

**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.mgsmascollegechopda.org](http://www.mgsmascollegechopda.org)



**ANNUAL QUALITY ASSURANCE REPORT  
2013-14**

**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, 2012 to June 30, 2013)

### Part – A

#### I. Details of the Institution

1.1 Name of the Institution

Mahatma Gandhi Shikshan Mandal's- Arts,Science and Commerce College,Chopda Dist.Jalgaon

1.2 Address Line 1

Yawal Road-Chopda Dist.Jalgaon

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:

Prin.Dr.D.D.Patil

Tel. No. with STD Code:

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 **NAAC Track ID** (*For ex. MHC OGN 18879*)

1.4 **NAAC Executive Committee No. & Date:**   
(*For Example EC/32/A&A/143 dated 3-5-2004.*  
*This EC no. is available in the right corner- bottom*  
*of your institution's Accreditation Certificate)*

1.5 Website address:

Web-link of the AQAR:

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

### 1.6 Accreditation Details

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Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 <sup>st</sup> Cycle	B+	2.75	2004	2009
2	2 <sup>nd</sup> Cycle	B	2.50	2013	2019
3	3 <sup>rd</sup> Cycle				
4	4 <sup>th</sup> Cycle				

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

01/01/2006

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

2013-2014

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

- i. AQAR 24/12/2013 (DD/MM/YYYY)
- 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

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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)

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

University with Potential for Excellence  UGC-CPE

DST Star Scheme  UGC-CE

UGC-Special Assistance Programme  DST-FIST

UGC-Innovative PG programmes  Any other (Specify)

UGC-COP Programmes

## 2. IQAC Composition and Activities

2.1 No. of Teachers	<input type="text" value="9"/>
2.2 No. of Administrative/Technical staff	<input type="text" value="4"/>
2.3 No. of students	<input type="text" value="2"/>
2.4 No. of Management representatives	<input type="text" value="2"/>
2.5 No. of Alumni	<input type="text" value="2"/>
2.6 No. of any other stakeholder and Community representatives	<input type="text" value="4"/>
2.7 No. of Employers/ Industrialists	<input type="text" value="2"/>
2.8 No. of other External Experts	<input type="text" value="2"/>
2.9 Total No. of members	<input type="text" value="27"/>
2.10 No. of IQAC meetings held	03
2.11 No. of meetings with various stakeholders:	No.3 <input type="text" value="3"/> Faculty <input type="text" value="2"/> Non-Teaching Staff <input type="text" value="3"/> Students <input type="text" value="3"/> Alumni <input type="text" value="3"/> Others <input type="text" value="3"/>
2.12 Has IQAC received any funding from UGC during the year?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
If yes, mention the amount	<input type="text" value="3 Lacks"/>
2.13 Seminars and Conferences (only quality related)	
(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC	
Total Nos.	<input type="text" value="0"/> International <input type="text"/> National <input type="text"/> State <input type="text"/> Institution Level <input checked="" type="checkbox"/>
(ii) Themes	<input type="text" value="API"/>

2.14 Significant Activities and contributions made by IQAC

- Motivated Faculty for UGC Schemes like MRP, Seminar, Symposia , Workshops Quiz &Poster competitions
- Encourage Students for participation in Avishkar, a scientific feast for students.
- Preparation of proposals for RUSA, COC, 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
<ul style="list-style-type: none"> <li>• To start various specializations at UG &amp; PG level</li> <li>• Promote the staff for Effective utilization of E.-Class room</li> <li>• Encouraged staff for UGC schemes like MRP</li> <li>• Encourage Students for participation in Avishkar a scientific feast</li> </ul>	<p>Started UG- T.Y.B.Sc- Botany, Mathematics, T.Y.B.A. Hindi, PG- M.Sc.- Physics</p> <p>Hundreds of E-Classroom lectures organized by staff for students</p> <p>Most of the faculty submitted the proposals &amp; got MRP &amp; some are in hands i.e. under process.</p> <p>48 students participated &amp; most of them selected for state level competition</p>

*\* Attach the Academic Calendar of the year as Annexure.*

2.15 Whether the AQAR was placed in statutory body

Yes  No

Management

Syndicate

Any other body

Provide the details of the action taken

## Part – B

### Criterion – I

#### 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	01(KNS)		
PG	12	01(Phy)		
UG	18			
PG Diploma	01			
Advanced Diploma	01			
Diploma	03			
Certificate	01			
Others	07			
<b>Total</b>	50			
Interdisciplinary				
Innovative				

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

##### (ii) Pattern of programmes:

Pattern	Number of programmes
Semester	37
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.

- All Courses follow Semester Pattern
- Job opportunities are mentioned in the syllabus

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

Dept. of Botany, Hindi, History,

## Criterion – II

### 2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	36+2	18	15	02+1(Principal)	02 Lib& Sport Dir

2.2 No. of permanent faculty with Ph.D.

36
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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	08						16		

2.4 No. of Guest and Visiting faculty and Temporary faculty

03-Geo		
--------	--	--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	09	34	16(W)
Presented papers	08	25	
Resource Persons		01(PSL)	

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

Innovative process adopted	Impact observed
<ul style="list-style-type: none"> <li>Teachers make effective use of LCD Projector, Laptops for effective teaching purpose &amp; for development of skills among students</li> <li>Smart Classroom, Interactive Board, Language &amp; social sciences laboratories used for teachings</li> <li>Project activity, field work, practical, exhibition Competitions &amp; Group discussion methods are used</li> <li>Internet facility is made available for each department so that study material can be made available to the students.</li> </ul>	<ul style="list-style-type: none"> <li>Helps students for effective &amp; clear understanding/learning</li> <li>Increases confidence level by group discussion method</li> <li>Field /Industrial visits provides opportunity to students actual first hand information about the field studies, Industrial processes, ecology &amp; environment.</li> <li>ICT techniques helps to develop further interest in subject understanding.</li> <li>Project work assignment getting clear understanding of subject knowledge</li> </ul>

<ul style="list-style-type: none"> <li>Faculty members are encouraged to attend Seminars/Syllabus framing workshops, STC to update themselves.</li> <li>Organised workshops on operational audio-visual appliances, Scientific instruments,</li> <li>PPT Impact of such innovative practices for students learning is observed</li> </ul>	
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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, Tutorails

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development

12

as member of Board of Study/Faculty/Curriculum Development workshop

2.10 Average percentage of attendance of students

75

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
Arts	1049	48.7	46.12	2.6	2.08	0.4
Com	543	66.80	20.42	7.21	4.55	0.97
Science	747	87.43	7.62	1.82	0.21	0.85

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.

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### 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	03
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	
Others	

### 2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	43			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

#### 3.2 Details regarding major projects

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

#### 3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number		05		
Outlay in Rs. Lakhs		9,23,000		

#### 3.4 Details on research publications

	International	National	Others
Peer Review Journals	16	06	
Non-Peer Review Journals	03	01	
e-Journals			
Conference proceedings	01	13	

#### 3.5 Details on Impact factor of publications:

Range

Average

h-index

Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	-	-	-	-
Minor Projects	2 yrs	UGC	7,85,000	5,80,000
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College	2 Yrs	University (VC Research)	1,38,000	93,000
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total			9,23,000	

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP  CAS  DST-FIST   
 DPE  DBT Scheme/funds

3.9 For colleges  
 Autonomy  CPE  DBT Star Scheme   
 INSPIRE  CE  Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

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

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

3.13 No. of collaborations International  National  Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency  From Management of University/College   
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	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   
 and students registered under them

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)—NIL---

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	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text" value="01"/>	International level	<input type="text"/>

3.23 No. of Awards won in NSS:

----- NIL -----

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.24 No. of Awards won in NCC:

----- NIL -----

University level	<input type="text"/>	State level	<input type="text"/>
National level	<input type="text"/>	International level	<input type="text"/>

3.25 No. of Extension activities organized

University forum	<input type="text"/>	College forum	<input type="text"/>
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="2"/>
		Any other	<input type="text" value="1"/>

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

- Blood Donation ,
- Shramdan
- Tree Plantation ( Vasundhara Abhiyan )
- 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

### 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 ( $\geq$ 1-0 lakh) during the current year.	06	01	UGC	03
Value of the equipment purchased during the year (Rs. in Lakhs)	16,19,159	1,59,000	-	17,59,159
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	23785	1710148	3619	401675	27404	2111823
Reference Books	26261	3414765	1041	444245	27302	3859010
e-Books	-	-	97000+	-	-	97000+
Journals	05	13500	10	4800	15	18300
e-Journals	-	-	3900	-	3900	-
Digital Database	-	-	-	-	-	-
CD & Video	280	-	12	-	292	-
Others (specify)	-	-	-	-	-	-

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#### 4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centers	Computer Centre's	Office	Departments	Others
Existing	145	77	√	-	-	11	54	03
Added	54	09	√	-	-	05	37	03
Total	199	86	-	-	-	16	91	06

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

<ul style="list-style-type: none"> <li>• Provided Internet access to each department (Students and Staff)</li> <li>• Seminar and cyber crime</li> <li>• Training to student about e-mail opening for student &amp; non teaching staff</li> <li>• Stock &amp; Commodity</li> <li>• E-Govt. programme for management students.</li> </ul>
---

#### 4.6 Amount spent on maintenance in lakhs:

i) ICT	-
ii) Campus Infrastructure and facilities	47,40,836
iii) Equipments	8,16,132
iv) Others	5,46,260
<b>Total :</b>	<b>61,03,288</b>

## Criterion – V

### 5. Student Support and Progression

#### 5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- Organisation of night library study programme for students
- Organisation of farewell for newly enrolled students
- Send-off function for final year UG & PG students
- Encouraged students for Competitive examinations

#### 5.2 Efforts made by the institution for tracking the progression

- Interaction with students for various activities like scientific Quiz& Poster competitions , Sports etc.
- Result analysis, Committees for monitoring overall performance of students.
- Informal feedback from students by applications/suggestion box

#### 5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1995	358	05	

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	1282	53.35		1121	46.56

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
560	118	118	1061	0	1857	390	140	150	1365	-	2045

Demand ratio

Dropout %

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 membership of the
- students in the beginning of the academic year.
- 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 Vichar Pariksha 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.
- A News paper Stand is available for the students for any hour of the day in the library premises.

No. of students beneficiaries

45

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 counseling and career guidance

SD-SEED Organized One day Training Program

No. of students benefitted

60

### 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
--	--	--	-- Chem dept./

### 5.8 Details of gender sensitization programmers

- College conducted Swayamsidhha work shop sponsored by NMU 100 girls benefitted by training of Karate, Knife & Sword skills for self defence.
- Personality development workshop for Girls/boys
- 

### 5.9 Students Activities

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

State/ University level  National level  International level

#### No. of students participated in cultural events

State/ University level  National level  International level

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

Sports : State/ University level  National level  International level

Cultural: State/ University level  National level  International level

### 5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	019	24,600
Financial support from government	987	34,32,640
Financial support from other sources		
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 NCS

### 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

<b>ICT facilities and other tools:</b>	
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 : <a href="http://www.mgsmascollegechopda.org">www.mgsmascollegechopda.org</a>
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

- Department of Computer Science has MoU with Global Tech Solutions; Nashik is provided on-job training.
- Prof. Dr. P. S. Lohar, Dept. of zoology had MoU's with Pattani Inland Research & Departmental Center, Department of Fisheries, Ministry of agriculture cooperatives, Govt. of Thailand Pattani-94160 Thailand 29/09/2011for research activities and publications. Research Collaboration with R & D of work hard Research Centre, Aurangabad
- The IDBI & Janta bank has linkage with the Dept. of commerce of our college for placements
- On job training is annually attended by MCVV students at firms of Nasik and Aurangabad.

### 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

### 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

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	Yes	IQAC
Administrative	Yes	J.D.Jalgaon	Yes	IQAC

6.8 Does the University/ Autonomous College declares 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.

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.

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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

Two Alumni meeting dated 20.10.2013 & 04.11.2013

Present Total number of Student 130 & 57 are Alumni members.

6.12 Activities and support from the Parent – Teacher Association

Palak sabha (Parent-Teacher meeting) organized for every year twice (24.11.2013 and 02.12.2013) by Principal & PTA

6.13 Development programmers for support staff

- Non teaching staff members Promoted for Skill development workshops every year.
- Computer literacy programme organised for updation to staff

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

### 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.

To facilitate a learner-centric environment for quality education and to acquire skill,-----number of Carrier Oriented Courses has been started and ----- students have been benefitted.

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

In beginning of the year, Academic calendar is prepared, teaching faculty submitted teaching plans. Its implementation and feedback have been monitored. Remedial classes arranged. ATR is evaluated.

- 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) Created awareness on environmental issues with ‘Green Campus – Healthy Campus’.
- 2) Teachers are encouraged to counsel their students for the academic studies in the college with the practice of ‘Faculty with students’.

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

7.4 Contribution to environmental awareness / protection

Tree plantation in the campus was organized, Lectures on biodiversity, Global warming and Climate change and environment conservation were organized by eminent faculty of the institution. Elocution competition on Environmental issues was organized.

7.5 Whether environmental audit was conducted?

Yes

No

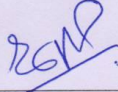
7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Yearly Alumni meeting, Efforts for reduction of CO2 emission in the campus,

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

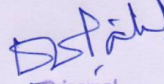
Environment audit, Proposed building construction, Alumni registration, Extension of research laboratories. Physics and Math at PG, Hindi at BA

Name Dr. R.M.Bagul



Signature of the Coordinator, IQAC

Name Dr. D.D. Patil



Principal  
Arts, Science & Commerce College  
Signature of the Chairperson, IQAC

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### **Annexure III : Best Practice-1**

**1. Title of the Practice : Green Campus – Healthy Campus’**

**2. Goal :**

- a. To keep the Campus green & Clean
- b. To grow more trees with variety
- c. To help biodiversity conservation
- d. To protect aesthetic value of students & staff of our Institution.
- e. To stimulate eco consciousness among students.

**3. Context: -**

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

**4. The Practice :-**

Plantation of different variety of trees . These plants are made available from forest & private nurseries at the onset of monsoon every year. These were successfully maintained by providing fertilisers. Irrigation facility & also decided to make ‘Shramdan’ every Saturday by staff & on Sunday by NSS volunteers for the maintainance of our campus.

**5. Evidence of the Success :-**

**Presidents of our institute got Vrikshamitra Award for development of green campus by Govt. Of Maharashtra.**

**6. Problems encountered and Resources Required :-**

No serious problems were faced.

**7. Contact details :-**

**Name of the Principal: Dr. D. D. Patil**

**Name of the Institution: - MGSM’s Arts, Science & Com. College, Chopda Dist.- Jalgaon**

**Pin Code: 425107.**

**Accredited Status: Grade ‘B’**

**Work Phone: 02586-220140**

**Web site: [www.mgsmasccollegechopda.org](http://www.mgsmasccollegechopda.org)**

**E-Mail:-**



### **Annexure III: Best Practice-2**

**1. Title of the Practice:- ‘Faculty with students’.**

**2. Goal :-**

- Teachers are encouraged to counsel their students for the academic studies in the college campus.
- To make teaching & learning more effective & student centric
- To make students more confident & aware about their carrier

**3. Context :-**

MGSM’s Arts, Science & Com. College, Chopda is established in 1969 at Chopda Tahsil 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 peasants & Tribals. 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. Various workshops like NET/SET, MPSC, UPSC, Banking & other competitive examinations were organised by the college.

**5. Evidence of Success. :-**

Due to this activity students are more employable & well versed with various skills. No. Of students are benifitted.from this initiative. Parents’ feedback was also positive. They are eager to admit their ward for these activities irrespective of time constraints.

**6. Problems encountered & Resources required :-**

For smooth & successful conduction of this activity students interest is mandatory. At the initial stage it has been observed that they lac self motivation which is prerequisite for any type of learning. Power problems have also been faced due to load shading in the state but this problem has been solved by providing 30 KV Diesel Generator.

**7. Contact details :-**

**Name of the Principal: Dr. D. D. Patil**

**Name of the Institution: - MGSM’s Arts, Science & Com. College, Chopda Dist.- Jalgaon**

**Pin Code: 425107.**

**Accredited Status: Grade ‘B’**

**Work Phone: 02586-220140**

**Web site: [www.mgsmasccollegechopda.org](http://www.mgsmasccollegechopda.org)**

**E-Mail:-**

**Abbreviations:**

CAS	-	Career Advanced Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution
UPE	-	University with Potential Excellence
UPSC	-	Union Public Service Commission

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