

**Mahatma Gandhi Vidyamandir's
Smt. Pushpatai Hiray Arts, Science & Commerce Mahila
Mahavidyalaya,
Malegaon Camp, Dist. Nashik**

**Annual Quality Assurance Report
(2014-2015)**

Submitted by

IQAC

**Smt. Pushpatai Hiray Arts, Science & Commerce
Mahila Mahavidyalaya,
Malegaon Camp, Dist. Nashik, Maharashtra**

Submitted to

**National Assessment and Accreditation Council
(NAAC)**

Bangalore (India)

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

AQAR for the year

2014-15

I. Details of the Institution

1.1 Name of the Institution

M.G. Vidyamandir's
Smt. Pushpatai Hiray Arts, Science & Commerce Mahila
Mahavidyalaya,

1.2 Address Line 1

Loknete Vyankatrao Hiray Marg Malegaon , Camp

Address Line 2

Taluka: Malegaon , District: Nashik

City/Town

MALEGAON

State

MAHARASHTRA

Pin Code

423105

Institution e-mail address

sphmcollege@gmail.com
prinsphmcollege@gmail.com

Contact Nos.

(02554) 250827 ; 253241

Name of the Head of the Institution:

Dr. Ujjwala S. Deore

Tel. No. with STD Code:

(02254) 250827

Mobile:

9911037604

Name of the IQAC Co-ordinator:

Dr Bharathi S.Khairnar

Mobile:

9960651582

IQAC e-mail address:

drkhairnarbharti@gmail.com

1.3 **NAAC Track ID** (For ex. MHCOGN 18879): **MHCOGN10511- Smt. Pushpatai Hiray Arts, Science & Commerce Mahila Mahavidyalaya, Malegaon Camp**

1.4 Website address:

www.sphmcollege.com

Web-link of the AQAR:

<http://sphcollege.com/AQAR2014-2015>

1.5 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	--	Jan- 2004	--
2	2 nd Cycle	B	2.74	Feb- 2014	May-2019
3	3 rd Cycle	--	--	--	--
4	4 th Cycle	--	--	--	--

1.6 Date of Establishment of IQAC:

15/04/2004

1.7 **AQAR for the Year:**

2014-15

1.8 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 2010-11 (09/09/2011)
- ii. AQAR 2011-12 (28/09/2012)
- iii. AQAR 2013-14 (08/05/2013)
- iv. AQAR 2013-14 (18/09/2014)

1.9 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 ☐

1.10 Type of Faculty/Programme

Arts ☒ Science ☒ Commerce ☒ Law ☐ PEI (Phys Edu) ☐

TEI (Edu) ☐ Engineering ☐ Health Science ☐ Management ☐

Others (Specify)

1.11 Name of the Affiliating University (*for the Colleges*)

Savitribai Phule Pune University

1.12 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

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and
community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

- Motivation of students to participate in S.P pune university zonal level Avishkar competition
- Facilitating sharing of resource and spreading smooth conduction of various students training programs
- Motivation towards research oriented activities
- Meeting with Alumni and parents
- Grievance redressal cell
- Career Guidance cell
- Internal audit conducted by IQAC

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"> To equip all departments with computer and internet facility To motivate teachers for submitting research projects To procure additional books and Journals for central library Planting more trees and aiming towards green campus Organising more environmental awareness programs To encourage faculty to present papers at seminars and conference in India and abroad To encourage faculty to participate in faculty development programs arranged by various central and state agencies Construction of Multi-purpose Hall 	<ul style="list-style-type: none"> Partially achieved Partially achieved Achieved Achieved Achieved Encouraged and partially achieved Achieved Under construction

* Attach the Academic Calendar of the year as Annexure.

2.16 Whether the AQAR was placed in statutory body Yes ☒ No ☐

Management ☒ Syndicate ☐ Any other body ☐

Provide the details of the action taken

AQAR was approved by the management for submission to NAAC office

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	--	--	--	--
PG	03	--	03	--
UG	15	--	--	--
PG Diploma	--	-	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	18	--	--	--
Interdisciplinary	01	--	--	--
Innovative	--	--	--	--

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	08
Trimester	--
Annual	10

1.3 Feedback from stakeholders*

(On all aspects)

Alumni ☐ Parents ☐ Employers ☐ Students ☒

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.

As per the university guidelines introduction of the revised syllabus for second year B.A / B.Com and B.Sc. and P.G. Courses

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

NO

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
45	30	15	Nil	--

2.2 No. of permanent faculty with Ph.D.

18

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
--	05	--	--	--	--	--	--	--	05

2.4 No. of Guest and Visiting faculty and Temporary faculty

04

--

--

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	04	25	1
Presented papers	14	23	--
Resource Persons	--	--	--

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

- Power point presentation , Access to e- books, conducting tutorials and tests, excursions and educational tours arranged for the direct exposure to techniques, field visits.

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

227

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

- Introduction of the Credit and Semester/ Grading system for P.G programs.
- Introduction of Bar code system to maintain the transparency in the assessment of answer papers.
- Photocopy of the assessed answer books is issued to the students on demand.
- Double evaluation of the answer paper on the demand of students.

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

03

03

10

2.10 Average percentage of attendance of students

85%

11 Course/Programme wise

distribution of pass percentage : (Final Year Students)

Title of the Programme	Total no. of students appeared	Division					
		Distinction %	I %	II %	III %	Total Pass	Percentage %
B.A	160	02	29	26	03	60	37.50%
B.Com	56	00	06	15	05	26	46.42 %
B.Sc.	104	26	16	01	00	43	41.34
M.A Marathi	08	00	08	00	00	08	100%
M.A Hist.	11	00	11	00	00	11	100%
M.A Music	12	01	11	00	00	12	100%

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

- The prospective plans and policies for various activities has been derived by the IQAC and it has been proposed to various departments for the calendar year.
- The IQAC in consultation with the Principal holds formal and informal dialogues with the faculty members and frames the agenda to be carried out.
- The IQAC monitors the execution of activities proposed by it for various departments and reviews it annually.
- Comprehensive review of students' performance , efficient use of infrastructure facilities and academic activities is done.

- Soft skill development program is arranged for the final year students.
- Remedial coaching classes for SC/ST/OBC and minority students (first year Arts/Comm./Sci.) in the subjects of English, Mathematics, Statistics, Economics and Accountancy are held.
- Weekly lectures for the preparation of competitive examinations are arranged.
- Term wise teaching plans prepared by each concerned teacher are checked and implementation of the plan is verified by the concerned HOD.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programs</i>	<i>Number of faculty benefitted</i>
Refresher courses	15
UGC – Faculty Improvement Programs	--
HRD programs	02
Orientation programs	05
Faculty exchange programs	--
Staff training conducted by the university	--
Staff training conducted by other institutions	02
Summer / Winter schools, Workshops, etc.	06
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	15	01	Nil	Nil
Technical Staff	01	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

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

The college has an Academic Research cell (ARC) which in collaboration with IQAC acts as support and enabling system for faculty to pursue their research career successfully along with teaching. The ARC comprise of research co-ordinators one from humanities and one from Com. and Sci. and few faculty who have an aptitude for research and those who can provide guidance for faculty to pursue research are selected as its members, The IQAC has helped the individual faculties in successfully completing International/National/State/Regional Seminars/Conferences/Workshops/training programs and Symposia.

3.2 Details regarding major projects

	Completed	On going	Sanctioned	Submitted
Number	--	--	--	--
Outlay in Rs. Lakhs	--	--	--	--

3.3 Details regarding minor projects

	Completed	On going	Sanctioned	Submitted
Number	01	02	01	02
Outlay in Rs. Lakhs	1,20,000	2,30,000	1,25,000	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	15	01	--
Non-Peer Review Journals	01	02	--
e-Journals	--	02	--
Conference proceedings	01	22	--

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	2014-15	BCDU- SPPU	2,30,000 Rs	1,15,000 Rs
Interdisciplinary Projects	--	--	--	--
Industry sponsored	--	--	--	--
Projects sponsored by the University/ College	--	--	--	--
Students research projects (other than compulsory by the University) "Avishkar")08, 05	2014-15	Institution	10,000 Rs	10,000 Rs
Any other(Specify)	--	--	--	--
Total	--	--	2,40,000 Rs	1,25,000 Rs

1,25,000 Rs

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

03

Chapters in Edited Books

06

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	--	--	--	--	--
Sponsoring agencies	--	--	--	--	--

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

06

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

2.3 lakh

From Management of University/College

1.5lakh

Total

3.80 lakh

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
--	--	--	--	--	--	--

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

05

18

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

02

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: 200

University level

200

State level

--

National level

--

International level

--

3.22 No. of students participated in NCC events: Nil

University level

--

State level

--

National level

--

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	03	
NCC	--	NSS	10	Any other 02

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

- Seven Day Residential Camp was organised at an adopted village near Dabhadi-Rokdoba.
- Tree plantation and its nurturing was undertaken.
- Rallies on female foeticides, road safety awareness and youth rallies were arranged.
- Cleanliness campaigns and health awareness programs were arranged.
- Women empowerment programs were arranged.
- Participation in Young Inspirators Network program arranged by Sakal Newspaper group.
- A One day payment is given to drought relief fund.

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	3.5 acres	--	--	3.5 acres
Class rooms	15	--	--	15
Laboratories	07	00	--	07
Seminar Halls	01	00	--	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	27 computer, 42 Sports	4 computers, 4 sports equipment's.	BCUD	31 46

Value of the equipment purchased during the year (Rs. in Lakhs)	--	1 lakh 99281 Rs	BCUD	1,99,281 Rs
Others	--	--	--	--

4.2 Computerization of administration and library

- All financial activities and admission process are computerized.

4.3 Library services:

	Existing 2013-14		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	6816	466517/-	192	24470/-	7008	490987/-
Reference Books	8641	2388490/-	526	169706/-	9161	2558196/-
e-Books	84	--	--	--	--	--
Journals	70	21405/-	59	13300/-	129	34705
e-Journals	--	--	--	--	--	--
Digital Database	--	--	--	--	--	--
CD & Video	160	31396	--	--	160	31396
Others (specify)	--	--	--	--	--	--

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	27	01	17	09	01	01	15	01
Added	04	00	00	00	00	00	00	00
Total	31	01	17	09	01	01	15	01

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

- The college has maximized the usage of ICT in most of its functional units involved in teaching, learning, administration and governance. Computer literacy and information communication technology (ICT) has been an integral part of almost all the departments. Computers with internet facility have been made available in all departments and library as recommended by NAAC. Few departments have been equipped with fixed and portable LCD projectors for effective dissemination of curriculum.

4.6 Amount spent on maintenance in lakhs:

i) ICT

--

ii) Campus Infrastructure and facilities

--

iii) Equipments

--

iv) Others

--

Total :

Nil

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- The students' progression towards higher level of education and employments is the priority of the institution. The college tracks this progress through career and guidance cell and individual department. To achieve this we have:- 1) college website 2) College prospectus 3) Notice board 4) Parent- teachers meeting 5) Communication with students representative by IQAC.

5.2 Efforts made by the institution for tracking the progression

The attempts made by the institution for tracking the progression of the students

- Free of cost computer with internet access made available.
- Students are guided to participate in the Avishkar research festival and other outdoor competitions.
- Remedial coaching is provided to SC/ST/OBC and minority students.
- Students are guided for participation in state and National level debate competitions.
- Visits to various industries and educational tours are arranged.
- Formal and informal communication with alumni.
- Record of LC/TC/ Migration is maintained.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1374	49	Nil	Nil

(b) No. of students outside the state

--

--

(c) No. of international students

Men	No	%	Women	No	%
	--	--		1330	100

Last Year (2014-15)						This Year(2015-16)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
480	140	70	682	02	1423	479	129	48	636	00	1292

Demand ratio 1:1 Dropout 9.5 %

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

- Extra consultation time is allotted for students by concerned teachers.
- Counselling of students by experts.
- Campus interviews in bank recruitment programs is arranged.
- Nirbhay kanya abhiyan (Special Guidance to girl students for self-protection) is arranged.

No. of students beneficiaries

200

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

- Established competitive examination cell and counselling centre (Department of Psychology)
- Two lectures per week are arranged on career guidance for the students.
- Counselling centre provides personal counselling, marital counselling, educational counselling, child development counselling etc.

No. of students benefitted

230

5.7 Details of campus placement : Nil

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
--	--	--	50

5.8 Details of gender sensitization programmes

- Road show on female foeticide.
- Health awareness and female nutrition programme.
- Nirbhay kanya (self defence) campaign.
- Any issues related to girl students are immediately addressed by the women's cell and college management.

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	Nil	Nil
Financial support from government (Scholarship + freeship)	846	4128082 Rs
Financial support from other sources (University)	299	1,44,965 Rs
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

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

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision statement

“To impart quality education for the all round development of the women through excellence in knowledge, value education, and to make girl students globally competent and empowered”

Mission Statement

“To impart educational facilities to the women and to conduct welfare schemes for Tribal, Economically and Especially backward students.”

6.2 Does the Institution has a management Information System

1. Administrative procedure

- a. Daily rough cash book ,personally checked by accountant and principal
- b. Pre-planned administrative feedback meeting
- c. IQAC, LMC and governing council meetings for feedback and decision making
- d. Periodic meetings of various committees and decision making there on.
- e. Departmental meeting on syllabus and feedback correction

2. Student Admission

- a. Daily day end reports on admission status
- b. Parents meeting once in a year.

3. Students’ record

- a. Query based software used for maintaining students’ record.
- b. Monthly attendance record.
- c. Record of fees in installments and its recovery.

4. Evaluation and Examination procedure

- a. Existence of full-fledged examination committee and updated maintenance of concerned records.
- b. Periodic meetings of examination committee.
- c. In house central assessment program for quick feedback on evaluation.
- d. Moderation of papers at the border cases before declaration of results.

5. Research committee

- a. Active research committee for related administration and decision making.

6. UGC Plan committee

- a. A committee is formed to look after the submission of proposal and proper utilization of UGC funds obtained under development and other schemes.

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

6.3.1 Curriculum Development

As the college is affiliated to University of Pune, BOS develop the curriculum besides

- 03 faculty members have been working as BOS member.
- Faculty is actively participating in syllabus structuring & revision workshops.
- Regular feedbacks on curriculum development.

6.3.2 Teaching and Learning

- Preparing academic calendar.
- Submitting and following teaching plan.
- Guest lectures and seminars are arranged.
- Use of internet for teaching purpose and lectures by using ICT.
- Conducting unit tests, group discussions, home assignments, projects on real life data.
- Outdoor learning through educational trips, visits, excursions etc.
- Motivating students for research activities.
- Monitoring teaching process by IQAC
- Students feedback

6.3.3 Examination and Evaluation

- Centralized term end exam at institutional level.
- Centralized CAP and cross examination for assessment work.
- Revaluation facility and provision of Xerox copies of answer sheets.
- Internal credit tests for science faculty at each semester.

6.3.4 Research and Development

- Established research committee for inculcating research culture.
- Motivating teachers to submit Major and Minor projects of BCUD and UGC.
- Guiding staff for improving API through participation in conference, seminar
- Encourage students for participating in Avishkar research activities.
- Encouraged faculty to acquire M. Phil and Ph.D.
- Supporting faculty with study leaves, allowances.
- Improving library and laboratory facilities for research.

6.3.5 Library, ICT and physical infrastructure / instrumentation

- Most of the functioning of the central library is done with the help of Vridhhi software. OPAC service is used for searching the books.
- The college has its own canteen providing food at subsidized rate.
- Reading room facility for library.
- Improved ICT learning resources.
- Each science department is provided computer facility with internet.
- Provision of vehicle parking and better toilet facility.
- Better sports facility with a lady instructor
- Separate music department with good infrastructure.

6.3.6 Human Resource Management

- A student being a prime human resource, the college strives to develop this resource through variety of activities like, N.S.S., social and cultural activities, gymkhana activities, soft skill development programs etc
- Parents meeting
- Alumni
- Computer literacy for non-teaching staff.
- Development of teaching staff through refresher course, orientation course and workshop etc .
- Study leaves under UGC's faculty development program
- Arts , commerce , Science association

6.3.7 Faculty and Staff recruitment

The recruitment of the faculty and non-teaching staff is done on the basis of type of post created, strictly by following the rules and regulation laid down by the state government , University and UGC etc.

6.3.8 Industry Interaction / Collaboration

- Industrial visits are planned.
- Industrialists are invited to deliver lectures.
- Students are motivated to undertake research project based on industry

6.3.9 Admission of Students

- UG students are admitted as per the merit list.
- PG students are admitted on first come first serve basis.
- Admission process is computerized and online.
- Counseling of students for proper subject and career selection is done.

6.4 Welfare schemes for: to maintain the healthy relation and atmosphere in the college following facilities are made available for the teaching staff, non-teaching staff and students.

Teaching	<ul style="list-style-type: none"> • Staff annual gathering celebration • Assistance to avail loan facility through Dnyan mitra mandal of the college
Non teaching	<ul style="list-style-type: none"> • Uniforms and other safety gadgets
Students	<ul style="list-style-type: none"> • Free of cost computer and internet facility • Admission fees in installments • Financial aid through students welfare schemes • Facility of Earn while you Learn scheme

6.5 Total corpus fund generated

Nil

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	No	No	Yes	Principal
Administrative	No	No	Yes	IQAC

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

For UG Programmes

Yes

☐

No

☒

For PG Programmes

Yes

☐

No

☒

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

- The University of Pune has introduced credit based semester and grading system since 2011-12. Our college has implemented the system proactively. Bar code system is also introduced from the academic year 2013-14
- The management has introduced centralized term end exam at F.Y.B.A/B.Com/S.YB.Com/T.Y B.A/B.com

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

The university has recently introduced options for acquiring autonomous status for CPE ranked colleges.

6.11 Activities and support from the Alumni Association

The past students of the college working the diverse fields and major part of the alumni are house wives. They attend alumni meets regularly, so far we have not received any funding from them.

6.12 Activities and support from the Parent – Teacher Association

The college has introduced the concept 'parent- teacher'. A committee is formed to conduct their meets and convey the quality aspects to them like

- Attendance of students,
- Discipline in the campus,
- Academic results,
- Facilities available in the campus,
- Co-curricular and extra -curricular activities

6.13 Development programmes for support staf

The support staffs play a important role in the development of the institution taking into consideration their health and creation following activities have been introduced,

- Time bound allotted duties.
- Support of out- door sports participation.
- Participation in training programmes

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

The solid waste is disposed of properly. The college has botanical garden having lush of plants, and grass. Energy conservation through awareness and bicycle day once in a week. Drainage lines are covered. This makes the institution eco-friendly.

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.

- Earn and learn scheme
- Nirbhay kanya abhiyan (self defence)
- Internal academic audit conducted by IQAC
- Botanical garden with medicinal plants
- Counseling center for girls

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

- Guidance on SWOT analysis = Principal of the college provides guidance to staff
- Internal Academic Audit=carried out as per the plan
- To start certificate courses= * college has started some short term courses for girls, like beautician, cookery and Mehendi etc.
- Enhancing participation in Avishkar Research Festival-2014
= participated 08 research projects in Avishkar Research Festival -2014
- Frequent updating of college website as a tool of ICT.
= Regular notices, teachers profile are uploaded.

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

Annexure-III & IV

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

7.4 Contribution to environmental awareness / protection

Every year college organizes tree plantation programs in the college campus and the adopted village at Rokdoba during N.S.S. Camp. The department of Botany looks after the botanical garden in the college campus. The college faculty makes the people aware of the role of trees in the survival of the living things, during the N.S.S camp and else- where. The trees in the college campus are counted and the name plates are tucked on it. The college conducts green audit. Two supervisors look after the campus.

The college observes no vehicle day. Earn while you learn division of the college maintain the cleanliness of the campus. The department of Zoology launched vermiculture project for solid waste management. The University of Pune has started compulsory Environmental Awareness Course for S.Y.B.A/B.Com/B.Sc. students

7.5 Whether environmental audit was conducted?

Yes

☐

No

☒

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

Strength:

- Significant student support activities and related cultural activities
- Motivating research activities.
- Remedial coaching classes for SC, ST, OBC, and Minority students.
- The first college under University of Pune jurisdiction offering Music at UG level and the only college to offer education in Music at PG level.
- Students are active in extra-curricular activities.

Weaknesses:

- Less flexibility in career options.
- Non-grant P.G course.
- Students with low merits from regional medium.
- Poor communication skills in students.

Opportunities:

- Full Automation of library.
- More number of minor/ Major research projects.
- Subscription to more journals.
- Training for faculty and non-teaching staff.
- Increase in number of publication of paper in good journals.

Challenges:

- To attract meritorious students.
- Winning participation in international and national level events.
- To increase the number of university rankers.

8. Plans of institution for next year

- To organize community development programs
- To procure additional books and journals for central library.
- To plant more trees to aim towards green campus.
- To organize gender sensitization programs.
- To start P.G courses.
- To establish English Language Lab.
- To implement some new environmental awareness programs.
- To organize National /International Conferences/Seminars.
- To arrange campus beautification programs.
- To start certificate course and diploma courses in various subjects.

Name : Dr Bharti S.Khairnar

Name: Dr. Smt. Ujjwala Shivaji Deore

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Annexure I

**Mahatma Gandhi Vidyamandir's
Smt. Pushpatai Hiray Arts, Science & Commerce Mahila Mahavidyalaya,
Malegaon Camp, Dist. Nashik**

ACADEMIC CALENDER 2014-2015

JUNE

- 15th June Institution Flag Hosting
- Opening meeting with Principal
- 15th June to 30th June Admission Process
- 26th June Celebration of Anti-drug and Anti Addiction day
- Time-Table Preparation
- Distribution work load & Planning
- Departmental meetings with Principal every Friday
- Display and Distribution of FYB.A/B.Com/B.Sc Annual Exam Result
- Meeting about Plantation in the campus.
- Preparation of Result Summary of the Previous year

JULY

- Admission Process till 15th July
- 15th July to 31 July process of P. G. Admission
- 3rd July Celebration of Loknete Vyankatrao Hiray Death anniversary
- 11th July World Population Day
- 16th to 20 July _ Principals Address
 - _ Arts Faculty
 - _ Commerce Faculty
 - _ Science Faculty
- 26th July_ Rajashri Shahu Maharaj's Birth Anniversary
 - _ Social Justice Day
- 31st July Munshi Premchand Birth Anniversary
- Plantation of Medicinal Plants in the Botanical Garden by Department of Botany.
- Filling up Examination Forms of October/November
- Display and Distribution of SY/TYB.A/B.Com/B.Sc & M.A Result.
- Principals meeting with HODS every Friday
- Remedial Coaching Classes on each Sunday/ Holiday
- Fresher's welcome by T.Y. and S.Y. Students.
- Fresher's welcome at Spl. Level by Respective Students.
- Plantation of Various Plants in the campus.
- Practice and Various matches

AUGUST

- 1st August_ Birth Anniversary
Lokmanya Tilak
Annabhau Sathe
Birth Day Celebration
Dr. Apoorva Bhau Hiray's (M.L.A. M.L.C.) (Co-ordinator of Mahatma Gandhi Vidyamandir)
- 7th August _ Ravindranath Tagore Smurtidin
- 9th August _ Krantidin
- 15th to 24th August Parents and Alumni Meeting
- 15th August_ Celebration of Independence day
_NSS Activities, Tree Plantation
_NSS Volunteer Registration
- Inauguration of Competitive Exam Cell.
- Filling up Examination Forms of OCT/NOV
- Inauguration of counselling Cell.
- Display of Notice for Avishkar for students and faculty
- Meeting with staff for preparation of Major/Minor research projects.
- Organization of lecture for competitive Exam cell on each Wednesday & Saturday
- Inauguration of English Literary Association.
- Inauguration of NSS and Earn and Learn Scheme in last week of August
- Inauguration of Commerce Association
- Organization of Apoorva sur Malhar programme on the Occasion of Apoorvabhau Hiray Birth Day.
- Cleaning of College Campus by Botany Students, NSS and Earn and Learn Students.
- Sports practice and Various matches participate and organization

SEPTEMBER

- 5th Sept- Birth anniversary of Dr. Radhakrishnan and Teachers Day.
- 8th Sept- World Literacy Day
- 14th Sept. Hindi Day Celebration
- 1st Week- Inauguration of Science Association
- Inauguration of Social Science Association
- 2nd week- Election of students council & U.R
- 16th Sept- Ozone Day Celebration
- 3rd week- Inauguration of staff Academy
- Preparation of Internal Exam of Science Faculty
- 4th week - Celebration of NSS & organization of Health Check-up Camp
- 27th Sept - Tourism Day
- Regular Activities of NSS and Earn while Learn Scheme
- Death Anniversary of Pandit Bhatkhande & Birth Anniversary of Pandit Vishnu Digambar Paluskar
- Principals meet with HODS.
- Medical Check-up of First year students (FYBA/B.Com/B.Sc)
- Organization of Competitive Examination lecturers on each Wednesday & Saturday
- Cleaning and watering to plant.
- Sports practice and Various matches

OCTOBER

- 2nd October- Mahatma Gandhi Jayanti
Lal Bahadur Shastri Jayanti
- Practical Examination of Backlog students of Science Faculty
- Celebration of Mental Health Week by Department of Psychology.
- 15th Oct- World Blind Day
- 16th Oct- World Food Day
- 21st Oct- Cultural programme on the occasion of Institution's General Secretary Hon. Prashantdada Hiray Birthday
- Staff meeting regarding University Exam FY/SY/TYBA/B.Com/B.Sc& M.A
- Preparation of Avishkar research projects by the students.
- Guest Lecturer by staff Academy
- Guest Lecture by Social Science
- Principals Meeting with HOD
- Organization of Lecture on Competitive Exam at each Wednesday and Saturday.
- Question Paper Setting of Term End Exam
- Regular Activity of NSS and Earn and Learn
- Syllabus completion report submission
- Term End Meeting
- Sports practice and Various matches

NOVEMBER

- 6th November- Death Anniversary of Karmaveer Bhausaheb Hiray
- 18th November- Second term flag Hosting
- 28th November Mahatma Jyotiba Phule Smrutidin
- Principal Meeting with staff
- Sports practice and Various matches
- Swachh Bharat Abhiyan implemented in the college campus. All the teaching and non-teaching staff participated in this activity as per their turn every week

DECEMBER

- 1st Week- Term End Examination
- 1st December- Celebration of World AIDS Day
- 6th December- Dr. Babasaheb Ambedkar Mahaparinirvan Din
- 10th December- Celebration of Human Rights Day
- 3rd Week- Soft Skill Development programme (10 Day Workshop)
- Notification of College Magazine “Apoorva & Sampada”
- Audit of Examination Remuneration.
- 4th Week- NSS 7 Days Special Winter Camp.
- 4th Week- Study Tours and Visit to Industries
- 4th Week- Extra Mural Activities & Adult Education programme.
- 30th December- Birth Anniversary of Late Renuka Aaji Hiray
- Nirbhay Kanya Abhiyan
- Notification by Earn & Learn Scheme for the Scholarship of Economically Backward students and Savitribai Phule Scholarship.
- 25th December- Christmas Celebration
- Assessment of Term End exam B.A/B.Com/ answer sheets
- Regular Activities of NSS and Earn & Learn programme
- Participation in Avishkar Zonal Level and University Level Competition.
- Sports practice and Various matches

JANUARY

3rd January_ Savitribai Phule Jayanti

- CHEMIAD Exam Madhava Competition
- Statistics Quiz
- Distribution/Display of Oct/ Nov. Exam Result
- Rashtriya Yuva Saptah [National Youth Week] on the Occasion of Swami Vivekanand Jayanti

6th January_ Journalist Day

14th January Geography Day

- Filling up Annual Exam form held in March/April
- Preparation for State/ National Level Debate Competition organization at M. S. G. College Malegaon & LVH College Nashik
- Organization of Lecture on Competitive Exam on each Wednesday & Saturday
- “Jignyasa” Competitive Exam of Bendale Mahila College Jalgaon

26th January_ Flag Hosting _ Republic Day

- Sports practice and Various matches

FEBRUARY

16th February_ Death Anniversary of Maharaja Sayajirao Gaikwad

10th February_ Celebration of Foundation Day of University of Pune

17th February_ Death Anniversary of Smt. Renukabei Hiray

LAST WEEK_ Celebration of Various Days & Competition

- Competitions
 - Rangoli
 - Mehandi
 - Pak Kala (Cookeries)
 - Flower/ Arrangement
 - Handicraft Exhibition
 - Science Exhibition
 - Essay Writing
 - Various Quiz
 - Science Day
- Cultural Programme & Prize Distribution
- Preparation of Term End Result
- 27th February_ Marathi Rajbhasha Din/ World Marathi Day
- Organization of Lecture for Competitive Exam Cell on each Wednesday & Saturday
- NSS Regular Activities
- Preparation of Practical Examination
- 28th February_ National Science

MARCH

- 1st March_ Karmaveer Bhausaheb Hiray Jayanti
“ 1st March to 3rd March”
- 3 Day Lecture series organized by Institution - venue - Bhausaheb Hiray Samadhi
- Competitive Exam Guidance
- Practical Examination of B. A. /B. Com/ B.Sc
- Oral Examination of Department of English
- 8th March- International Women' Day
- 10th March- Savitrimata Phule Smrutidin
- 11th March – Maharaja Sayajirao Gaikawad Jayanti
- Dead stock Checking of all department
- 15th March- World consumer day
- Syllabus completion report submission
- College Audit submission of expenditure
- 4th Week- University Annual Examination
- Environmental Awareness- Project, Report Submission
- Annual Exam- Environmental Awareness S.Y.B.A./S.Y.B.Com/S.Y.B.Sc

APRIL

- Meeting with Principal about University Exam Answer sheet Assessment.
- Assessment of F.Y.B.A./B.Com/ University Exam answer sheets
- University Exam S.Y./T.Y.B.A./B.Sc./M.A.
- Publication of “ Apoorva Sampada” College Magazine
- Preparation of Booklist to be ordered in Next year.
- Filling of “ Self-Appraisal form”
- Students Feedback on courses taught.

Annexure-II

Feed Analysis

- Feedback on teaching has been a routine practice of IQAC. The feedback is taken for all undergraduate and post graduate programmes conducted in the college. The feedback is taken once in a year for all programmes
- The various parameters which teaching is assessed are : Communication skills, quality of teaching, subject knowledge, content and method of delivery, resourcefulness and readiness of teacher and accessibility and availability of teachers in College/ Department
- The students are asked to grade teachers on a scale of “A” to “D” where A being excellent and D being average. Apart from this the students also have to marks / assess the curriculum/ syllabus.
- A detailed timetable for execution of this programme is prepared by the IQAC. A circular is issued by IQAC detailing out the procedure on how and when to conduct the feedback.
- The feedback received by the IQAC is then assessed and analysed
- The results are discussed with the principal. Wherever improvement is needed, an interaction meeting is organized along with the teachers and Head of the Departments to discuss the feedback to seek improvement in teaching. Efforts taken by teachers to enhance the quality of their teaching are also appreciated
- The analysis of feedback for the year 2014-2015 revealed that some teachers have poor communication skills. Suggestions and recommendations were given to the teachers in the interaction meeting.
- However the overall efforts made on teaching in classroom and method and content of deliverables have been appreciated by the students

Title: Propagation of Learner Oriented Thinking**Goal-**

- To provide several opportunities to students which facilitate learning of life skills
- To promote independent thinking and learning abilities among girls students

The context-

The annual cultural events, the annual musical festival, the annual sports events and various departmental festivals provide a platform for students to bring out their leadership and managerial skills and other hidden talents. Students are actively involved in advertising, obtaining sponsorship and organizing the events on large scale. This enhances their interpersonal and communication skills. They also learn to deal with group hostilities, denials, failures and criticism with a positive attitude. Students through departmental associations organize various co- curricular activities such as seminars, workshops, exhibitions and various competitions like posters, projects, essay, poetry reciting, elocution and debate. This gives them an opportunity to share their knowledge and experience with peer, faculty, develops leadership qualities and enhances their potential in respective subject areas. Annual science exhibition and project competitions help students to develop innovative thinking. Floral decoration, hairstyle ,mehendi, cookery competitions, singing and dancing competitions arranged on the occasion of annual social gathering provide them a platform to come out with their innovative practices and hidden talents.

The Practice:-

The college provides several opportunities to students which facilitate learning of life skills. The annual cultural events sports events including departmental festivals are organized entirely by the students. These festivals provide a platform for students to bring out their leadership and managerial skills and other hidden talents students are the annual culture events the annual musical festival provide a platform for students to bring out their leadership and managerial skills and other hidden talents. Students are actively involved in advertising, obtaining sponsorship and organizing the events on large scale. This enhances their interpersonal and communication skills. They also learn to deal with group hostilities, denials, failures and criticism with a positive attitude students through departmental associations organize various co- curricular activities such as seminars, workshops, exhibitions and various competitions like posters, projects, essay, poetry reciting elocution and debate. This gives them an opportunity to share their knowledge and experience with peer, faculty, develops leadership qualities and enhances their potential in respective subject areas. Annual science exhibition and project competitions help students to develop innovative thinking. Floral decoration, hairstyle ,mehendi, cookery competitions, singing and dancing competitions arrange on the occasion of annual social gathering preform vide them a platform to come out with their innovative practices and hidden talents

Evidence of success:-

The success is seen in the form of science projects, poster presentation, singing and dancing abilities of the students which are demonstrable and appreciated by all the stakeholders. There are activities conducted by every Arts department which is very specific to their subjects. This also provides multifaceted composition of student's community of our college which includes the students from, Malegaon city and the nearby rural set up. Focus is also on the creation of generation of sensitive and compassionate human beings who are socially responsible and culturally well developed. Many students

get motivation through these programs and participate in social outreach programs where they reside and work with the underprivileged sections of society.

Problems Encountered and Resources Required:-

The problem encountered is related to financial assistance to certain extent. The college provides financial support for this activity, as there is separate provision made in the annual budget and some activities are supported by well-wishers.

Annexure IV

Best practices No.2

Title:- Police Pre- Recruitment Training

Goal:-

- To train the girl students physically and mentally prepared for police recruitment camp
- To inculcate the importance of discipline and well behaviour
- To foster social responsibilities
- To contribute to national development
- To provide an open platform for nurturing the physical and mental talents of girl students
- To impart value based education to girl students
- To contribute to women empowerment.

The context:-

- Our college has an objective to act as a catalyst for empowering the students to become better human beings with the spirit of nationality. We try to develop professional, vocational skills and provide work opportunities for excellence. We are in a pursuit to fulfil this objective by introducing the police pre- recruitment training programme which helps the girl students to seek better chance for work opportunities.

The practice

- The lady incharge of Gymkhana (sports department) organised the police pre-recruitment training programme for three month. Total seventy five students were admitted in this programme which includes both urban and rural girl students. The training programme was divided into two sessions- morning sessions for rural students and evening sessions for urban students. Various health related activities were conducted during the training programme. Haemoglobin check-up camp in collaboration with Rotary club of Malegaon was conducted in which students were made aware of their proper level of haemoglobin. A lecture on “Health problems of women” was delivered by Dr. Smt. Deore. Another lecture on “Health Injuries” was delivered by Dr. Vinit Deore. Mr. Gavit (P.I) delivered a lecture on “Opportunities for Women in Police Department”. Students also practiced running and other fitness activities.

Evidence of Success:-

The success is seen in the form of physical and mental activeness of the student .All the 75 students were physically and mentally trained to face the police recruitment camp. At the end of

the training program students were found more alert about their health, physically fit and mentally confident. Most of their health related problems were solved. They were also aware of health related nutritious diet and other necessary precautions.

Problems encountered and resources required:-

The problems encountered are related to financial assistance to certain extent. The other problem encountered was the accessibility of the trainers.