

**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



**ANNUAL QUALITY ASSURANCE REPORT
2015-16**

**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, 2015 to June 30, 2016)

1. Details of the Institution

Part – A

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

mgtsm_asc@yahoo.com

address Contact Nos.

02586-220140

Name of the Head of the Institution:

Prof. Dr. A. L. Chaudhari

Tel. No. with STD Code:

02586-220140

Mobile:

9423951209

Name of the IQAC Co-ordinator:

Mr. V. T. Patil

Mobile:

9403482577

IQAC e-mail address:

mgtsm_asc@yahoo.com

1.3 NAAC Track ID (For ex. MHECOGN 18879)

MHECOGN 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.mgsmascollegechopda.org

1.6 Accreditation Details

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

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

01/01/2006

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

2015-2016

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 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 14/10/2016
- 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)

1.12 Name of the Affiliating University (for the Colleges)

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	<input type="text" value="--"/>	DST-FIST	<input type="text" value="--"/>
UGC-Innovative PG programmes	<input type="text" value="--"/>	Any other (<i>Specify</i>)	<input type="text" value="--"/>
UGC-COP Programmes	<input type="text" value="--"/>		
<u>2.IQAC Composition and Activities</u>			
2.1 No. of Teachers	<input type="text" value="8"/>		
2.2 No. of Administrative/Technical staff	<input type="text" value="5"/>		
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="1"/>		
2.8 No. of other External Experts	<input type="text" value="2"/>		
2.9 Total No. of members	<input type="text" value="26"/>		
2.10 No. of IQAC meetings held	05		
2.11 No. of meetings with various stakeholders:	<input type="text" value="2"/>	Faculty	<input type="text" value="3"/>
Non-Teaching Staff	<input type="text" value="2"/>	Alumni	<input type="text" value="1"/>
Students		Others	<input type="text" value="--"/>

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. 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(MRP,VCRMS) & 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 best College (University level) etc.

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	Achivements
<ul style="list-style-type: none"> • Strengthening of Science Laboratories • Up gradation of ICT Infrastructure • Motivation of faculty to submit Major, Minor & VCRMS Research Projects • Encouraged Students for participation in Avishakr- A Scientific Feast • New PG Courses-MSc- Botany,Mathematics & Physical Chemistry 	<ul style="list-style-type: none"> • Strengthening of Science Laboratories by purchasing sophisticated equipments • Up gradated of ICT Infrastructure • Most of the faculties got MRP & VCRMS (* One Non teaching staff got VCRMS) • 09 Students, 03 Faculty and 01 Non teaching faculty participated for Avishakr

* 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		-	-
PG	11	-	11	-
UG	21	-	6	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	1	-	1	-
Certificate	3	-	2	3
Others	-	-	-	-
Total	42	--	20	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.

Criterion – II

2. Teaching, Learning and Evaluation

Total No. of permanent 2.1 faculty	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
	--	16	--	--	--	--	--	--	--	16

2.4 No. of Guest and Visiting faculty and Temporary faculty 04 -- 68

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	25	02
Presented papers	13	19	00
Resource Persons	--	--	--

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. • 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 	<ul style="list-style-type: none"> • 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.

<p>programs to update them.</p> <ul style="list-style-type: none"> Organised workshops on operational audio-visual appliances, Scientific instruments, PPT <p>Impact of such innovative practices for students learning is observed.</p> <ul style="list-style-type: none"> Audio-video Plays are displayed to the students of Marathi, English and Hindiliterature. 	<p>Video watching develops acting skills, pronunciations, communication ability and understanding of the subjects.</p>
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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, 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	198	16	12	16	02	46
B.Com	129	25	14	35	07	81
B.Sc.	214	37	07	20	03	67
BCA	15	66	00	22	00	88
M.A. Marathi	36	36	8	00	00	44
M.A. Economics	28	14	14	03	18	49
M.A. Political Science	33	15	15	00	00	30
M.A./MSC-Geography	08	12	50	00	00	62
M.Sc. Zoology	09	12	77	00	00	89
M.Sc. Microbiology	06	16	00	00	00	16
M. Sc Chemistry	22	00	00	00	00	00
M.Sc. Computer Science	03	33	00	00	00	33
M.COM	34	15	32	15	29	91

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

<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.	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	--	07
Technical Staff	33	16	--	60

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
- Organizing visits to research institutions
- Suggested authorities to strengthen research facilities Interdisciplinary Research collaboration Research
- Organising lectures by experts on various research areas and advanced topics

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	--	01	--	--
Outlay in Rs. Lakhs	--	2.70	--	--

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	06	14	--	02
Outlay in Rs. Lakhs	4.25	14.87	--	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	17	02	--
Non-Peer Review Journals	00	00	--
e-Journals	02	00	--
Conference proceedings	03	19	--

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	2 year	UGC	,70,000	2,10,000
Minor Projects	2 year	UGC	00	
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	2 year	BCUD, NMU Jalgaon	3,25,000	2,21,000
Students research projects (other than compulsory by the University)	--	--	--	--
Any other(Specify)	--	--	--	--
Total	--	--	5,95,000/-	4,31,000/-

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	--	02	--	--	--
Sponsoring agencies	--	Association	---	---	---

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

3.13 No. of collaborations =01 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
NA	NA	NA	NA	NA	NA	NA

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)-----

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:

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

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="02"/>
NCC	<input type="text" value="03"/>	NSS	<input type="text" value="01"/>
		Any other	<input type="text" value="--"/>

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 progrmme
- Save water campaign in association with Chopda MNC
- Public awareness for clean environment

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	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.	07	--	UGC	07
Value of the equipment purchased during the year (Rs. in Lakhs)	17.59	--	--	17.59
Others	--	--		--

4.2 Computerization of administration and library

All the departments of the college including the administration office, account office, exam cell, student support center 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	26785	2010148	600	501675	27385	2511823
Reference Books	28261	3614765	700	244245	28961	3859010
e-Books	--	--	9700	N-List	--	6000
Journals	05	13500	10	16,600	15	30,100
e-Journals	--	--	39000	6000	39000	6000
Digital Database	---	---	---	---	---	---
CD & Video	280	--	20	--	300	
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	199	86	180	--	--	16	91	06
Added	05	--	--	--	--	--	05	--
Total	204	86	180	--	--	16	96	06

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

All the departments of the college are fully computerized and most of the teachers and the staff members has 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	00.00
ii) Campus Infrastructure and facilities	13.00
iii) Equipment's	03.56
iv) Others	31.99
Total :	48.50

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.
- Newly enrolled students get additional information in the inaugural address by the principal and vice principals at the farewell party of each academic year regarding Student Support Services.
- Organisation of night library study programme for students
- Student Welfare Centre supports the students in participating and organising various activities and events
- 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
- Interaction with the students to organize various activities like scientific Quiz, poster competitions and sports

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
2162	332	16	0

(b) No. of students outside the state --

(c) No. of international students --

Men	No	%	Women	No	%
	1195	47.61		1315	52.39

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
798	162	140	1531	--	2631	732	153	126	1499	--	2510

Demand ratio 100 %

Dropout ratio 2%

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
- 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 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.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="01"/>	SET/SLET	<input type="text" value="04"/>	GATE	<input type="text" value="--"/>	CAT	<input type="text" value="--"/>
IAS/IPS etc	<input type="text" value="--"/>	State PSC	<input type="text" value="--"/>	UPSC	<input type="text" value="--"/>	Others	<input type="text" value="04"/>

5.6 Details of student counselling and career guidance

Career guidance and counselling centre of college provides counselling to students and community regarding family problems, personal 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

06

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
--	20	06	--

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 **(50 girls)** Benefitted by training of Karate, Knife & Sword skills for self-defence.
- Conducted effective One day workshop for personality development of girls under Yuvatisabha.
- On women's day arranged the different competitions especially for girls to demonstrate different hidden talent of the 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 other events-05

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	20	31200
Financial support from government	2007	Under process
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 taken 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 have a management Information System overment 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

Top management plays the crucial role in the administration of the college. 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 with the help of Teaching and non-teaching staff.

6.3.2 Teaching and Learning

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

- 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.
- Every department organizes a formal meeting to plan and execute teaching methodologies for effective teaching.
- The staff meeting is called at the beginning of the academic year, each teacher prepares teaching plans, and accordingly students are informed about conduct of theory and practical classes.
- 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.
- 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.

- 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-Principals & 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

- The Institute strictly follows the rules and regulations about the examination and evaluation prescribed by Affiliating University.

6.3.4 Research and Development

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

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 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. 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.

6.3.5 Library, ICT and physical infrastructure / instrumentation

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 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 counselling committee is appointed every year 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 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

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 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 examination

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:

- 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?

University has provision for autonomy to the institution.

6.11 Activities and support from the Alumni Association

Alumni's meet held on 30-01-2016

- 75 Ex-students were present
- Feedback of the students is taken and healthy discussion is done for the progress of the institute

6.12 Activities and support from the Parent – Teacher Association

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6.13 Development programmers for support staff

- Non-teaching staff members Promoted for Skill development workshops every year.
- Computer literacy programme organised for updating to staff
- Support staff attended various workshop

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.

- The college organized mock NAAC peer team visit to all the departments of the college to assess the progress.
- Updated versions of Teacher Daily Record Diary have been issued to synchronize documentation of work done and assess the progress made

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

- . Introduced 03 Certificate Career Oriented Courses, 01 Diploma courses and one Advanced Diploma course
- Strengthened Science laboratories by purchasing sophisticated equipments
- Upgraded ICT infrastructure
- Organized the National Level Conferences
- Organized Online quiz Competition

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

- Green Campus Healthy Campus.
- Budding Researchers Scheme

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?

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

Strengths:

- Yearly Alumni meeting, Efforts for reduction of CO2 emission in the campus.
- Academic programmes like Music subject for B. A. Students.
- Introduced new academic programme Defence Studies.

Weaknesses:

- Limited Consultancy Services.
- Research limited to some departments

Challenges:

- Placement opportunities must be enhanced

Opportunities:

- Expansion of ICT based knowledge management
- Collaboration and exchange programmes with national and international institutions



(Mr. V. T. Patil)
Signature of the Coordinator, IQAC
Coordinator, IQAC
Arts.Science & Comm College
Chopda Dist-Jaigaon-321 107, MS)



(Prof. Dr. A. L. Chaudhari)
Signature of the Chairperson, IQAC
Chairman, IQAC

Annexure-I
MGSM's Arts, Science & Commerce College Chopda
Dist. Jalgaon Maharashtra
Academic Calendar for AY 2015-16

Month	Week	Activities
May 2015	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Admission committee meeting ➤ Printing of Brochures and Prospectus ➤ Summer vacation
June 2015	1st Week 2nd Week 3rd Week 4th 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 2015	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Organizing departmental meetings ➤ Holding welcome functions for students ➤ Selection of NSS/NCC students ➤ Admission for PG Classes ➤ Proposal of earn and learn scheme ➤ Students Association
August 2015	1 st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Independence Day celebration on 15th August. ➤ Group Discussion on Economic issues ➤ Students Council Elections ➤ Beginning of PG classes
September 2015	1st Week 2nd Week 3rd Week 4th 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 exams 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 2015	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Gandhi Jayanti Celebration -2nd October. ➤ Elocution Competition ➤ 1st Term examination to be held by University ➤ Alumni Meet / Parent's Meet ➤ Term end meeting Workshop/Guest lecture/Seminar
November 2015	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Diwali Vacations ➤ Departmental Meetings for Commencement of Second Term ➤ Preparation of Time Table for second term
December 2015	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ 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 about documentation ovarious program.
January 2016	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Study Tour, Industrial Visits and excursions of various departments ➤ College/State level seminar ➤ Annual College Gathering ➤ Annual Prize Distribution ➤ Yuwati Shabha
February 2016	1st Week 2nd Week 3rd Week 4th 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 ➤ <i>Marathi Rajbhasha</i> day celebration ➤ National Science day celebration-28th February. Poster presentation,Seminar and Quiz contest
March 2016	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ Farewell party to Final Year students ➤ World Women Day celebration- 8th March ➤ Practical examination begin ➤ University Examination begin ➤ IQAC meeting <ul style="list-style-type: none"> ➤ Budget discussion

April 2016	1st Week 2nd Week 3rd Week 4th Week	<ul style="list-style-type: none"> ➤ University Examinations ➤ Planning Committee meeting for next academic year ➤ Assignment of work load and advertisement for new posts ➤ Meeting on College Magazine <i>Sharbhang</i>
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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) Mathematics 7) 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 4) Microbiology 5)Physics
6) Electronics-All are self Finance

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,
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, Taching, non taching 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 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: Prof. Dr. A. L. Chaudhari

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 :- Title of the Practice: Faculty with students'

1. 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.