Mahatma Gandhi Shikshan Mandal's

Arts, Science & Commerce College Chopda
Dist. Jalgaon Maharashtra

NAAC Reaccredited "B" Grade (CGPA 2.50)

Phone : 0256-220140, Fax : 0256-220946

Website : **www.mgsmasccollegechopda.org**

ANNUAL QUALITY ASSURANCE REPORT
2014-15

INTERNAL QUALITY ASSURANCE CELL
(IQAC)

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 perspective plan worked out by the IQAC. *(Note: The AQAR period would be the Academic Year. For example, July 1, 2014 to June 30, 2015)*

Part – A

1. Details of the Institution

1.1 Name of the Institution

Mahatma Gandhi Shikshan Mandal's Arts, Science and Commerce College

1.2 Address Line 1

Yawal Road

Address Line 2

Chopda Dist. Jalgaon -425107

City/Town

Chopda

State

Maharashtra

Pin Code

425107

Institution e-mail address

mgtsm_asc@yahoo.com

Contact Nos.

02586-220140

Name of the Head of the Institution:

Dr. S. K. Borse

Tel. No. with STD Code:

02586-220140

Mobile:

9860172492

Name of the IQAC Co-ordinator:

Prof. Dr. A. L. Chaudhari

Mobile:

9423951209

IQAC e-mail address:

mgtsm_asc@yahoo.com

1.3 **NAAC Track ID** *(For ex. MHCOGN 18879)*

MHEOGN 10786

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

EC/66/RAR/048

   (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:

www.mgsmasccollegechopda.org

   Web-link of the AQAR:

Naac.aqar@gmail.com ????

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

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	2.75	2004	2009
2	2nd Cycle	B	2.50	2013	2019

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

01/01/2006

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

2014-2015

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

   i.   AQAR 2013-2014 submitted to NAAC on 11/11/2014
   ii. AQAR_____ _____ (DD/MM/YYYY)
   iii. AQAR_____ _____ (DD/MM/YYYY)
   iv. AQAR_____ _____(DD/MM/YYYY)

1.10 Institutional Status

   University   State [√] Central [ ] Deemed [ ] Private [ ]

   Affiliated College   Yes [√] No [ ]

Constituent College   Yes [ ]   No [√]

Autonomous college of UGC   Yes [ ]   No [√]

Regulatory Agency approved Institution   Yes [ ]   No [√]

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

Type of Institution: Co-education [√]   Men [ ] Women [ ]

                               Urban [√]   Rural [ ] Tribal [ ]

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

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

1.11 Type of Faculty/Programme

    Arts [√]   Science [√] Commerce [√] Law [ ] PEI (Phys Edu) [ ]

    TEI (Edu) [ ]   Engineering [ ]   Health Science [ ]   Management [√]

    Others (Specify) [.   .   COC.YCMOU]

1.12 Name of the Affiliating University *(for the Colleges)*   [North Maharashtra University Jalgaon]

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

    Autonomy by State/Central Govt. / University   [NA]

    University with Potential for Excellence [NA]   UGC-CPE [NA]

    DST Star Scheme [NA]   UGC-CE [NA]

UGC-Special Assistance Programme   NA   DST-FIST   NA

UGC-Innovative PG programmes   NA   Any other (*Specify*)   --

UGC-COP Programmes   NA

2. IQAC Composition and Activities

2.1 No. of Teachers   9

2.2 No. of Administrative/Technical staff   6

2.3 No. of students   2

2.4 No. of Management representatives   2

2.5 No. of Alumni   2

2. 6 No. of any other stakeholder and

    Community representatives   4

2.7 No. of Employers/ Industrialists   1

2.8 No. of other External Experts   2

2.9 Total No. of members   28

2.10 No. of IQAC meetings held   03

2.11 No. of meetings with various stakeholders: 3   Faculty   2

    Non-Teaching Staff Students   2   Alumni   2   Others

2.12 Has IQAC received any funding from UGC during the year?   Yes   √   No

    If yes, mention the amount   3 Lacks

2.13 Seminars and Conferences (only quality related)

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

Total Nos.	1	International		National		State		Institution Level	√

(ii) Themes | API |

2.14 Significant Activities and contributions made by IQAC

- Strengthening of the research culture through research projects & publications.
- Motivated faculty for organizing college/university/state national/ international Seminar/Symposia / Workshops Quiz &Poster competitions
- Encourage Students for participation in *Avishkar*, a scientific feast for students.
- Preparation of proposals for RUSA, CPE (college with potential for excellence),

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
• To start various specializations at UG & PG level	Started UG- T.Y.B.Sc- Botany, Mathematics, T.Y.B.A. Hindi, PG- M.Sc.- Physics
• Motivation to faculty to submit major and minor research projects.	Most of the faculty submitted the proposals & got MRP & some are in hands i.e. under process.
• Encourage Students for participation in Avishkar - a scientific feast.	48 students participated & most of them selected for state level competition.
• Promote the staff for Effective utilization of E.-Class room	Hundreds of e-Classroom lectures organized by staff for students

*Attach the Academic Calendar of the year as Annexure (**please see Annexure I**).*

2.15 Whether the AQAR was placed in statutory body   Yes [ ]   No   [√]

Management [ ]   Syndicate [ ]   Any other body [ ]

Provide the details of the action taken [   ]

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	6	1	-	-
PG	11	-	11	-
UG	21	-	6	-
PG Diploma	-	-	-	-
Advanced Diploma	1	-	1	-
Diploma	1	-	1	-
Certificate	3	-	2	3
Others	-	-	-	-
Total	43	1	19	3

Pl see Annexure II

Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

The Collage Offers academic flexibility through maximum options and combinations of courses. The collage is also a recognized study center of Yashwantrao Chavan Maharashtra Open University, Nasik.

 (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	32
Trimester	-
Annual	-

1.3 Feedback from stakeholders* Alumni [√] Parents [√] Employers [√] Students [√]
  (On all aspects)

Mode of feedback   :Online [ ] Manual [√] Co-operating schools (for PEI) [ ]

*Please provide an analysis of the feedback in the Annexure

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

> - For all programs affiliated to university, syllabus revision cycle is of three years.
> - UGC model curriculum, society needs, feedback from all stakeholders, changing national and global trends are the key factors for revision.
> - Project work is made compulsory in most of the programmes syllabus.
> - The syllabi of the add-on courses are revised at regular intervals.

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

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Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of

Total	Asst. Professors	Associate Professors	Professors	Others
33	20	11	02	--

2.2 No. of permanent faculty with Ph.D. | 13 |

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
02	15	--	--	--	--	--	--	02	15

2.4 No. of Guest and Visiting faculty and Temporary faculty | 04 | | -- | | 65 |

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	12	27	09
Presented papers	11	22	05
Resource Persons	--	01	--

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

Innovative process adopted	Impact observed
• 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. • Project activity, field work, study tour, practical, Poster and oratory Competitions & Group discussions are organised for students. • Internet facility is provided for each department so that study material can be made available to the students. • Faculty members are encouraged to attend Seminars/Syllabus framing workshops, Orientation, Refresher	• Helps students for effective & clear understanding/learning and depth of knowledge. • Develops confidence level by group discussion method • Field /Industrial visits provide opportunity to students, actual first hand information about the field studies, Industrial processes, ecology & environment. • ICT techniques help to develop further interest in subject understanding and keep in touch with the world. • Project work enhances the understanding of subject knowledge. • Video watching develops acting

programs to update them. • Organised workshops on operational audio-visual appliances, Scientific instruments, PPT Impact of such innovative practices for students learning is observed. • Audio-video Plays are displayed to the students of Marathi, English and Hindiliterature.	skills, pronunciations, communication ability and understanding of the subjects.

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

190

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

Bar Coding, Photocopy, MCQ,
Evaluation by Tests, Tutorials

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

09

2.10 Average percentage of attendance of students

80

 2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A	221	--	29	43	07	35.44
T.Y.B.Com	137	04	13	44	11	52.55
T.Y.B.Sc.	155	23	26	37	02	56.77
MBM	05	---	03	---	---	60.00
BBA	12	---	---	08	02	83.00
M.A. Marathi	25	02	10	01	---	61.90
M.A. English	33	---	---	16	16	98.00
M.A. Economics	32	03	13	02	---	56.25
M.A. Politics	07	01	03	---	---	57.00
M.A. Geography	10	---	04	04	---	98.00
M. Sc Chemistry	20	---	02	---	---	10.00
M.Sc. Computer Science	09	01	02	01	---	44.00

M.Sc. Zoology	06	02	01	03	---	100.00
M.SC. Microbiology	02	01	01	---	---	100.00
M.COM.	15	---	---	06	08	93.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning 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
- Student's feedback is taken at the end of programmes and initiatives taken to overcome the problems, If any.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	03
UGC – Faculty Improvement Programme	---
HRD programmes	---
Orientation programmes	03
Faculty exchange programme	---
Staff training conducted by the university	---
Staff training conducted by other institutions	---
Summer / Winter schools, Workshops, etc.	02
Others	01

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	42	18	--	16
Technical Staff	07	--	--	02

Criterion – III

3. 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 & monitor the research climate in the college.
- PG Lab Recognition
- Motivated teachers to prepare Minor & Major research project
- Suggested authorities to strengthen research facilities Interdisciplinary Research collaboration
- Research

3.2   Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs.	-	-	-	-

3.3   Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1	3	-	4
Outlay in Rs. Lakhs	40,000/-	5,85,000/-	-	-

3.4   Details on research publications

	International	National	Others
Peer Review Journals	05	25	-
Non-Peer Review Journals	02	18	-
e-Journals	-	07	-
Conference proceedings	-	1	-

3.5 Details on Impact factor of publications:

Range [4]   Average [18]   h-index [4]   Nos. in SCOPUS [2]

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2 yrs	UGC	5,85,000/-	2,30,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2 Yrs	University (VC Research)	2,97,000	1,98,500
Students research projects *(other than compulsory by the University)*				
Any other(Specify)				
Total			8,82,000	4,28,500

3.7 No. of books published   i) With ISBN No.   2   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   Nil

Level	International	National	State	University	College
Number	---------------------- NIL ----------------------				
Sponsoring agencies					

3.11 No. of conferences organized by the Institution

3.12 No. of faculty served as experts, chairpersons or resource persons   08

3.13 No. of collaborations   International   -   National   3   Any other   -

3.14 No. of linkages created during this year   Nil

3.15 Total budget for research for current year in lakhs:

From funding agency   13,10,500   From Management of University/College   -

Total   13,10,500

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	//// Nil ///
	Granted	
International	Applied	
	Granted	
Commercialized	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
02	-	01	-	01	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides   07

and students registered under them   10

3.19 No. of Ph.D. awarded by faculty from the Institution   01

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

JRF [ ]   SRF [ ]   Project Fellows [ ]   Any other [ ]

3.21 No. of students Participated in NSS events:

University level   02   State level   01

National level   1   International level   -

3.22 No. of students participated in NCC events:

University level [ ]   State level [ ]

National level [01]   International level [ ]

3.23 No. of Awards won in NSS: --------- NIL -------------

University level [ ]   State level [ ]

National level [ ]   International level [ ]

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

University level [ ]   State level [ ]

National level [ ]   International level [ ]

3.25 No. of Extension activities organized

University forum [ ]   College forum [ ]

NCC [03]   NSS [2]   Any other [1]

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

- Blood Donation ,

- Shramdan

- Tree Plantation (VasundharaAbhiyan)

- Literacy awareness Rally

- Aids awareness programme

- Save water campaign in association with Chopda MNC

- Public awareness for clean environment

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Criterion – IV
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4. 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	27	01	Self	28
Seminar Halls	-	01 (139.81 Sq. Mtr)	Self	01
No. of important equipments purchased (≥ 1-0 lakh) during the current year.	07	02	UGC	09
Value of the equipment purchased during the year (Rs. in Lakhs)	17,59,159	2,62,303	UGC	20,21,463
Others				

4.2 Computerization of administration and library

- Office and Library are fully Computerization with Internet facility available.
- Upgradation of existing Facilities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	3619	401675	2727	402921	6346	845920
Reference Books	1041	444245	1109	369682	2150	813927
e-Books	97000	-	200	-	97200+	-
Journals	10	4800	02	3000	15	18300
e-Journals	3900	-	50	-	3950	-
Digital Database	-	-	40	-	40	-
CD & Video	280	-	15	-	295	-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

Sr. No	Departments & Laboratories	No of Existing computers	Newly purchased computers	Internet	Total computers
01	Office	17		✓	17
02	Computer Center	---	---	---	---
03	Computer Lab	70	00	--	70
04	Browsing center	---	---	---	---
05	Electronic Dept.	06	---	---	06
06	Commerce Dept.	35	00		35
07	Chemistry Dept.	04	---	✓	04
08	Physics Dept.	04	05	✓	09
09	Zoology Dept	03	---	✓	03
10	Math. Dept.	01	---	✓	01
11	Botany Dept.	01	---	✓	01
12	Micro/Biotech	02	---	✓	02
13	Music Dept.	01	---	✓	01
14	Marathi/ Hindi	01	---	✓	01
15	IQAC Dept	01	---	✓	01
16	English Dept	16	---	✓	16
17	Geography Dept	11	---	✓	11
18	History/Psychology	---	---	---	---
19	Politics	01	00	✓	01
20	Economics	01	00	---	01
21	Library	14	00	✓	14
22	Sports	01	---	---	01
23	NCC /NSS	---	---	---	---
24	Research& Competitive Center	01	--	✓	01
		191	05	✓	196

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

- Provision of Internet access in each department (Students and Staff)
- Periodical Seminar on cyber-crime and awareness
- Training to student about e-mail opening for student & non-teaching staff
- Stock & Commodity
- E-Govt. programme for management students.

4.6 Amount spent on maintenance in lakhs:

    i) ICT   79496

    ii) Campus Infrastructure and Facilities   50309

    iii) Equipments   42000

    iv) Others   -

                      Total :   1,71,805

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Prospectus consists of detailed information about the student support services.
- Organisation of night library study programme for students
- Organisation of farewell for newly enrolled students
- Encouraged students for Competitive examinations, Health Education, Earn of Learn Scheme etc.

5.2 Efforts made by the institution for tracking the progression

- Interaction with students for various activities like scientific Quiz& Poster competitions , Sports etc.
- At the departmental level, examination results are analysed and evaluated.
- Informal feedback from students by applications/suggestion box

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2234	386	11	--

(b) No. of students outside the state

-

(c) No. of international students

-

Men

No	%
1336	50.77

Women

No	%
1295	49.22

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
560	118	118	1061	0	1857	798	162	140	1531	0	2631

Demand ratio   100 %   Dropout ratio   3%

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

- The college is bent upon making itself a source of ideal and effective administrators and civil servants. So, it pays a lot of attention the Competitive Exams and their preparation. There are different units which work for the passing percent of the competitors such as:
- Chanakya Spradha Pariksha Kendra: we have a well-equipped 'Competitive Cell' it charges the most minimum charges as the fees for the memebership of the
- A full-fledged Competitive Examinations Guidance Centre with a separate library and reading room

- The centre holds about 2000 books for the ready referencing and ready-reckoning of the students.
- The Coordinator and the Principal of the college arrange expert lectures of the stalwarts in the field for the members of the Centre free of cost.
- Gandhi VicharPariksha is one of the best activities of the center which is taken by hundreds of students every year.
- The Central Library of the college offers a lot of books on competitive examinations with the largest reading halls; one for girls and one for boys.

No. of students beneficiaries | 00 |

5.5 No. of students qualified in these examinations

NET | 02 | SET/SLET | - | GATE | - | CAT | - |

IAS/IPS etc | - | State PSC | - | UPSC | - | Others | - |

5.6 Details of student counseling and career guidance

| ---- |

No. of students benefitted | -- |

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	20	01	---

5.8 Details of gender sensitization programmers

- A specially constituted committee titled 'Yuvati Sabha' organizes several gender sensitizing programmes such as Anti-dowry Campaign, Campaign against Foeticide of Female Child every year.
- College conducted Swayamsidhha work shop **(70 girls)** benefitted by training of Karate, Knife & Sword skills for self defence.

5.9 Students Activities

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

State/ University level   06   National level   --   International level   --

No. of students participated in cultural events

State/ University level   40   National level   --   International level   --

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

Sports : State/ University level   --   National level   --   International level   --

Cultural: State/ University level   37   National level   --   International level   --

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	12	23,020
Financial support from government	1342	Under process
Financial support from other sources	65	12,6180
Number of students who received International/ National recognitions	--	--

5.11   Student organized / initiatives

Fairs   : State/ University level [--]   National level [--]   International level [--]

Exhibition: State/ University level [--]   National level [--]   International level [--]

5.12   No. of social initiatives undertaken by the students   [--]

5.13 Major grievances of students (if any) redressed: _____--_____

Criterion – VI

6. 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: To impart quality education.

Mission: To achieve an all round development of the students, we aim at encouraging creativity, self-employment, social service, aesthetic sense, conscientiousness along with need of environment, 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.

Institution's distinctive characteristics: Mission of Institute amply works on the high quality education provided through wide range of disciplines, which provides opportunities to employments. Develops an educational environment for the total development of student.

6.2 Does the Institution has a management Information System ovement strategies adopted by the institution for each of the following:

6.1.2 What is the role of top management, Principal and faculty in design and implementation of its quality policy and plans?
- Executive council
- Governing council
- Board of Trustees
- Local Management Committee
- Purchase committee
- Building and construction committee
- Hostel management committee

These are the elements of the top management. The principal is the Joint Secretary of the management. Important points are circulated from hon. Principal and other elements of the top management. They are discussed and finalized by the top management. Due importance of aims, visions, goals, missions and objectives, stated in the constitutions of the institutions are considered. Hon. Principal implements the finalized decisions.

6.3.1 : Curriculum Development

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 schemes of action that provide opportunities for students to achieve the stated objectives of the programmes.
2) Every department organizes a formal meeting to plan and execute teaching methodologies for effective teaching.
3) The staff meeting is called at the beginning of the academic year, each teacher for each subject prepares teaching plans, and accordingly students are informed about conduct of theory and practical classes.
4) At the beginning of academic year, bridging lectures are 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.
5) Organization of co-curricular activities including national conferences/seminars, debates and 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 notes of various concepts to be taught in the lectures. Lectures are inspected by Principal, Vice-Principal & Head of the departments. The university results are analyzed by the respective departments and office. The data is presented and scrutinized by the members of management of the institution. Feedback forms on teaching and learning from different sections are sought and analyzed by the stakeholders of the institutions The pedagogic performance of the teachers are confidentially studied with 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. The authority visits 'Live Classes' and checks Attendance report and Daily Diary of the teachers with an eye on the black board use of the teachers.
Head of Departments of the college maintain 'Movement Register' for channeling
available time and resources of the faculties for academic works.

6.3.3 Examination and Evaluation

Institute strictly follows regulations prescribed by affiliating University.

6.3.4 Research and Development

1) Visit a Training Program in Research Institution
2) Collaborative work
3) Laboratories Reorganisation & updating
4) Faculty members are motivated to carry out & publish their research work.
5) Field visits & excursion tours

6.3.5 Library, ICT and physical infrastructure / instrumentation

ICT facilities and other tools:

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 user's 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-journal	We purchased the N-list program developed by INFLIBNET Ahmadabad. By this program users access near about 3900 e-journals and 70000 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. Remote access to INFIBNET.
Library Automation	The library is partially/fully automation.
Total Number of Computers for public access	Two
Total Number of printers for public access	Two
Internet Band width/ Speed	7.2 Mbps.
Institutional Repository	Library stock on first floor.
Content Management System for e-learning	Google and other search engine-list, N-List.
Participate 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.

6.3.6 Human Resource Management

> The institute utilizes human resource by vertical and horizontal method   for the development;
> - Skilled faculty members are deputed in different committees according to their potential.
> - Based on work load, qualified staff is recruited as per the guidelines provided by the university, UGC and 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 by students' participation.
> - Students are sent for various competitions by selecting them through the vigorous college level competitions like debating, interview, group discussion, quiz contest and oratory.

6.3.7 Faculty and Staff recruitment

> Well qualified & required staff is recruited as per sanctioned by concern authority The UGC , University & Govt. of Maharashtra Norms are followed strictly. Two teachers are promoted on the post of 'Professor'.

6.3.8 Industry Interaction / Collaboration

> ----

6.3.9 Admission of Students

> - Admission counselling committee is appointed every year guides students for proper course selection.
> - Online admission procedure is made available for students from this 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 consulting with the guide develops a research proposal and synopsis and has to appear for interview 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 teachers 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 | Yes | No | -- |

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	• N.M.U • NAAC Assessment visit	Yes	IQAC
Administrative	Yes	J.D.Jalgaon	Yes	Auditor

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

For UG Programmes   Yes | Yes | No | -- |

For PG Programmes   Yes | 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.
- The appointment of Examiners, Paper Setters, Moderators, Practical Examiners, Flying Squads, Senior Supervisors etc. are made through online mode.

- Implementation of 60:40 pattern with MCQ based term end examinations in University departments

- There is a Credit and Grade Point Assessment (CGPA) system adopted 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 affiliation system with university, we are good followers, there is a little scope for college to introduce its own examination 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:
  1. Special assessment test before internal and university semester examination.
  2. Evaluation through the seminars, projects, posters, home assignments, aptitude tests in poetry.
  3. Online objective pattern test, open book examination.
  4. Participation in extra-curricular activities.

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

University has provision for autonomy to the institution.

6.11 Activities and support from the Alumni Association

- The alumni extended their help in employment of the students and support in the various projects and activities.

6.12 Activities and support from the Parent – Teacher Association

- Parent – Teacher Association have been not constituted. Effort will be made to constitute Parent – Teacher Association. The Parent-Teachers meetings at the departmental level are organised.

6.13 Development programmers for support staff

- Computer literacy programme organised for updating to staff

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

- Healthy environment in the campus is conducive for the effective learning. Hence, the College proposes to develop the pollution free green campus, which will result into enriched plant biodiversity.
- Rain water Harvesting
- Botanical Garden
- Flora & Fauna protection by Tree plantation
- "VAN SHREE" Awards won by College

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.

> The college has organised mock NAAC peer team visit to all the Departments of the College to assess the progress.
>
> The college commenced new courses in T. Y .B.Sc Botany and Mathematic, M.SC Physics, SYBA Hindi at Special Level.
>
> The buildings are constructed for classrooms

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

> 1] Science Laboratories are strengthened by purchasing sophisticated equipments
>
> 2] Upgraded ICT infrastructure
>
> 3] Academic Calendar is prepared and teaching Faculties have submitted the teaching Plans for the effective functioning.
>
> 4] The Feedback has been monitored and Remedial classes arranged.
>
> 5] Organized the State Level Oratory Competition.
>
> 6] Organized the various lectures on the subjects like Environmental Awareness, Cyber-crime, Malnutrition, Budget Analysis and Poster Presentation and Great Personalities Birth Anniversaries are celebrated by organizing speeches.
>
> 7] ATR is evaluated and most of the plans chalked in the beginning are executed successfully

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

> 1] Green Campus Healthy Campus
>
> 2] Labour Donation by Students and College Employees.
>
> 3] No Vehicles Day

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

7.4 Contribution to environmental awareness / protection

1] Tree Plantation in the campus is organised

2] Lectures on Biodiversity and Elocution Competition on Environmental Awareness are arranged.

3] Poster Presentation Competition is organised on the subject 'Save Mother Earth '

4] Environment is taught as the compulsory Subject in our college as per the University

7.5 Whether environmental audit was conducted?   Yes ☐   No | No |

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

Strengths:

- Leading College in the Rural Region
- Academic Programs Like B.A in English, Marathi, Politics, Economics and Hindi at Level.
- **No .   Ph. D Guide ... Ph.D Holder...   Ph.D Pursuing in the college**
- Non-Grant PG Programs: MA in English, Marathi, Political Science, Economics and M.Sc in Chemistry, Physics, Electronics, Zoology, Biotechnology and MBM.
- Digitalised Library Service

Weaknesses:

- Limited Consultancy Services.
- Research Limited to Some Departments
- Some Granted Posts are Vacant

Challenges:

- Placement opportunities must be enhanced.

Opportunities:

- Expansion of ICT based knowledge impartation.
- Collaboration and exchange programs with national and international institutions

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

1) Awareness Campaign for Water and Environment.
2) Health Awareness through Yoga.
3) Adoption of Student Centric e-Administration.
4) Construction of Swimming Pool, Auditorium and Shooting 1] Extension of Science, Commerce and Language Laboratories.
5) Establishment of ICT based Classrooms.
6) Faculty Recruitments
7) To secure Grants from UGC and other Funding Agencies under the various schemes heads.
8) M.SC in Physical Chemistry
9) M.SC in Applied Electronics
10) M.SC in Botany
11) Adoption of Innovative Teaching Models
12) Enrichments in Library Learning Resources
13) Establishment of Advance Research Facilities
14) Faculty Development for Quality Enhancement
15) Organisation of National and International conferences.
16) Research Collaboration and Networking
17) To Strengthen the Employment Cell, Competitive Centre, Dr. Babasaheb Ambedkar Research and Study Centre, Mahatma Gandhi Research and Study Centre, and Pandit J. Nehru Research and Study Centre

(Prof. Dr. A. L. Chaudhari)   *(Dr. S. K. Borse)*

Signature of the Coordinator, IQAC   *Signature of the Chairperson, IQAC*

MGSM's Arts, Science & Commerce College Chopda Dist. Jalgaon Maharashtra
Academic Calendar for AY 2014-15

Month	Week	Activities
May 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Admission committee meeting ➢ Printing of Brochures and Prospectus ➢ Summer vacation
June 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Counseling 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
July 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Organizing departmental meetings ➢ Holding welcome functions for students ➢ Principal address for FY students ➢ Admission for PG Classes ➢ Proposal of earn and learn scheme ➢ Selection of NSS/NCC students
August 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Beginning of PG classes ➢ Independence Day celebration on 15th August. ➢ Spoken English course ➢ Students Council Elections
September 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Teachers Day Function -5th September. ➢ Celebration of International literacy Day-8th September ➢ Health check up for all students ➢ Internal exams held by all departments in the last week ➢ Seminars and guest lecturers to be held by various departments ➢ Celebration of NSS day -24th September. ➢ IQAC meeting

October 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Gandhi Jayanti Celebration -2nd October. ➢ Elocution Competition ➢ 1st Term examination to be held by University ➢ Alumni Meet / Parent's Meet ➢ Term end meeting
November 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Diwali Vacations ➢ Departmental Meetings for Commencement of Second Term ➢ Preparation of Time Table for second term
December 2014	1st Week 2nd Week 3rd Week 4th Week	➢ Blood donation camp on Anniversary of Ex-Education Minister Akkasaheb Sharachchandrika Suresh Patil. ➢ Study Tour, Industrial Visits and excursions of various departments ➢ NCC/NSS Winter Camp ➢ IQAC meeting
January 2015	1st Week 2nd Week 3rd Week 4th Week	➢ Study Tour, Industrial Visits and excursions of various departments ➢ College/State level seminar ➢ Annual College Gathering ➢ Annual Prize Distribution ➢ Yuwati Shabha
February 2015	1st Week 2nd Week 3rd Week 4th Week	➢ 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.
March 2015	1st Week 2nd Week 3rd Week 4th Week	➢ Farewell party to Final Year students ➢ World Women Day celebration- 8th March ➢ Practical examination begin ➢ University Examination begin ➢ IQAC meeting
April 2015	1st Week 2nd Week 3rd Week 4th Week	➢ University Examinations ➢ Planning Committee meeting for next academic year ➢ Assignment of work load and advertisement for new posts ➢ Meeting on College Magazine *Sharbhang*

Annexure II

UG & 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)

10) Optional English

Science: -   1)Physics   2) Chemistry   3)Electronics   4) Zoology   5) Botany

6) Mathematics7) Computer Science   8) Microbiology   9) Biotechnology

(7 to 9 self financed)

Commerce: - 1) B.Com   2) BBA   3) BCA   (2 & 3 self financed)

PG:-

Arts: -   1)Marathi   2) English   3) Political Science 4) Geography   5)Economics

(All are Self financed)

Science: -   1) Chemistry   2) Zoology   3) Computer Science   4) Microbiology

(All are self financed)

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:-   Functional English

Advanced Diploma:-   Functional English

YCMOU: -   BA, B Com, MLT.

Annexure-III

Best Practice-1

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

2. Goal:

      a. To keep the Campus green and clean

      b. To grow more trees with variety

      c. To help biodiversity conservation

      d. To protect aesthetic values of students and staff of our institution

      e. To stimulate eco consciousness among students

3 Context:-

      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 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 staff and on Sunday 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.S.K. Borse

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 Practice-2

1. Title of the Practice: 'Faculty with students'

2. Goal:

   a) Teachers are encouraged to counsel their students for the academic studies in the college campus.
   b) To make teaching & learning more effective & student centric
   c) To make students more confident & aware about their career

3 Context:-

MGSM's Arts, Science and Commerce College, Chopda is established in 1969 at Chopda Tashil of Jalgaon District, Maharashtra. It is situated at the foothills of Satpuda mountain range. Bulk of the population in the adjoining area is comprises of poor farmers and tribal. This institute is the first of its kind to provide educational facilities. We had deliberations over this issue & decided to initiate various academic facilities to groom students for competitive world.

4 The Practice:-

The college has evolved a practice to meet demands of admitting poor students for various academic & competitive examinations by providing platform with this scheme 'Faculty with students'. These students are provided night library facility & teachers are made available for extra coaching. We have organized various workshops like NET/ SET, MPSC, Banking & other competitive examinations for the students.

5 Evidence of the Success

Due to this activity, students are more employable & well versed with various skills. This program benefits students so much. Parents' feedback was also positive. They are eager to admit their ward for these activities irrespective of time constraints.

6. Problem encountered and Resources Required:

For smooth & successful conduction of this activity students interest is mandatory. At the initial stage it has been observed that they lack self-motivation which is prerequisite for any type of learning. Power problems have been faced due to load shading in the state but this problem has been solved by providing diesels Generator.