and faculty members participated in University level Poster competition 'Avishkar'.
- Poster Presentation competitions were also organized by various departments of the college.
- Amount provided to teachers as financial support to attend conferences / workshops and towards membership fee of professional bodies during the academic year 2017-18 is Rs 20,592/-.
- Industrial visit
- Incentives were given to the faculty members who are pursuing research at various levels
- Collaborative work
- Upgradation, expansion and renovation of existing Laboratory facilities
- Faculty members are motivated to carry out & publish their research work.
- Field visits & excursion tours.
- Research ethics are inculcated among students and research scholar, institute always strive hard to promote quality research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT facilities	Details of the facilities
OPAC	(Online Public Access Catalogue is an Automated Catalogue system stored in machine readable form and accessed online by the library clientele via Visual Display Unit). Software is a users' friendly. This service is very useful in the era of information exposition. There are unknown user access correct information through software and computer
Electronics resources management package for e-journals	We have purchased more number of N-list developed by INFLIBNET Ahmadabad. By this program users access near about 3900 e-journals and 90,000 e-books.
Library Website	Information about library is available on college website : www.mgsmasccollegechopda.org
In house / remote access	The library facility is in house. Library has 4000 offline lectures on various subjects available in video format <ul style="list-style-type: none"> • 90,000 e-books for public Access. • Remote access to INFLIBNET. • 3900 e-journals

Library Automation	The library is fully automated with Vriddhi ERP Software.
Number of Computers for public Access	Five 05
Total Number of printers for public access	Three
Bandwidth	10 Mbps
Institutional Repository	
Management system for e-learning	Google and other search engine-list, N-List
Participation in Resource Sharing	INFLIBNET – N-List and sharing with Smt. S.S. Patil Polytechnic College Chopda, Smt.S.S.Patil Pharmacy College Chopda, Dr. Dadasaheb Suresh G. Patil Nursing College Chopda. Pankaj College, Chopda

6.3.6 Human Resource Management

The institute utilizes human resource by vertical and horizontal method for the development;

- Faculty members are deputed in different committees according to their potential. There are 24 various committees for various activities to be carried out throughout the academic year.
- Based on work load, qualified staff is recruited as per the guidelines provided by the university, UGC and state government.
- Considering the need of time, the management of institution makes available the skilled faculty on adhoc basis.
- Mass-welfare programs like Blood donation, tree plantation, awareness rally, social survey etc. were conducted by students' active participation.
- Students are sent for various competitions by selecting them through the vigorous college level competitions like debating, interview, group discussion, quiz contest and elocution.

6.3.7 Faculty and Staff recruitment

Well qualified & required staff is recruited as per rules and regulations of the UGC, University and Government of Maharashtra. Teachers are promoted on the basis of API Scores in various stages.

6.3.8 Industry Interaction / Collaboration

- Prof. Dr. P. S. Lohar, Dept. of Zoology had MoU's with Pattani Inland Research & Departmental center ,Department of Fisheries, and ministry of agriculture cooperatives,Govt.of Thailand Pattani-94160,Thailand 29/09/2011 for research activities and publications.Research collaboration with R & D of work hard Research centre,Aurangabad.
- The Dept. of Zoology has MoU's with Bio Era life Sciences Pvt.Ltd.Pune.

6.3.9 Admission of Students

- Admission counseling committee is constituted every year. It guides students for proper course selection.
- Online admission procedure is made available for students from the last year
- Research laboratories are recognized & updated regularly to attract PhD students.

The college adopts all the State Government, University and Constitutional rules. Admission is open to all eligible students for undergraduate courses. The admissions to post graduate courses of science faculty are given as per the Central Admission Process adopted by North Maharashtra University, Jalgaon.

For Ph.D. programmes, the students have to qualify entrance examination (PET) and successful completion of Pre-Ph.D. course as per the University norms. Student after consult with the guide develops a research proposal and synopsis and has to appear for presentation before RRC of the University.

6.4 Welfare schemes for

Teaching	Staff credit society, Medical reimbursement facility, Felicitation of teachers for special achievements.
Non-teaching	Group insurance, Medical reimbursement facility, Felicitation of non-teaching staff for special achievements.
Students	Book Bank facility, Earn & Learn scheme, Alumni, Medical checkup, Prizes for outstanding performance.

6.5 Total corpus fund generated

--

6.6 Whether annual financial audit has been done:

Yes

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	N.M.U	Yes	IQAC
Administrative	Yes	J.D.Jalgaon	Yes	IQAC

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

For UG Programmes Yes No

For PG Programmes Yes No

*Results are declared **within 45 days after the end of the examinations.**

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

- Formerly there was annual evaluation system for various courses and classes. The performance of the student is to be judged on percentage. Recently, university has reformed evaluation process and has introduced semester pattern. Students are assigned the internal marks on college assessment (CA) & external marks on university assessment (UA) programme. Grades are assigned on the basis of marks obtained in various ranges defined by the university.
- Credit and Grade Point Assessment (CGPA) system is implemented by the university. This system considers continual contact between the teachers and the students, students' behavior and attendance are properly observed by the teachers.
- The institution abides by all the rules and regulations of evaluation processes spelt by the UGC and university from time to time.
- As an affiliated college, we are supposed to follow university rules and regulations, there is a little scope for college to introduce its own evaluation system, however the personal impression of the faculty about student have some weightage when class tests or seminar is evaluated by faculty. College has its own evaluation system as follows:
 - Special assessment test before internal and university semester examination.
 - Evaluation through the seminars, projects, posters, home assignments, aptitude tests in poetry.
 - Online objective pattern test, open book examination.
 - Participation in extra-curricular activities.

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

NA

6.11 Activities and support from the Alumni Association

Alumni's meet held on 20-03-2017. Feedbacks were taken and healthy discussion is done for the progress of the institute

6.12 Activities and support from the Parent – Teacher Association

Parent – Teacher Association has not been constituted but department wise Parent Teacher meetings (Twice in a Year) were held.

6.12 Activities and support from the Parent – Teacher Association

Parent-Teachers meet is held on 20-03-2017
Plans are prepared for the students' all round development.
Discussion is done on the achievements of the students.
Parents' opinions are considered for the progress of the students.

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

- Rain water Harvesting
- Banyan Nursery
- Botanical Garden
- Flora & Fauna protection by Tree plantation
- No Vehicle day for Pollution Prevention awareness

Criterion – VII

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.

- All the departments of the institution have formed a **Student Associations** to organize different types of activities such as exhibitions, workshops, poster and power point presentation competition, guest lectures etc.
- Department of Chemistry and Electronics have taken initiative to organize “**online guest lectures**” of the experts working in different foreign research laboratories via **Skype**.
- The institute has launched a **YouTube channel** containing video lectures of our faculties from various subjects.
- Department of Electronics have organized University level **Online Electronics Knowledge Test (OEKT)** and “Pratibimba Poster presentation” to inculcate the culture of competition of the subject among the student.
- Institute has e-Book and video lectures repository.
- Institute offers career guidance and counselling, coaching and training to the students for various competitive exams for entry into services.

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

1. At the beginning of the each term, every department submits the academic plan to the head of the institution and accordingly annual budget has been prepared and sanctioned.
2. As per the planning at the beginning of each term, head conducts the meeting to allot workload and other departmental duties to staff members. All the faculty members perform their duties and used to submit the report to IQAC through their HOD.
3. Senior faculty members are appointed as conveners of various committees for the smooth conduction of co-curricular and extracurricular activities. These committees submit the report of activities to IQAC.
4. The HOD's conducts the meeting to discuss results and made planning for remedial sessions for academically weak students.
5. Strengthened Science laboratories by purchasing sophisticated equipments along with necessary upgradation of ICT infrastructure.
6. Organized the National Level Conferences, university level Online quiz Competition and poster presentations competitions by various departments.
7. Organized mock NAAC peer team visit.

7.3 Give two Best Practices of the institution (*Please See Annexure IV*)

- | |
|---|
| <ol style="list-style-type: none">1. Green Campus Healthy Campus.2. No Vehicle Day3. Rainwater Harvesting for Laboratory experiments as Distilled Water |
|---|

7.4 Contribution to environmental awareness / protection

1. Elocution competition on Environmental issues was organized.
2. Various lectures were organized on biodiversity, global warming and climate change to percolate the awareness about the conservation of environment among the students.
3. Tree plantation in the campus was organized.
4. The awareness rallies were organized by the institution to spread the message of “**save water**” and “**avoid the use of plastics**” among the society.
5. Institute has adopted the policy for the replacement of conventional tube lights by LEDs in the campus.
6. Installation of solar panels for the street lights in the campus.
7. As a part of our commitment towards sustainable environment we try to use minimum number of papers in the institute and working towards paperless office.

7.5 Whether environmental audit was conducted?

Yes

7.6 Any other relevant information the institute wishes to add. (for example SWOC analysis)

Strengths:

1. Well-diversified faculty and good students strength.
2. Eco-friendly campus.
3. Green campus helps Efforts for reduction of CO₂ emission in the campus.
4. Well equipped laboratories with latest computers and internet facility to run UG and PG programs.
5. Well equipped Central library with **good numbers of books**, e-books, Journals and e-Journals.
6. Promotion of Interdisciplinary research.
7. Well equipped gymnasium and indoor stadium. Adequate outdoor sports facilities.

Weaknesses:

1. Limited consultancy services due to locational disadvantage resulting in reluctance of industry and institutions in undertaking joint collaborative initiatives..
2. Majority of students are from socially and economically poor strata and are first generation literates.
3. Dependency on the temporary faculty due to governments cap on recruitment resulting in skewed teacher-student ratio.

Opportunities:

1. Scope for improvement in sports activities.
2. Collaboration and exchange programs with national and international institution and Yoga and meditation centres.
3. Proximity to rural area and tribal family which results in intake of low-income-group students.
4. Increasing Industry interaction by signing MOUS/ linkages.
5. To set up research incubation centre to meet the local requirements in niche areas.
6. To introduce Skill-based courses.

Challenges:

1. Placement opportunities must be enhanced.
2. Technology transfer from academics to industries.
3. Honing students of rural background.
4. Improvements in contents of curriculum as per the needs of industries.
5. Providing hands-on industrial training within the region

Mr. D. S. Patil

Coordinator, IQAC

Dr. D. A. Suryawanshi

Chairman, IQA

ANNEXURE-I
Academic Calendar for 2017-18

Month	Week	Activities
May.2017	1 st Week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Admission committee meeting • Printing of Brochures and Prospectus • Summer Vacation
June.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Counselling for students faculty wise • Admission process for UG • Term Meeting • Preparation of time tables and teaching plans of all departments • Preparation of workload • Dead stock verification • Result analysis • IQAC meeting about discussion on road map
July.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Organizing departmental meeting • Holding welcome functions for students • Selection of NSS/NCC students • Admission for PG Classes • Proposal of earn and learn scheme • Students Association
August.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Celebration of Tilak jayanti on 1st August • Independence Day celebration on 15th August • Beginning of PG classes
September.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Teachers Day Function 5th September • Celebration of International literacy Day-8th September • Health check-up for all students • Internal exam held by all departments in the last week and group Discussion. • Seminars and guest lecturers to be held by various departments. • Celebration of NSS/day-24th September • IQAC meeting
October.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Gandhi Jayanti Celebration 2nd October • Elocution Competition • 1st Term examination to be held by University • Term end meeting • Workshop /Guest lecture/Seminar

Month	Week	Activities
November.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Diwali Vacations • Departmental meetings for commencement of Second Term • Preparation of Time Table for Second term
December.2017	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Blood donation camp on Anniversary of Ex-education minister Akkasaheb Sharadchandrika Suresh Patil • Study tour, Industrial Visit and excursion of various departments. • NCC/NSS winter Camp. • IQAC meeting about documentation various programme
January.2018	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Study tour, Industrial Visit and excursion of various departments. • Geography Day Celebration on 14th January • Geographical Competitive Exam and Poster Competition for the students. • College/State level seminar • Annual college Gathering • Annual Prize distribution • Yuwatisabha
February.2018	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • State level online quiz organized by department of Computer Science • Internal exams in the second week by all departments • Marathi Rajbhasha day celebration • National Science day celebration 28th February • Poster presentation ,seminar and quiz contest
March.2018	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • Farewell party to final Year students • World Women Day celebration 8th March • Practical examination being • University Examination being • IQAC meeting • Budget Discussion
April.2018	1 st week 2 nd week 3 rd week 4 th week	<ul style="list-style-type: none"> • University Examination • Planning Committee meeting for next academic year • Assignment of work load and advertisement for new posts • Meeting on college Magazine, Sharbhang

ANNEXURE-II
UG and PG Programs

UG:-Arts	1) Marathi 2) English 3) Political Science 4) Geography 5) Economics 6) Hindi 7) History 8) Psychology 9) Music- (Self-Financed)
UG: Science	1) Physics 2) Chemistry 3) Electronics 4) Zoology 5) Botany 6) Mathematics 7) Computer Science 8) Microbiology 9) Biotechnology (7 to 9 self-financed)
UG: Commerce	1) Commerce 2) BBA 3) BCA (2 & 3 Self-Financed)
PG: Arts	1) Marathi 2) English 3) Political Science 4) Economics (All are self-financed)
PG: Science	1) Chemistry 2) Zoology 3) Computer Science 4) Microbiology 5) Electronics 6) Physics 7) Geography (All are self-financed)
PG: Commerce	1) M.Com 2) MBM (Both are self-financed)
Ph.D:	1) Marathi 2) Chemistry 3) Electronics 4) Zoology 5) Botany 6) Mathematics 7) Biotechnology
Certificate Courses:	1) Taxation 2) e-Commerce 3) Functional English
Diploma:	1) Functional English
Advanced Diploma :	1) Functional English
YCMOU:	1) B.A., 2) B.Com

ANNEXURE-III

Feedback Analysis

Feedback from the Students, Parents and Alumni about the Curriculum, the Institution and the Teachers is used constructively by the college with a view to enhance pedagogical capabilities and enrich the teaching-learning experience. The institution uses the feedback obtained from the students/stakeholders as a tool for continued learning.

An online/Offline Students' feedback regarding the curriculum, Institution and Teachers is taken in the prescribed format.

Feedback on Curriculum:

Student's feedback on Curriculum:

Approximate 90 % students stated that the depth of the course content is adequate in relation to the expected course outcomes. 75% students answered that the syllabi helped improve their abilities to formulate, analyze and solve problems. More than 80% of the students stated that the curriculum is helpful for their employability as well as for various competitive examinations.

Some deficit issues on curriculum came out from the analysis were communicated to the Members of the Board of Studies of respective subjects for their kind perusal. Further the teachers have been taken part in the reformation of curriculum of respective subjects and suggested the modifications for the betterment of the curriculum.

Teachers' feedback on curriculum:

80 % teachers stated that the aims and objectives of the syllabi are well defined and clear to teachers and students. 90% teachers answered that the syllabus has good balance between theory and application. 85% teachers are of the opinion that the syllabus of the subject increased their horizon knowledge and perspective in the subject area.

Parent's feedback in curriculum:

85% parents stated the contents of the courses are not encumbrance for their ward in terms of the load of the courses in different semesters. 90 % parents has answered that the courses in terms of their relevance to the latest technologies or future technologies.

Feedback for Teacher's evaluation:

Student's feedback for Teachers:

The institute collects the feedback from students for teachers. The inputs from various students are analyzed and conveyed to the teacher by the respective heads of department. There is encouragement for positive feedback. The training programs are organized for the teachers who received negative feedback. The shortcomings are addressed enabling the teacher to work upon those areas for improvement.

It is expected that the syllabi should be completed well before time. The inputs received from the students showed that 90% students are satisfied with the completion of syllabus. The survey revealed that 85% students are happy with the teaching aids used by the teachers in the class room teaching and 15 % students recorded the average response on the same. However 25 % students expect more use of ICT resources in the teaching. The communication skills of the teachers have been rated as excellent by 75% of the students, while 20%of students considered the same as very good. The remaining 5% students rated the communication skills of teachers to be good. Responses of 80% of students showed excellent rating regarding Classroom Interaction and Personal Relationship with the teachers. 10% of the students rated the same as very good and the remaining students rated it as good.

Feedback of Infrastructure:

Student's feedback on infrastructure:

The responses given by students showed that 55% of them are happy with the ICT facilities available in the institution and 25% of the students rated the same as average. 85% students are satisfied with infrastructural facilities and conducive environment in the institution.

ANNEXURE-IV

Best Practice - I

1. Title of the Practice: Green Campus- Healthy Campus

2. Goal:

- To keep the Campus green and clean
- To grow more trees with variety
- To help biodiversity conservation
- To protect aesthetic values of students and staff of our institution
- To stimulate eco consciousness among students

3 The Contexts:

MGSM's Arts, Science and Commerce College, Chopda is situated in the lap of Satpuda mountain range. Satpuda forest is one of hotspot for floral and faunal biodiversity. Our institution is committed to maintain the health and biodiversity of the campus that eventually protect our environment.

4 The Practice:

We plant various types of plants with the help of NSS, NCC, Teaching, non-teaching staff and other students of the college. These plants are made available from forest and private nurseries at the onset of monsoon every year. These are successfully maintained by providing fertilizers and irrigation facility. We conduct the program of "Shramdan" every Friday by NSS volunteers for the maintenance of our campus.

5 Evidence of the Success:

President of our institute received *Vrikshamitra Award* for development of green campus by Govt. of Maharashtra.

6. Problem encountered and Resources Required:

No serious problems were faced.

7. Contact details:

Name of the Principal: Dr. D. A. Suryawanshi

Name of the Institution: - MGSM's Arts, Science and Commerce College, Chopda, Dist. Jalgaon Pin Code: 425107

Accredited Status: Grade B

Work Phone: 02586-220140

Web site: www.mgsmasccollegechopda.org

Email: mgtsm_asc@yahoo.com

Best Practices- II

1. Title of the Practice: No vehicle day.

2. Goal:

- To take a step towards reduction of pollution from the environment by reducing harmful gases like Carbon Monoxide and reduce the global warming.
- To take initiative to save conventional energy sources.
- To spread the motivational message to society to save environment and reduce the use of fossil fuel.

3. The Context:

The world is on the threshold of serious crisis of Global warming and Climate change. There is a need to spread awareness about the global warming and solution to reduce it. Being a higher educational institute it is our moral responsibility to take steps towards reduction in global warming and to motivate the society to follow suit.

4. The Practice:

The “**No Vehicle Day**” activity is being run by the institute once in a week. This activity is adopted by the college staff as well as students.

5. Evidence of the Success:

The local news papers have reported and appreciated the activity.

6. Problem encountered and Resources required:

40% students preferred the vehicle and this activity is very difficult to run during exam period.

7. Contact Details:

Name of the Principal: Dr. D. A. Suryawanshi

Name of the Institution: - MGSM's Arts, Science and Commerce College, Chopda,
Dist. Jalgaon Pin Code: 425107

Accredited Status: Grade B

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Web site: www.mgsmasccollegechopda.org

Email: mgtsm_asc@yahoo.com

Best Practices- III

1. Title of the Practice: Rainwater Harvesting for Laboratory experiments as Distilled Water.

2. Goal:

- Save water
- Save Electricity consumption.
- Contribution towards sustainable environment.

3. The Context:

In the recent times we are facing serious water shortage due to excessive use of water and lack of rain water harvesting. There is a need to take urgent steps to rectify this problem. Being a higher educational institute and as a part of our commitments we are running this best practice of Rainwater Harvesting for Distilled Water required in lab experiments thereby saving 2000 Ltrs of water per annum along with low consumption of electricity.

4. The Practice:

We used to harvest the rain water on the roof of college building and use the same as distilled water in various laboratory experiments throughout year.

5. Evidence of the Success:

We have system in place for the same. The local news papers have reported and appreciated the activity.

6. Problem encountered and Resources required:

- No problem encountered as such.
- Dependency on rain water

7. Contact Details:

Name of the Principal: Dr. D. A. Suryawanshi

Name of the Institution: - MGSM's Arts, Science and Commerce College, Chopda,
Dist. Jalgaon Pin Code: 425107

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