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**MAHILARATNA PUSHPATAI HIRAY ARTS, SCIENCE AND COMMERCE  
MAHILA MAHAVIDYALAYA, MALEGAON CAMP, NASHIK**

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**3<sup>rd</sup> Cycle**

**Assessment & Accreditation**

**Criterion – 6**

**Governance, Leadership and Management**

**Key Indicator- 6.2 Strategy Development and Deployment**

*QIM – 6.2.1 The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc.*

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## I. Parent Institute: MGV

Mahatma Gandhi Vidyamandir is a well-known leading Educational Institution in North Maharashtra. The Institution's prime and devotional motto is *Bahujan Hitay, Bahujan Sukhay* which means 'Welfare of the People, Wellbeing for the People'. Late Karmaveer Bahusaheb Hiray had a keen interest in education which promoted him to establish the well-known educational institution, The Mahatma Gandhi Vidyamandir, Nashik in 1952 in the name of 'The Father of Nation - Mahatma Gandhi', on the occasion of his birth anniversary. This educational institution has served for the integrated development of the poor and Adivasis, downtrodden, Bahujan and minority community. The inspiration, pioneering work and farsightedness of the founder laid down the foundation for the educational Banyan tree in Nashik district with its branches spread all over, even in tribal areas. Keeping the ancestral goal in mind, the new generations are expanding the educational trust from basic to professional education leading to the New Era of Globalization. The details of participatory management of parent institute are given by web link:

[https://mgv.kbhgroup.in/images/pdf/MGV\\_PROFILE.pdf](https://mgv.kbhgroup.in/images/pdf/MGV_PROFILE.pdf)

### 1.1 List of Academic Branches Run by MGV

Professional Education	Secondary Schools	Senior College
<ul style="list-style-type: none"> <li>Karmaveer Bhausaheb Hiray Dental College &amp; Hospital, Panchavati, Nashik-</li> <li>RR Dental College &amp; Hospital, Unborda, Udaipur, Rajasthan</li> <li>Institute of Industrial &amp; Pharmaceutical Technology, Panchavati, Nashik-3</li> <li>Hotel Management and Catering Technology, Panchavati, Nashik-3</li> <li>Pharmacy College, Panchavati, Nashik-3</li> <li>Institute of Management &amp; Research, Panchavati, Nashik-3</li> <li>Samajshree Prashantdada Hiray College of Pharmacy, Malegaon-Camp, Dist. Nashik</li> <li>Institute of Management &amp; Research, Panchavati, Nashik-3</li> <li>Samajshree Prashantdada Hiray College of Pharmacy, Malegaon-Camp, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Institute of Music &amp; Fine Arts, Malegaon-Camp, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Drawing College, Malegaon-Camp, Dist. Nashik</li> <li>Institute of Pharmacy (D. Pharmacy), Malegaon-Camp, Dist. - Nashik</li> <li>Sau. Smitatai Hiray Applied Arts, Fine Arts &amp; Fashion Design, Panchavati, Nashik</li> <li>K.B.H. Institute of Management &amp; Research, Malegaon-Camp, Dist. - Nashik</li> <li>College of Education, Malegaon-Camp, Dist. - Nashik</li> <li>Mentha Junior College of Education (Attached Sarvagya Shasta), Malegaon-Camp, Dist. -Nashik</li> <li>Panchavati College of Management &amp; Computer Science, Panchavati, Nashik-3</li> </ul>	<ul style="list-style-type: none"> <li>Janata Vidyalaya, Yeola, Dist. Nashik</li> <li>Nutan Trimbak Vidyalaya, Trimbakshwar, Dist. Nashik</li> <li>Tonyasaheb Keral Raghoo Hiray Vidyalaya, Nimgaon, Tal. Malegaon,</li> <li>Marathi Adhyapak Vidyalaya, Bhaigyaon Road, Malegaon-Camp, Dist.</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Malegaon-Camp, Dist.</li> <li>Nutan Vidyamandir, Surgana, Dist. Nashik</li> <li>Janata Vidyalaya, Samudra, Tal. Malegaon, Dist. Nashik</li> <li>Janata Vidyalaya, Manar, Tal. Kalwan, Dist. Nashik</li> <li>Ramakabai Bhausaheb Hiray Kanya Vidyalaya, Malegaon-Camp, Dist.</li> <li>Vyankatrao Bhausaheb Hiray Vidyalaya, Kalwadi, Tal. Malegaon,</li> <li>Seva English School, Khakurdi, Tal. Malegaon, Dist. Nashik</li> <li>Matcharee Vishva Chavan Vidyalaya, Aundhar, Tal. Yeola, Dist.</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Gungapur Road, Pail Colony,</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Shend, Tal. Malegaon, Dist.</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Vadel, Tal. Malegaon, Dist.</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Malegaon (O), Tal. Malegaon,</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Mungane, Tal. Malegaon,</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Taloli, Tal. Malegaon, Dist.</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Malegaon-Camp, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Vidyalaya, Malegaon City, Dist.</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya, Pawan Nagar, CIDCO, Saur. Panchavati Hiray Vidyalaya, Unnare, Tal. Deola, Dist. Nashik</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Tugson, Tal. Deola,</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Manjare, Tal. Malegaon,</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Dyane, Tal. Malegaon,</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Wake, Tal. Malegaon,</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Daboli, Tal. Malegaon,</li> <li>Loknete Vyankatrao Hiray Vidyalaya, Khayale, Tal. Malegaon,</li> </ul>	<ul style="list-style-type: none"> <li>Mahilamta Pulpatai Hiray Arts, Science &amp; Commerce Mahila College, Malegaon-Camp, Dist. Nashik</li> <li>Arts, Science &amp; Commerce College, Manamad, Tal. Nandgaon, Dist. Nashik</li> <li>Arts &amp; Commerce College, Yeola, Dist. Nashik</li> <li>Loknete Vyankatrao Hiray Arts, Science &amp; Commerce College, Panchavati, Nashik-3</li> <li>Karmaveer Bhausaheb Hiray Law College, Malegaon-Camp, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Law College, Panchavati, Nashik-3</li> <li>G.B.D. Arts, Science &amp; Commerce College, Malegaon City, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Arts, Science &amp; Commerce College, Nampur, Tal. Baglan, Dist. Nashik</li> <li>Maharaja Sayajirao Gaikwad Arts, Science &amp; Commerce College, Malegaon-Camp, Dist. Nashik</li> <li>Arts, Science &amp; Commerce College, Surgana, Dist. Nashik</li> <li>Arts, Science &amp; Commerce College, Haraul, Tal. Trimbakshwar, Dist. Nashik</li> <li>K.B.H. Arts, Science &amp; Commerce College, Nimgaon, Tal. - Malegaon, Dist. Nashik</li> <li>Arts, Science &amp; Commerce College, Vinchar-Dalvi, Tal. Sunar, Dist. -Nashik</li> </ul>
Junior Colleges	Agricultural Education	Primary Schools
<ul style="list-style-type: none"> <li>Arts, Science &amp; Commerce Jr. College, Manamad, Tal. Nandgaon, Dist. Nashik</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya &amp; Jr. College, Malegaon-Camp, Dist. Nashik</li> <li>Janata Vidyalaya &amp; Jr. College (Science), Yeola, Dist. Nashik</li> <li>Arts &amp; Commerce Jr. College, Yeola, Dist. Nashik</li> <li>Maharaja Sayajirao Gaikwad Arts, Science &amp; Commerce Jr. College, Malegaon-Camp, Dist. Nashik</li> <li>Janata Vidyalaya &amp; Jr. College, Samudra, Tal. Malegaon, Dist. Nashik</li> <li>Nutan Trimbak Vidyalaya &amp; Jr. College Trimbakshwar, Tal. Trimbakshwar, Dist. Nashik</li> <li>Ramakabai Bhausaheb Hiray Kanya Vidyalaya &amp; Jr. College, Malegaon-Camp, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Vidyalaya &amp; Jr. College, Malegaon City, Dist. Nashik</li> <li>Karmaveer Bhausaheb Hiray Vidyalaya &amp; Jr. College, Vadel, Tal. Malegaon, Dist. Nashik</li> <li>Nutan Vidyamandir &amp; Jr. College, Surgana, Dist. Nashik</li> <li>Janata Vidyalaya &amp; Jr. College, Manar, Tal. Kalwan, Dist. Nashik</li> <li>Loknete Vyankatrao Hiray Vidyalaya &amp; Jr. College, Nimgaon, Tal. Malegaon, Dist. Nashik</li> <li>Samajshree Prashantdada Hiray Arts, Science &amp; Commerce Jr. College, Nampur, Tal. Baglan, Dist. Nashik</li> <li>Vyankatrao Bhausaheb Hiray Vidyalaya &amp; Jr. College, Kalwadi, Tal. Malegaon, Dist. Nashik</li> <li>Loknete Vyankatrao Hiray Arts, Science &amp; Commerce Jr. College, Panchavati, Nashik-3</li> </ul>	<ul style="list-style-type: none"> <li>Krushni Tantra Vidyalaya, Malegaon - Camp, Dist. Nashik</li> <li>H.H. Sri Sri Muralidhara Swamiji College of Horticulture, Malegaon-Camp, Dist. - Nashik</li> <li>H.H. Sri Sri Muralidhara Swamiji College of Agriculture, Malegaon-Camp, Dist. - Nashik</li> <li>Vocational MCV/C Education</li> <li>Maharaja Sayajirao Gaikwad Arts, Science &amp; Commerce College, Malegaon-Camp, Dist. Nashik</li> <li>Loknete Vyankatrao Hiray Arts, Science &amp; Commerce College, Panchavati, Nashik-3</li> </ul>	<ul style="list-style-type: none"> <li>Mahilamta Pulpatai Hiray Primary School, Bhaigyaon Road, Malegaon-Camp, Dist. Nashik</li> <li>Bhansi Primary School, Malegaon-Camp, Dist. Nashik</li> <li>Janata Vidyalaya Primary School, Yeola, Dist. Nashik</li> <li>Sau. Smitatai Hiray Primary School, Khaddajen, Malegaon, Dist. Nashik</li> <li>Ramakabai Bhausaheb Hiray Primary School, Pawan Nagar, CIDCO, Nashik</li> <li>Nutan Trimbak Primary School, Trimbakshwar, Dist. Nashik</li> <li>Navin Marathi Primary School, Bhaigyaon Shwar, Malegaon-Camp, Dist. Nashik</li> </ul>
English medium Schools	Urdu Education	
<ul style="list-style-type: none"> <li>Loknete Vyankatrao Hiray Academy, Malegaon-Camp, Dist. Nashik (CBSE)</li> <li>Loknete Vyankatrao Hiray Academy, Malegaon-Camp, Dist. Nashik (MSBSE)</li> </ul>	<ul style="list-style-type: none"> <li>Arts, Commerce &amp; Science College, Malegaon-City, Dist. Nashik</li> <li>Arts &amp; Commerce Jr. College, Malegaon City, Dist. Nashik</li> </ul>	

The details of Academic Branches Run by parent institute are given by web link:

<https://mgv.kbhgroup.in/colleges.php>



## 1.2 Management Council of MGV



## 1.3 Governing Council:

Governing Council is the central decision making body of the college. The management and affairs of the MGV are administered, controlled and supervised by the Governing Council through the Hon. General Secretary of the MGV. The duration of Governing Council is of 4 years. It is comprised of 21 members as under-

- President of the MGV
- Vice -President of the MGV
- General Secretary
- Joint Secretary
- Treasurer
- One Principal Representative
- Sixteen members from patrons, fellows, benefactors and life-members.
- One member nominated by the President from donors, contributors etc.



**Board of Trustee 2022-23 to 2025-26**

<b>Sr. No.</b>	<b>Name of the Member</b>	<b>Designation</b>
1	Smt. Pushpatai Vyankatrao Hiray	President
2	Dr. Harish Pandarinath Adake	Vice President
3	Dr. Smitatai Prashant Hiray	Treasurer
4	Dr. Prashant Vyankatrao Hiray	General Secretary
5	Dr. Vitthal Sahadu More	Joint Secretary
6	Dr. Apoorva Prashant Hiray	Trustee
7	Ms. Sampada Prashant Hiray	Trustee
8	Dr. Mrs. Yogita Apoorva Hiray	Trustee
9	Dr. Advay Prashant Hiray	Trustee
10	Mr. Pramod Dattatray Bhargave	Trustee
11	Mrs. Lalita Pramod Bhargave	Trustee
12	Mr. Manoj Gulabbhai Badiyani	Trustee
13	Mr. Pradip Naryan Saraf	Trustee
14	Mr. Rajesh Shashikant Shinde	Trustee
15	Dr. Babu Sonu Jagdale	Trustee
16	Dr. Pradeep Guddenahali Laxman	Trustee
17	Mr. Shyamkant Yadneshwar Bhandari	Trustee
18	Dr. Dinesh Fakira Shirude	Trustee
19	Mr. Pratik Narayan Kale	Trustee
20	Mr. Sanjay Dagu Kunde	Trustee
21	Mr. Chandrashekhar Chinaman Ahire	Trustee

**2. Perspective Plan 2022-2027**

The institute follows a variety of contemporary pedagogies and ICT technologies for qualitative education while working for the entire development of its stakeholders. The IQAC has prepared a through perspective plan for academic and administrative endeavours. The stakeholders participated in the discussions to create the perspective plan for 2022–2027, which is then endorsed at CDC meetings. It is visible on the college website, and all activities are carried out in accordance with it.

Institutional website link: Perspective Plan

[https://mgvsph.kbhgroup.in/pdf/5.%20Institutional%20Strategic%20Plan%202022-27%20\(IDP\).pdf](https://mgvsph.kbhgroup.in/pdf/5.%20Institutional%20Strategic%20Plan%202022-27%20(IDP).pdf)

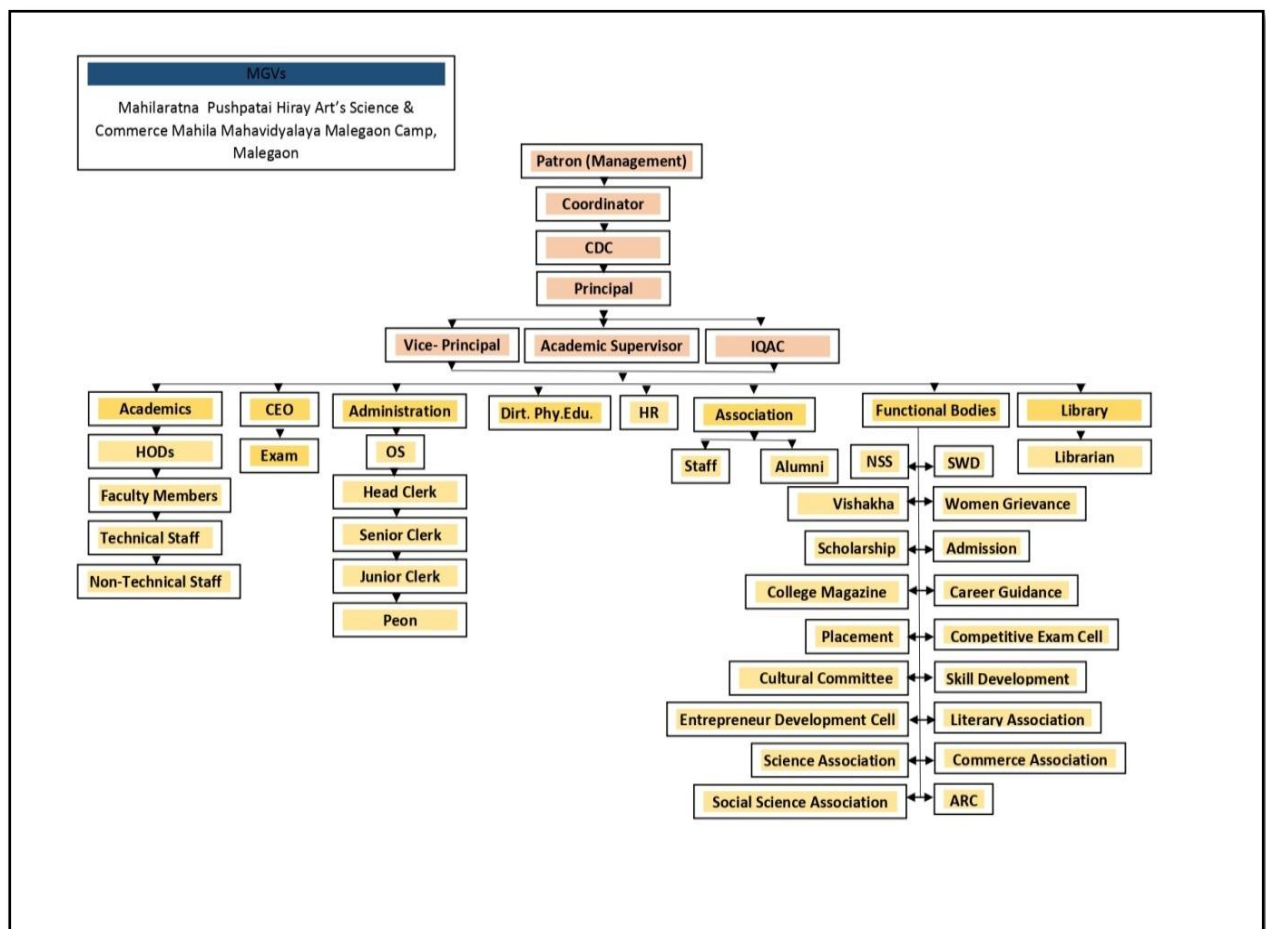
### 3. Policies

Mahilaratna Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya aims to impart quality education for all round development of women. IQAC has framed various policies to ensure quality education. Policies are displayed on college website.

Link for Policies <https://mgvsph.kbhgroup.in/PolicyDocuments.html>

### 4. Organogram

An organogram is a graphical representation of a college structure. It is used to show hierarchical relationship between MGV governing council, the Principal and the stakeholders. The college organogram is portrayed as follows.




#### 4.1 College Development Committee

The College Development Committee (CDC) was constituted (formerly Local Managing Council, LMC) through Maharashtra Public Universities Act, 2016 to monitor the overall academic and administrative functioning of the college on behalf of the Governing body of the MPHMM for the period of 2017-23. The composition and the policy of CDC are given below:

Mahatma Gandhi Vidyamandir's  
Mahilaratna Pushpatai Hiray Arts, Comm. and Sci. Mahila Mahavidyalaya, Malegaon Camp  
**-: College Development Committee:-**  
Maharashtra University Act 2016  
(Mah. Act. No. VI of 2017) Section 91(1)

Sr. No.	Name of the Member	Designation
1.	Hon. Sampada Didi Prashant Hiray	Chairman
2.	Prin Dr. Bapu Sonu Jagdale	Member
3.	Sau. Prajakta Bhimrao Gare	Member
4.	Sau. Aishwarya Dinesh Shirude	Member
5.	Adv.Sau.Padmaganadha A. Chindhade	Member
6.	Sau.Manisha Vinod Pawar	Member
7.	Dr.Vaijayanti Tulshiram Ramavat	Prin. Representative Member
8.	Dr. Tejaswini Akrur Sontakke	Teacher Representative Member
9.	Dr. Dilip Ananda Pawar	Teacher Representative Member
10.	Jayant Pandharinath Dixit	Teacher Representative Member
11.	Shri. Pravin Nimba Bachhav	Non-Teaching Representative Member
12.	Dr.Deepanjali Karbhari Borse	IQAC Coordinator
13.	Miss Chetana Vijay Patil	Student Representative Member
14.	Miss Raksha Devendra Shelar	Student Representative Member
15.	Prin. Dr. Sau. Ujjwala S. Deore	Secretary

  
**(Dr. V. S. More)**  
JOINT SECRETARY  
Mahatma Gandhi Vidyamandir,  
Panchavati, Nashik-3.

  
**(Dr. H. P. Adke)**  
VICE-PRESIDENT  
MAHATMA GANDHI VIDYAMANDIR  
PANCHAVATI, NASHIK - 3.



**Representative Photograph of CDC Meeting on (08/12/2022)**



**5. Internal Quality Assurance Cell (IQAC)**

IQAC is proactively involved in improvement of quality and achieving academic excellence. It cultivates a mechanism for the effective academic and administrative performance of the institution. It promotes measures for institutional functioning towards quality enhancement through quality culture. For the planning, guiding and maintaining of quality assurance and enhancement strategies, IQAC is continuously involved in setting a mechanism to build and


ensure a quality culture in the college. IQAC is established in the college on 15<sup>th</sup> April, 2004.

The functions and objectives of IQAC are displayed on website

(<https://mgvsph.kbhgroup.in/aboutaqar.html>).

The composition is given below:

<b>Mahatma Gandhi Vidyamandir's</b>			
<b>Mahilaratna Pushpatai Hiray Arts, Comm. and Sci Mahila Mahavidyalaya,</b>			
<b>Malegaon Camp</b>			
<b>Academic Year: 2021-2022</b>		<b>Date: 01/07/2021</b>	
<b>COMPOSITION OF IQAC</b>			
<b>Sr. No.</b>	<b>Name</b>	<b>Designation</b>	<b>Category</b>
1.	Dr. Ujjwala Shivaji Deore	Chairperson	Chairperson
2.	Hon. Sampada Didi Prashant Hiray	Member College Development Committee (Chairman)	Chairman
3.	Dr. Bapu Somu Jagdale	Management Representative	Member
4.	Dr. Devram Gopal Jadhav	Vice-Principal	Member
5.	Dr. Dilip Aanada Pawar	Supervisor	Member
6.	Prof. Capt. Sarbjit K. Cheema	Member Lady Advisor Representative	Member
7.	Mrs. Alka Ashok aakhade	Member Society Representative	Member
8.	Shri. Nilesh B. Chaudhari	Member Society Representative	Member
9.	Mrs. Nikita Tayade	Member Industrialist	Member
10.	Shri. Pandharinath S. Pawar	Member Stakeholder	Member
11.	Mrs. Manisha V. Pawar	Member Alumni Representative	Member
12.	Miss. Darshana Keshav Kurhe	Member Student Representative	Member
13.	Dr. Pradnya A. Survase	Member Teacher Representative	Member
14.	Prof. Baban A Aavhad	Member Teacher Representative	Member
15.	Dr. Bharti Sukhlal Khairnar	NAAC Coordinator	Member
16.	Shri. Bapu U. Ahire	Office Superintendent	Member
17.	Dr. Deepanjali Karbhari Borse	Member Coordinator	Member



Dr. Sau Ujjwala S. Deore  
**PRINCIPAL**  
S. P. H. Mahila Mahavidyalaya  
Malegaon Camp - 423 105

## 5.1 IQAC Meeting Minutes and ATR

IQAC meetings are regularly conducted during every academic year to plan, discuss and review the initiatives and strategies for quality education. The minutes of meetings are uploaded on college website.

### NEP Initiatives

**Mahatma Gandhi Vidyamandir's,  
Smt. Pushpatal Hiray Arts, Science &  
Commerce Mahila Mahavidyalaya,  
Malegaon Camp, Dist. Nasik (MS), India**

**IQAC and Department of Commerce Organized  
National Webinar on  
"New Education Policy: Future in Commerce"**

**Chief Guest  
Hon'ble, DR. V. S. MORE  
Joint secretary,  
Mahatma Gandhi Vidyamandir,  
Nashik .**

**Resource Person  
PROF. ASHWINI M. JAMUNI,  
Assistant Professor,  
Rani Channamma University,  
Belgavi, Karnataka**

Registration Link  
<https://forms.gle/c3RYmd2cEfkjuk4B9>

**Convener  
Principal Dr. Ujjwala Shivaji Deore  
Organizing Secretary  
Dr. D. G. Jadhav ( Vice-Principal )  
Organizing Committee  
Dr. D. A. Pawar (Supervisor Academic)  
Smt. Dr. D. K. Borse (IQAC Co-ordinator)  
Smt. Prof. D. R. Chandramore  
(Head, Dept. of Commerce)  
Dr. A. C. Lokhande  
Smt. S. L. Yennawar**

**Date: 20 /10/2020,  
Time: 11:30 AM,  
Platform: ZOOM**

**Stay Home  
stay safe**

**Mahatma Gandhi Vidyamandir's,  
Smt. Pushpatal Hiray Arts, Science & Commerce Mahila Mahavidyalaya, Malegaon  
Camp, Dist. Nasik (MS), India**

**IQAC and Department of Commerce Organized  
National Webinar on  
NEW EDUCATION POLICY:  
FUTURE IN COMMERCE**

**Mrs. Ashwini M. Jamuni  
Assistant Professor  
Department of Commerce  
Rani Channamma University  
Belgavi - 591 156  
Karnataka  
Email: [ashwinijamuni09@gmail.com](mailto:ashwinijamuni09@gmail.com)**

Online Webinar on New Education Policy: Future in Commerce- Resource person Dr. Ashwini Jamuni,  
Dept. of Commerce, Rani Channamma University, Belgavi, Karnataka dated 20/10/2020







**Dr.Aabra Roy, Pinnacle Educare, Pune was the Resource Person for the FDP on 'NEP initiatives for NAAC Reaccreditation' on 13<sup>th</sup> March 2023**



**Dr. Pramod Bhadakwade was the Resource Person for the FDP on 'NEP initiatives for NAAC Reaccreditation' on 13<sup>th</sup> March 2023**





**Dr. N.S. Desale was the Resource Person for FDP on NEP Initiative for NAAC Reaccreditation**



**Dr. Milind Wagh, MVP's College of Pharmacy, Nashik was the Resource Person for the workshop on NEP**







**Smt. Dipali Chandramore was the Resource Person for FDP on NEP Initiative for NAAC Reaccreditation**



**Dr. G.L. Kolthe was the Resource Person for the FDP on NEP Initiative for NAAC Reaccreditation**

## Webinars of IQAC in collaboration with various departments





Founder  
Kamaveer Bhasutahab Hiray


**Mahatma Gandhi Vidyamandir's  
MAHILA RATNA PUSHPATAI HIRAY ARTS, SCIENCE  
& COMMERCE MAHILA MAHAVIDYALAYA , MALEGAON CAMP**

Affiliated to Savitribai Phule Pune University, Pune ID, No. PU/NS/ACS/039/1990  
Website: www.sphcollege.com • E-mail : prinsphcollege@gmail.com


NAAC ACCREDITED "B" GRADE  
Ref.No.C-41629


IQAC in collaboration with various departments organized webinars on current topics helpful for effective teaching and learning process. The list is as follows:

Sr. No	Date	Department	Topic of the Webinar	Resources Person
1	22/06/2021	Department of Hindi	Kabir Kavya ki Prasangikta	Prof. Kailas Bachhav Arts, Science and Commerce College, Yeola
2	23/08/2021	Department of Commerce	Career Opportunities in Digital Marketing	Mr. Vinay Kunwar, Director, India First Robotic, Innovation and Research LLP, Pune
3	24/08/2021	Department of Zoology and Botany	Fate of Mismanagement of Ocean Resources	Dr. Duminda Senevirathna, Uva Wellasa University Badulla, Shri Lanka
4	15/09/2021	Department of Hindi	Hindi Language and Media	Dr. Sunil Patil, D. G. Vaishnav College, Chennai
5	16/09/2021	Department of Geography	Ozone Layer Depletion	Dr Shivaji Patil, A D Arts and Sci. College, Mhasadi, Tal Sakri, Dhule
6	18/09/2021	Department of English	Interpreting Literary Text: Application of Linguistics to Literary Analysis	Dr Amitabh Dwivedi, Jammu and Kashmir
7	24/09/2021	IQAC and NSS	Role of NSS Volunteers during Covid-19	Dr Akshay Bale, Yeola.
8	02/10/2021	IQAC and Department of History	Mahatma Gandhi's Ideology on Education	Dr. Jagdish Sonawane, Ahmednagar
9	24/11/2021	IQAC and Department of Commerce	Financial Literacy	Gayatri Joshi, Mumbai.



Dr. Deepanjali K. Borse  
Coordinator  
IQAC  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423105 Dist. Nashik





Principal  
**PRINCIPAL**  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



**5.2 Representative Meeting: MoM and ATR**

A representative example of meeting held on 04.09.2021 is mentioned below.

<b>IQAC Meeting: 04<sup>th</sup> September 2021</b>		
<b>Agenda of the Meeting</b>		
<b>Sr. No.</b>	<b>Particulars</b>	<b>Timing</b>
	Welcome Initiation	---
1	Confirmation of minutes of last meeting held on 25 <sup>th</sup> February 2021	11.10 to 11.20 a.m.
2	Action taken report on the decisions taken during last meeting.	11.20 to 11.40 a.m.
3	To increase MOU and Linkages for off campus placement	11.40 to 12.00 noon.
4	To organise National, International webinars for UG and PG courses	12.00 to 12.30 p.m.
5	Discussion on the activities under NPTL	12.30 to 12.40 p.m.
6	Collection of Data for AQAR 2020-2021	12.40 p.m. to 01.00 p.m.
5	Discussion on proposed Research Centre for Marathi	1.00 to 1.10 p.m.
6	Any other points with the permission of chair.	1.10 to 1.25 p.m.
7	Vote of thanks	1.25 to 1.30 p.m.



**MAHATMA GANDHI VIDYAMANDIR'S**  
**MAHILARATNA PUSHPATAI HIRAY ARTS, SCIENCE AND COMMERCE**  
**MAHILA MAHAVIDYALAYA, MALEGAON CAMP**  
**TAL. MALEGAON, DIST. NASHIK**

**INTERNAL QUALITY ASSURANCE CELL**

**MINUTES OF THE GENERAL MEETING**

The following members were present for the meeting of Internal Quality Assurance Cell of  
 MGV's, Smt. Pushpatai Hiray Arts, Science and Commerce Mahila Mahavidyalaya,  
 Malegaon Camp on 04<sup>th</sup> Sept. 2021

<b>Sr.N.</b>	<b>Name</b>	<b>Designation</b>	<b>Signature</b>
1.	Dr. Ujjwala Shivaji Deore	Chairperson	Chairperson
2.	Hon. Sampada Prashant Hiray	Member College Development Committee (Chairman)	Chairman
3.	Dr. Bapu Sonu Jagdale	Management Representative	Member
4.	Dr. Devram Gopal Jadhav	Vice-Principal	Member
5.	Dr. Dilip Aanada Pawar	Supervisor	Member
6.	Prof. Capt. Sarbjit K. Cheema	Member Lady Advisor Representative	Member
7.	Mrs. Alka Ashok Aakhade	Member Society Representative	Member
8.	Shri. Nilesh B. Chaudhari	Member Society Representative	Member
9.	Mrs. Manisha V. Pawar	Member Alumni Representative	Member
10.	Miss. Darshana K. Kurhe	Member Student Representative	Member
11.	Prof. Baban A Aavhad	Member Teacher Representative	Member
12.	Dr. Pradnya A. Surawase	Member Teacher Representative	Member
13.	Dr. Bharti Sukhlal Khairnar	NAAC Coordinator	Member
14.	Shri. Bapu U. Ahire	Office Superintendent	Member
15.	Dr. Deepanjali K. Borse	Member Coordinator	Member



**Leave of Absent/ Member Absent**

Sr.N.	Name	Designation	Category
1.	Mrs. Nikita Tayade	Member Industrialist	Member
2.	Shri. Pandharinath S. Pawar	Member Stakeholder	Member

**Minutes of the Meeting:**

The general meeting of the Internal Quality Assurance Cell (IQAC) held on 04<sup>th</sup> September, 2021 at 11.00 a.m. in the Principal's cabin. The meeting was chaired by Hon. Sampada Prashant Hiray (Member, College Development Committee). Following issues were discussed in the meeting and resolutions were passed thereof.

- **Agenda 1: To read and approve the minutes of the previous meeting.**

Dr. Deepanjali K. Borse, Coordinator of IQAC, welcomed the members and read the minutes of the previous meeting held on 25/02/2021. She read the minutes and put before the committee for discussion. The minutes were unanimously approved.

- **Agenda 2: To increase MOU and Linkages for off campus placement**

Dr. Bharati Khairnar put forth the issue of increasing the number of MOUs and linkages to various agencies. It was discussed to intimate the HODs of each department to contact the suitable agencies and get the procedure done immediately with collaborative activities.

- **Agenda 3: To organise National International webinars for UG and PG Courses**

Dr. Deepanjali K. Borse stated the importance of online webinars both for faculty and students. It was decided to invite the resource persons from National and International platform. The Liaison officer Dr. Bharti Khairnar highlighted to organize International webinars particularly by PG departments.

- **Agenda 4: Discussion on the activities under NPTL**

Dr. D. G. Jadhav introduced the issue related to the Local Chapter of NPTL courses. It was discussed to organise workshops for students to guide about the NPTL procedure and study material.

- **Agenda 5: Collection of Data for AQAR 2020-2021**

IQAC Coordinator Dr. Deepanjali K. Borse, discussed the issue of collection of data for filling AQAR 2020-2021 through portal of NAAC, Bangalore. It was decided to conduct a workshop for faculty and introduce them new format of AQAR. The data will be collected within a period and will be uploaded on NAAC website.

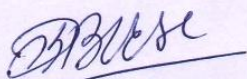
- **Agenda 6: Discussion on proposed Research Centre for Marathi**

Dr. D. A. Pawar put forth the issue of establishing Research Centre for Marathi. It was discussed to communicate with MGVS's higher authorities for the permission of the same.

- **Agenda 7: Any other points with the permission of chair.**

Discussion on the points rose at 11<sup>th</sup> hour with kind permission of the chair.

The issues on the agenda were discussed thoughtfully and resolutions were passed accordingly. Dr. Ujjwala S. Deore expressed vote of thanks of the meeting.



**Dr. Deepanjali K. Borse**  
(Coordinator, IQAC)

**IQAC**


M.P.H. Mahila Mahavidyalaya  
Malegaon Camp 423105 Dist. Nashik




**Dr. Ujjwala S. Deore**  
(Chairperson/Principal)

M.P.H. Arts, Sci & Comm. Mahila  
Mahavidyalaya, Malegaon Camp (Nashik)







Founder  
Karmaveer Bhausaheb Hiray

**Mahatma Gandhi Vidyamandir's**  
**MAHILA RATNA PUSHPATAI HIRAY ARTS, SCIENCE & COMMERCE MAHILA MAHAVIDYALAYA , MALEGAON CAMP**

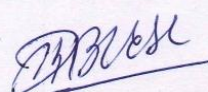
Affiliated to Savitribai Phule Pune University, Pune ID. No. PU/NS/ACS/039/1990  
 \* website: www.sphcollege.com \* E-mail : prinsphmcollege@gmail.com

NAAC ACCREDITED "B" GRADE  
 Ref.No.C-41629



**• Agenda 8: Action Taken Report of the meeting conducted on 25/02/2021**

(On the basis of the resolutions of IQAC meeting 2020-21)

Sr. No.	Decisions/ Resolutions	Action taken Report
1	To discuss documentation and preparation of AQAR 2019-2020	As per the discussion, AQAR 2019-2020 draft was prepared, analysed and submitted to Bangalore, NAAC Office on 30 May 2021.
2	Regarding providing all the amenities in the college for the students on the background of Covid-19	The students were provided masks, sanitizer, hand wash etc. Thermal checking at the entrance gate was done, safe distancing and created awareness for Covid 19.
3	About changing the format of Annual Academic Report	As per the discussion, Annual Academic Audit Report as per the revised AQAR format for the academic year 2021-2022 was changed and circulated to Heads of the Department.
4	Preparation and submission of SOPs for better academic and administrative excellence	As per the discussion, every department and Committee Members have prepared SOP's and submitted to Vice-Principal Dr. D. G. Jadhav.
5	Any other point: Discussion on the proposal of ISO certificate.	Proposal for ISO certificate prepared and submitted to QIMS, New Delhi.



**Dr. Deepanjali K. Borse**  
(Coordinator IQAC)  
IQAC  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp 423105 Dist. Nashik

**Dr. Ujjwala S. Deore**  
(Chairperson/Principal)  
Principal  
M.P.H. Arts, Sci & Comm. Mahila Mahavidyalaya, Malegaon Camp (Nashik)

## 6. Academic and Administrative Committees

Academic committees are framed for decentralized and participatory functioning of activities. Academic and administrative committees are functioning in a broad range of academic, administrative duties. These committees comprises instructions, curriculum enrichment, evaluating quality methods, researching and recommending new programs, curricular, co-curricular activities, and/or revisions to existing programs, establishing and maintaining academic environment.

Mahatma Gandhi Vidyamandir's Mahilaratan Pushpati Hiray Arts, Science and Commerce Mahila Mahavidhyalaya, Malegaon Camp Dist. Nasik Distribution of Extra Curricular work for the Academic Year 2022-2023			
Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
1.	Discipline Committee	Dr. Ujjwala Shivaji Deore – Principal(Chairperson) Dr. Deepanjali Karbhai Borse- Vice Principal Dr. Tejaswini Akkrur Sontakke- Academic Sup. Dr. Lahanu Vitthal Jadhav [ DPE] Smt. Pradnya Ramesh Deore [ Librarian] Mr. Bhgwan Kadu Pawar- Office Sup.	To maintain discipline during admission process.  To maintain discipline during various curricular and extracurricular activities conducted by college. To submit monthly and annual report to the IQAC
2	UGC & SPPU Schemes Co-ordination Committee	Dr. P. A. Survase Co-coordinator Dr. A. S. Kale Member Dr. V. T. Ramavat Member Dr. P. Y. Vyalij Member	Help to develop and improve academic and administrative performance of the college.  To promote college functioning towards quality enhancement through quality cultural and best practice.
3	Academic Planning & Time-Table Committee	Dr. R. B. Sawant Chairman Smt. N. S. Desale Member Mr. J. R. Bhavsar- Member Dr. V. T. Ramavat Member	To prepare time-table general and special subject for theory and practical ( Include division ) To submit Academic calendar and audited statement to management and IQAC
4	Examination Committee	Prof. D. A. Pawar CEO Dr. T. A. Sontakke Member Smt. S. L. Yennawar Member Dr. G. L. Kolthe Member Dr. P. Y. Vyalij Member Dr. R. P. Hiray Member Dr. A. S. Kale Member Shri. R. J. Saundane Member Miss. Durga A. Salunke Member	To conduct terminal examination, test and tutorials as per norms. To solve the problems of students regarding examination. To correspond with University regarding revaluation, verification and unfair means.
Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
5	IQAC and NAAC Co-ordination Committee	Dr. D. K. Borse- IQAC – (Chairperson) Dr. Ujjwala Shivaji Deore Principal Dr. V. M. Nare- NAAC Co-coordinator Dr. D. N. Thakare – NAAC Asst. Co-coordinator Smt. Saima Firdous- IQAC Asst. Co-ordinator Dr. Pradnya Suravase- Member Dr. Y. D. Ghumare- Member Shri. B. K. Pawar- Member	To collect the data of the all activities done by the staff members. To keep continuous correspondence with MGV's Internal NAAC committee & NAAC Office Bangalore. To submit the annual report at the end of the academic year. To prepare and submit AQAR report every year.
6	Students Development Officer ( SWO)	Smt. Y. S. Patil –Social Welfare Officer	To monitor different schemes running under student welfare dept. To submit statements of Utilization in time SPPU. To conduct the program as per the guideline of Uni. to keep up to date record of program conducted regularly. To Provide necessary information to NAAC Committee. As per the Maharashtra Universities Act [ MUA] 1994 section 40, students council is to be established every year during the first term. To conduct election smoothly and select U. R. as per section 40(2) (a) of M. U. A.
6 (A)	National Service Committee	Dr. D. R. Chandramore- Chairperson Smt. S. J. Salunke- member Dr. R. N. Sawant – Member Mr. Anil S. Bachhav- Member	To apply to University for sanction of Students Unit Approval. To organize one day NSS workshop in adopted village. To conducted Special winter camp in adopted village as per University norms. To submit audited statement and utilization to finance Dept. of SPPU, NAAC, IQAC
6 (B)	Anti Ragging Committee	Dr. Ujjwala Deore Principal Chairperson Smt. M. F. Patil - Member Dr. D. K. Borse - Member Smt. S. L. Yennawar - Member Smt. S. R. Joshi Member Smt. Premal Deore Member	To monitor the anti-ragging activities in College. To take the action on students involve in anti-ragging. To insist the students to Visit the UGC Website and full their online forms To collect anti-ragging forms from students & to submit annual report to SPPU, NAAC, IQAC



## Criteria 6: Governance, Leadership and Management

Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
6 (C)	<b>Grievance Redressal Cell</b>		To scrutinize & solve the problems of female staff and students. To maintain the record of complaints and solved cases. To submit the report at the end of academic year to IQAC
	Students Grievance Committee	Dr. M. F. Patil- Chairperson – Chair- Person Mr. J. P. Dixit- Member- Member	
	Womens Grievance Committee	Dr. R. B. Sawant- Chairperson Smt. M. S. Sonawane- Member	
6 (D)	Students Council Committee	Dr. Borse D.K. – Chair - Person Dr. D.A.Pawar- Member Smt. Y.S.Patil – Member	As per the Maharashtra University Act ( MUA) 1994 Section 40- Students Council is to be established every year during the first term. To conduct election smoothly and select U.R as per section 40(2) (a) of M.U.A
6 (E)	College Magazine Committee	Dr. Y. D. Ghumare - Chair - Person Dr. S. T. Jaiswal- Member Dr. M. P. Patil-Member Prof. N. A. Patil- Member Smt. S. L. Yannawar-Member Dr. Premal Deore-Member Prof. S. A. Wagh	To motivate student to write article,poems and various subjects. Collect select and scrutinize literary articles obtained from students and collect various circuler and extracurricular activity reports publish in college Magazine.
7	Alumni & Parent Coordination Committee	Smt. S. L. Yannawar- Chair-Person Dr. Premal Deore-Member Dr. Z. S. Ansari -Member Prof. V. U. Shelar -Member Dr. G. L. Kolte-Member	To conduct meeting at regular intervals. To mentain the record of associations To submit the report at the end of academic year.
8	Debating & Elocution Committee	Dr. M. P. Patil- Chair-Person Prof. N. A. Patil- Member Dr. Premal Deore – Member Dr. Y. D. Ghumare-Member Smt. S. A. Sevekari-Member	To inform students about competitions organize by various institutions. To motivate students in participation of various competitions.
Sr. N	Name of Committee	Name of the Committee Members	Functions/ Activities
9	Feedback & Roll Call Committee	Smt. S. A. Sevekari - Chair-Person Dr. M. P. Patil – Member Dr. S. T. Jaiswal-Member Smt. S. J. Salunke-Member Mrs.Durga Salunke Member	To obtain feedback from teacher,students & alumini. To prepare report and submit toIQAC. To help to collect data require for students satisfaction survey. To submit monthly and annual report to IQAC.
10	Celebration of Various Days & Publicity Committee	Prof. J. R. Bhavsar-(Celebration) Chair-Person Prof. R. A. Pawar- (Celebration) -Member Dr. Z. S. Ansari (Publicity-Urdu)-Member Prof. A. S. Jadhav (Publicity-Marathi)-Member Mr. T. A. Bhosale (Peon)	To prepare news of the programs organized To send news to the editors of various news papers. To help to maintain articles in library files registers. To submit annual report at the end of academic year.
11	Cultural Committee	Smt. A. C. Sevekari Chairperson Mr. A. S. Jadhav Member Dr.R.P.Hire Member	To organize the cultural programs. To encourage students to participate in cultural activities and other competition.
12	<b>College Association :</b> A) Arts and Social Science Committee	Dr. – D.A.Pawar Chairman Prof. –R.K.Suryawanshi (Soci.Sci) Member Prof.– S.A.Wagh (Soci.Sci) Member Dr.–R.N.Sawant (Soci.Sci) Member Prof. Rohini Pawar - Member Dr. Y.D.Ghumre (Language ) Dr. Premal Deore(Language ) Mr.R.D.Nikam	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
	B)Commerce Association Committee	Smt. S. L. Yannawar- Co-ordinator DR.V.T.Ramavat Member Dr. M. F. Patil- Member	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
	C) Science Association Committee	Dr.S.S.Harne Co-ordinator Dr.R.A.Pawar Member	To organize lectures of eminent personalities based on record development in social sci. To submit annual report at the end of academic year.
13	Excursion & Tour Committee	Smt.T.A.Sontake Chairman Dr.–D.A.Pawar Member Dr.R.P.Hire Member Smt.D.R.Chandramore Member Shri.Anil Bachhav Member	To take prior permission from Institute. To arrange the excursion, tours of students & Staff as per the Syllabus prescribed by the University. To submit the annual report at the end of the academic year.



## Criteria 6: Governance, Leadership and Management

Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
14	Staff Academy Committee	Smt.N.S.Desale - Chairman Dr.R.P.Hiray - Member Smt.Pradnya Deore - Member Mr.K.K.Kapadnis - Member	To arrange the various lectures of eminent personalities and staff members. To submit the annual report at the end of academic year.
15	Competitive Examination & Guidance Committee	Mr.P.Y.Vhyalij - Chairman Dr.S.S.Harne - Member Dr. M. F. Patil - Member Smt.Pradnya Deore - Member Mr.H.S.Aher - Member	To arrange lectures of eminent personalities and guide the students regarding various competitive examinations. To inform the students about various competition organize by various institution To motivate the students to participate in this competition To submit the annual report at the end of the academic year.
16	Campus Beautification & Swachha Bharat Abhiyan Committee	Dr. Y.S.Patil - Chair-person Mr.R.K.Suryawanshi - Member Dr.G.L.Kolthe - Member Mr.S.A.Wagh - Member Shri.P.K. Jadhav - Member	To develop the Botanical Garden. To cultivate ornamental and medicinal Plants related to B. Sc Syllabus. To maintain the flora & fauna of the college campus.
17	Academic Research Committee (ARC)	Smt. P. A. Survase - Co- Ordinator Smt.S.J.Salunke - Member Dr.Dipak Thakre - Member Smt. Dipali Chandramore - Member	To develop research culture among faculty and to encourage them to do Minor/Major Research Project of BCUD . To submit the annual report at the end of the academic year.
18	Placement Cell / Carrer Committee	Dr.V.T.Ramavat - Chair-person Dr.R.B.Sawant - Member Mr.J.P. Dixit - Member Mr.J.R. Bhavsar - Member Mrs K.S.Patil - Member	To organized placement camps. To communicate with different agencies in stipulated time. To collect information of candidates placed by different companies or agencies.
19	Website Updating Committee	Dr.P.A.Survase - Chair-person Dr. V.M.Nare - Member Smt.Pradnya Deore - Member Mrs.Durga Salunke - Member	To update the college website time to time as per norms and conditions laid down by NAAC, UGC, AISHE, JDHE, SPPU, MGV etc.
20	Medical Checkup Committee	Dr.R.N.Sawant - Chair-person Dr. L. V. Jadhav - Member Dr. M. P. Patil - Member Smt.S.T.Jaiswal - Member Mr.V.U.Shelar - Member Dr.R.A.Pawar - Member Dr.Naseem Ansari - Member Mrs.Kavita Patil - Member	To provide curricular, extracurricular & general work to the volunteers. To transfer the amount of actual work on students accounts. To submit annual report and accounts at the end of academic year.
21	Government & University Scholarship Committee	Dr.A.S.Kale - Chair-person Dr.R.P.Hire - Member Smt.Saima Firdaus - Member Prof.A.S.Jadhav - Member Dr.Nassem Ansari - Member Mrs.Gayabai Shinde - Member	To inform students about various scholarship shemes. To help the students in solving problems related to the different scholarships. To submit annual report and account report to the NAAC and IQAC.
22	Soft Skill Development Committee	Smt. S. R. Joshi - Chair-person Prof. G.L.Kolate - Member Mr.J.P.Dixit - Member	To submit the report at the Savitribai Phule Pune University To conduct SSD program for the final year students.
23	UGC's B. Voc & C. C. Committee	Dr.D.K.Borse - Chair-person Smt.N.S.Desale - Member Smt.Yennawar - Member Dr.M.F.Patil - Member Dr. L.V.Jadhav - Member Dr. S.S.Harne - Member Shri.Pravin Bachhav - Member	As per UGC Rules To apply for various schemes for financial assistance. To submit annual reports and account statements to UGC, NAAC and UGC.

## Criteria 6: Governance, Leadership and Management

Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
24	DBT Star College Committee	Dr.T.A.Sontake - Chair-person Dr.A.S.Kale Member Smt.S.R.Joshi Member Dr.Ziya Ansari Member Smt.Pradnya Deore Member Shri.S.S.Aher	To provide data to make correspondence with DBT New Delhi time to time. To provide progress report, audited statement and to utilization to DBT,New Delhi at the end of financial year. To submit annual report to SPU,NAAC and IQAC.
25	Committee for Sc & ST Students	Dr.P.A.Survase Chair-person Smt.D.R.Chandramore Member Smt.Gayabai Shinde Member	To help in solving the problems of Sc  ST students. To help the students in filling scholarship forms. To submit annual report to IQAC.
26	OBC Cell	Dr.R.B.Sawant Dr.Y.S.Patil Mr.N.A. Patil	To uplift the students belonging to the OBC community equal to the mainstream student community . To create awareness about various welfare schemes and other government orders particularly for the OBC community. To submit annual report to IQAC
27	Minority Cell	Smt.Saima Firdaus Chair-person Dr. Z. S. Ansari Member	To enhance equal opportunities for education of minorities. To facilitate financial support to students from minority communities from governmental agencies and other sources. To submit annual report to IQAC
28	Online Program Committee	Dr.Ujjwala Deore Principal Chair-person Dr.D.K.Borse Member Dr.T.A.Sontake Member Dr.Y.S.Patil Member Dr.L.V.Jadhav Member Dr.V.T.Ramavat Member Dr.M.F.Patil Member Dr.Y.D.Ghumare Member Smt.Asmata Sevekari Member Mr.H.S.Aher	To prepare department wise schedule of webinar and online programs. To organize webinar and on line programs effectively on current topics. To make correspondence with resources persons. To help in increasing participants in webinar and on line programs. To provide technical support for organize on line programs To submit annual report to SPU,NAAC and IQAC.

Sr. No.	Name of Committee	Name of the Committee Members	Functions/ Activities
29	Divyang Cell	Dr.Ujjwala Deore Principal Chair-person Dr.D.K.Borse Member Smt.Y.S.Patil Member Dr.D.A.Pawar Member Smt.Y.D.Ghumre Member	To help and provide the amenities differently able students. To acquit them with University and Govt.circulars. To counseling and guidance.
30	Equal Opportunity Cell	Dr.Ujjwala Deore Principal Chair-person Smt.Pradnya Survase Member Smt. Yogita Patil Member	To organize lectures of eminent personalities based on equal opportunity. To organize programs on gender sensitization.
31	NEP	Smt.N.S.Desale Chairperson Dr.P.A.Survase Member Smt.D.R.Chandramore Member Dr.G.L.Kolthe Member	To organize activities based on New Education Policy - 2020

- NOTE- 1] The Principal is the Ex-Office President of all the above college committees and her decisions shall be final and binding on all matters.  
No person is invited to address meetings in the college without the prior permission of the Principal.
- 2] For incurring any expenditure, prior permission of the office is to be sought at least a week before incurring such expenditures.

Place – Malegaon Camp



*Wally*  
(Dr. Mrunal Bhardwaj)  
**ACTING PRINCIPAL**  
M.P.H. Mahila Mahavidyalaya  
Malegaon Camp 423105 (Nashik)

**6.1 Representative Staff Meeting -**

दि 07/11/2020

द्वितीय शरण श्रमक रोजी दि. 07 राजनाथ शैक्षणिक वर्ष 2020-2022 प्रवेश कठिनीची निर्देशा मूळ प्राचार्यांच्या अध्यक्षतेखाली प्राचार्य दाडनाथ खेमान आदी सर विर्यग साठी महाविद्यालयात उपप्राचार्य डॉ. डी. जी. जाधव ने शैक्षणिक परामर्शक डॉ. टी. ए. पवार व महाविद्यालयात सर्व विभाग प्रमुख उपस्थित होते.

विभाग प्रमुखांची उपस्थिती

क्रम	विभागप्रमुखांचे नाव	स्वाक्षरी
	डॉ. डी. जी. जाधव	
	डॉ. डी. ए. पवार	
	डॉ. डी. ए. कुलकर्णी	
	श्री. जे. पी. दोसत	
	प्रा. दिपाली रविंद्र चंद्रमोरे	
	प्रा. श्रीमती गेवळकी वी. वी.	
	प्रा. श्रीमती त्रसता एन. राय	
	प्रा. अशोक एस. जाधव (संगीत)	
	डॉ. मनिनाथी चंद्रलोक जाधव	
	जयमाला ठासोक सोडे	
	डॉ. भारती एक रवेरता	
	प्रा. शेणार वि. सु.	
	डॉ. प्रमल देवर	
	डॉ. रमांग रमणी	
	प्रा. डॉ. अनिता ठोरे	
	डॉ. मनिाफकिर पाटील	
	प्रा. एस. आर. जोशी	
	सर्व केंद्र परि वॉलक	

07/11/2020  
**प्राचार्य**  
 एस. पी. एम. महिला महाविद्यालय  
 मालगांव कॅम्प - 423 904



**6.2 Motivational Guidance Talk: (Representative)**

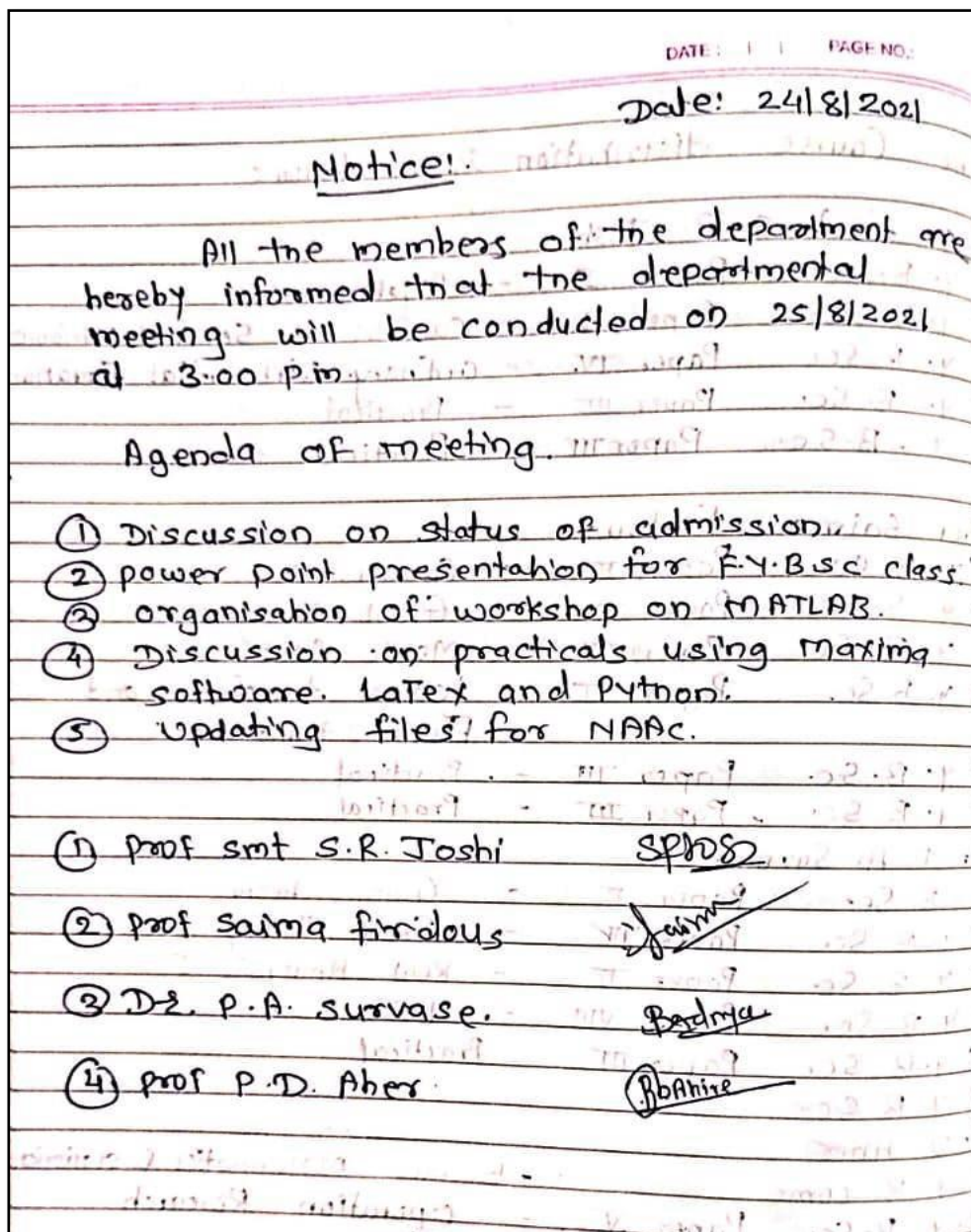


**Prin.Dr.B.S. Jagdale, Trustee MGV Nashik addressing the faculty**



**6.3 Representative Departmental Meeting** (From the Meeting Register of the Department)

A representative example of meeting in one of the departments is shown in following picture.





Notice Date - 20/10/2021

All the faculty members in the Dept. of English are hereby informed that the departmental meeting is arranged on 21st Oct. 2021 at 8:30 am in the Dept. of English. All are informed to attend the meeting.

BSM  
Dr. Bharati Khairnar  
Head,  
Dept. of English

Minutes :-

The following issues were discussed in the meeting:

1) The distribution of the workload for the academic year is as below:-

1) Dr. Bharati Khairnar -

- 1) FYBA opt. English G-1
- 2) S.Y.B.A. Comp. Eng.
- 3) SYBA Eng. G-2
- 4) TYBA spe. Eng. S-3.
- 5) SYBA. SEC - 01 & 02

2) Dr. Deepanjali Borse -

- 1) SYBA spe. Eng. S-2
- 2) TYBA Comp. Eng.
- 3) TYBA spe. Eng. S-4
- 4) FYBcom Comp. Eng.
- 5) TYBA SEC - 03 & 04

3) Dr. Premal Deore -

- 1) FYBA Comp. Eng.
- 2) SYBA spe. Eng. S-2
- 3) TYBA opt. Eng. G-3
- 4) FYBcom Add. English
- 5) SYBSc opt. English

2) Departmental programs to be arranged in the department as per the conditions of MOU.



3) Required data for AQAR 2020-2021 to be prepared and collected by each faculty members.

4) Implementation of ICT based teaching activities.

5) Instructions are given to each faculty members to prepare PPT presentations on the prescribed topics.

6) Academic calendar of the department and teaching plans to be prepared by each faculty members.



The above decisions were taken unanimously.

Dr. Deepanjali Borse - *[Signature]*

Dr. Premal Deore - *[Signature]*

*[Signature]*  
Dr. Bharati Khairnar  
Head,  
Dept. of English

## 6.4 Representative HR Report



संस्थापक  
कर्मवीर भाऊसाहेब हिरे

महात्मा गांधी विद्यामंदिर, नाशिक संचलित  
**श्रीमती पुष्पाताई हिरे कला, विज्ञान व वाणिज्य महिला  
महाविद्यालय, मालेगाव कॅम्प**  
NAAC ACCREDITED "B" GRADE  
सावित्रीबाई फुले पुणे विद्यापीठ, पुणे संलग्न क्र. पी.यु./एन.एस./ए.एस.सी/०३९ (१९९०)

जावक क्रमांक-एसपीएच/२०२१-२०२२/ 333      दिनांक.०४.१०.२०२१

प्रति,  
मा. सत्यम पाटील,  
महात्मा गांधी विद्यामंदिर,  
६ वा मजला के. बी. एच. दंत महाविद्यालय व रुग्णालय परिसर,  
पंचवटी नाशिक-३

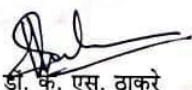
विषय- दिनांक. २८.०९.२०२१ ते ०४.१०.२०२१ चा मानव संसाधन विभागाचा संक्षिप्त  
साप्ताहिक अहवाल स्वीकारण्याबाबत...

महोदय,


वरील विषयान्वये सन्माननीय महोदयांना या पत्रान्वये विनंतीपूर्वक कळवू इच्छिते की, दिनांक. ०४-१०-२०२१ रोजी सकाळी  
ठिक - ११.०० वाजता महाविद्यालयात सभा घेण्यात आली. सदर सभेमध्ये खालील विषयांवर चर्चा करण्यात आली. दिनांक.  
०४-१०-२०२१ चा मानव संसाधन विभागाचा संक्षिप्त साप्ताहिक अहवाल माहितीसाठी पाठवित आहोत. कृपया स्वीकार व्हावा ही नम्र  
विनंती.

म. कळावे,

आपले विश्वासू,



डॉ. क. एस. ठाकरे  
सहयोगी प्राध्यापक पदार्थविज्ञान  
एच. आर.  
महिला महाविद्यालय, मालेगाव कॅम्प, जि. नाशिक



डॉ. उज्ज्वला एस. देवरे  
प्राचार्य  
एस.पी.एम. महिला महाविद्यालय  
मालेगाव कॅम्प - ४२३ १०५

लोकनेते व्यंकटराव हिरे मार्ग, मालेगाव कॅम्प, जि. नाशिक-४२३१०५ \* फोन - कार्यालय (०२५५४) २५०८२७ \* फॅक्स : (०२५५४) २५३२४९  
Website : [www.sphcollege.com](http://www.sphcollege.com) \* E-mail : [prinsphmcollege@gmail.com](mailto:prinsphmcollege@gmail.com)

**Weekly Meeting Report of H. R From Date:- 28/09/2021 to 04.10.2021**

महाविद्यालयाचे नांव- महिलारत्न पुष्पाताई हिरे कला, विज्ञान व वाणिज्य महिला महाविद्यालय, मालेगांव कॅम्प, जि. नाशिक  
नांव- डॉ. काशिनाथ श्रावण ठाकरे पद- सहयोगी प्राध्यापक पदार्थविज्ञान

अ. क्र.	विभाग	कर्मचा-याचे नांव	नेक/एन. बी.ए. संदर्भातील प्रलंबित कामे	नेक/एन.बी. ए. बाबत केलेली कामे	आठवडा भरताील केलेल्या कामाचा तपशिल	आठवडा भरताील मागील प्रलंबित कामाचा तपशिल	मागील प्रलंबित कामाचा तपशिल	मागील प्रलंबित कामे कोणाकडून स्थगित आहेत (एम.जी.व्ही मध्यवर्ती कार्यालय/वॅ डर/महाविद्यालय शासन विद्यापीठ)	प्राचार्य आणि सीडीसी यांच्या बरोबर झालेल्या मिटींगचा अहवाल (एच.आर. कामाबाबत फक्त)	कामासंदर्भात आपले मत नोंदविणे आणि समस्यांचे निवारण असल्यास मत देणे	शेरा
1	HR	Dr. Thakare Kashinath Shraavan	-	-	या साप्ताहिक मध्ये कार्यालयीन कर्मचा-यांची बैठक घेवून त्यांच्याकडून अहवाल प्राप्त करून सदर अहवालात संपूर्ण माहिती आपणाकडे सादर करित आहे.	-	-	-	-	-	महाविद्यालयाचे एच. आर. हे दर साप्ताहिकमध्ये कार्यालयीन कर्मचा-यांकडून सर्व कामांचे कामकाज नियमित कर घेतात व संस्थेस, शासनस, विद्यापीठास माहिती पुरविली जाते.
2	Appraisals	Dr. D. K. Borse			Self Appraisal Report 1. NSS Department organised an online lecture on 01/10/2021 on the topic "Youth Inspiration and						

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					Mahatma Gandhi" at 12.30 pm on the occasion of Mahatma Gandhi Jayanti. Resource Person was Hon. Shashikant Sonawane. 2. Principal Dr Ujjwala S Deore participated and presented a research paper in the International webinar on the topic The topic of research paper is "1960 Faculty participated in various Webinars in their respective disciplines.						
3	Attendance	Shri. P. B. Patil			शिक्षक व शिक्षकेतर हजरोपत्रक स्वाक्षरी व जैविकतंत्र (Biometric Thumb) वरती महाविद्यालयात येतांना व जातांना (Biometric Thumb) सकतीचे करण्यात आले आहे.						
4	Memo	Shri P. N. Bachhav			निरंक						
5	Appointment Order and Reappointment	Shri B U. Ahire			१.समाजश्री मा. प्रशांतदादा हिरे कला, विज्ञान व वाणिज्य महाविद्यालय नामपूर येथून बदली						

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Criteria 6: Governance, Leadership and Management

				<p>होवून आलेले शिक्षकेतर कर्मचारी श्री. गोविंद गणपत मगरे- वरिष्ठ लिपीक व श्री. पुष्पकांत बी. पाटील- कनिष्ठ लिपीक यांचे मूळ सेवापुस्तिका व वैयक्तिक फाईल मागणी पत्र पाठविलेले आहे.</p> <p>२. महाराजा सयाजीराव गायकवाड महाविद्यालयातून बदली होवून आलेल्या डॉ. रामावत वैजयंती तुळशिराम-सहाय्यक प्राध्यापक वाणिज्य व प्र. अतुल शिवाजी काळे-सहाय्यक प्राध्यापक रसायनशास्त्र यांचे मूळ सेवापुस्तिका व वैयक्तिक फाईल मागणी पत्र पाठविलेले आहे.</p>					
6	Vacancy	Shri B U. Ahire			निरंक				
7	Legal Issue discus attendance vacancy memo only Principal & CDC /HD HR Legal Team				निरंक				
8	GAD	Shri. G. G. Magare			१.शैक्षणिक वर्ष-२०२२-२०२३ चे संलग्नीकरण व नुतनीकरणाचे ऑनलाईन भरलेल्या प्रस्तावाची हार्ड कॉपी सावित्रीबाई फुले पुणे विद्यापीठ येथे जमा केली.				

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				<p>२. शनिवार दिनांक. ०२ ऑक्टोबर, २०२१ रोजी महात्मा गांधी विद्यामंदिर संस्था स्थापना दिना निमित्त सकाळी ठिक-- ७.४० वाजता महाविद्यालयात ध्वजा रोहणाचा कार्यक्रम संपन्न झाला.</p> <p>तसेच ' राष्ट्रपिता महात्मा गांधी व लाल बहादूर शास्त्री' यांच्या जयंती निमित्त ध्वजारोहन कार्यक्रम संपन्न झाल्यानंतर प्रतिमा पुजनाचा कार्यक्रम संपन्न झाला. सदर कार्यक्रमांची बातमी प्रसिध्दीस देण्यात आली.</p>				
9	IT	Shri. P. B. Patil			<p>Campus 360 या संकेतस्थळावर महाविद्यालयाची प्रथम वर्ष कला, विज्ञान व वाणिज्य शाखेची प्रवेश प्रक्रिया सुरळीत सुरु आहे.</p> <p>प्रवेश-२०२१-२०२२          प्रथम वर्ष कला- १२६          प्रथम वर्ष विज्ञान- ५६          प्रथम वर्ष वाणिज्य- ३६          एम.ए.मराठी भाग-१-०३          एम. ए. संगीत भाग-२ -02          एम. ए. संगीत भाग-२- ०३          एकूण -२२६</p>			
10	Website	Dr. K. S. Thakare			<p>AQAR-2019-2020 संकेतस्थळावर अद्यावत करणेसाठी पाठविलेले असून ते आयटी विभागकडे कळविले</p>			

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Criteria 6: Governance, Leadership and Management


				आहे.					
11	Placement	Dr. D. A. Pawar/ Prof. J. D. Pagar			प्रथम वर्ष कला, विज्ञान व वाणिज्य वर्गांचा निकाल संस्थेकडेस गुणपत्रक प्रिटींगसाठी पाठविली आहेत. वरील वर्गांचा पुरवणी परीक्षेचा निकाल संस्थेकडेस गुणपत्रक प्रिटींगसाठी पाठविली आहेत. एस. वाय. टी. बी.एस्सी ऑक्टोबर-२०२० चा निकाल नुकताच जाहिर झाला व त्याचे गुणपत्रक विद्यापीठाकडून हस्तरीत करण्यात आले.				
12	Purchase/ Estate	Shri S. S. Aher			ICT Laboratory विभागातील वाढीव इलेक्ट्रिक फिटिंग पूर्ण करण्यात आली. व झेरॉक्स मशिन दुरुस्तीसाठी प्रस्ताव सादर केला.				
13	Scholarship	Smt. G. A. Shinde			स्कॉलरशिपची माहिती २०१७-१८,२०१८-२०१९,२०१९-२०२० संस्थेकडेस सादर करण्यात आली. दाखला तयार करण्याचे कामकाज चालू आहे.				
14	NAAC Work	Dr. B. S. Khairnar			1 Participated in the HOD Meeting called by the principal for the discussion on the ADD ON Certificate				

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					Courses. 2. Discussion on the planning and implementation of the ADD ON Certificate Courses. 3.Prepared the draft of Students Feedback Form and Teachers Feedback form. 4. Corrected the Alumni Feedback draft.				
15	IQAC Section	Dr. Deepanjali Karbhari Borse			IQAC 1) Working on a new format of AQAR 2020-2021. 2) Online Feedback Links are completed. 1)				

म. कळावे,

  
 डॉ. क. एस. ठाकरे  
 सहयोगी प्राध्यापक पदार्थविज्ञान  
 एच. आर.  
 महिला महाविद्यालय, मालेगांव कॅम्प, जि. नाशिक

आपले विश्वासू,  
  
 डॉ. उज्ज्वला एस. देवरे  
 प्राचार्य  
 एस.पी.एच. महिला महाविद्यालय  
 मालेगांव कॅम्प - ४२३ १०५

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**6.5 Weekly Teaching Report (Representative)**

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

**Summary of Weekly Reports**

**21 October to 27 October 2021**

**Full College Name, City (Abbreviation):** S.P.H.Mahila Mahavidyalaya, Malegaon

**Courses:** Arts, Science and Commerce Undergraduate, Marathi, Music & History Post Graduate

**Academic VP:** Dr.D.G.Jadhav

**Academic Supervisor:** Dr.D.A.Pawar

**1. Current admission Status:**

- i. Latest figures of I, II, III, IV & V year admissions to be mentioned

CLASS	GRANT		NON-GRANT	
	Strength	Active	Strength	Active
F.Y.B.A. {CREDIT}	240	159	360	...
S.Y.B.A. {CREDIT}	240	78	240	...
T.Y.B.A. {CREDIT}	240	...	...	...
F.Y.B.COM. {CREDIT}	120	40	...	...
S.Y.B.COM. {CREDIT}	120	62	...	...
T.Y.B.COM. {CREDIT}	120	...	...	...
F.Y.B.Sc. {CREDIT}	120	81	120	...
S.Y.B.Sc. {CREDIT}	120	120	120	17
T.Y.B.Sc. {CREDIT}	240	...	...	...
M.A. I History	...	...	60	06
M.A. I Marathi	...	...	60	06
M.A.I Music	...	...	24	06
M.A. II History	...	...	60	01
M.A. II Marathi	...	...	60	03
M.A.II Music	...	...	24	07
<b>Total :</b>	<b>1560</b>	<b>540</b>	<b>900</b>	<b>46</b>

- ii. Date of next CAP round as applicable : NA  
iii. Last date of admission : NA  
(Point to be discontinued after completion of admissions process)



2. **Syllabus completion status {Semester 2<sup>nd</sup> } :**

Arts: 60-80%

Science: 65-85%

Commerce: 65-85%

3. **List of Faculty Members who have not submitted weekly academic reports, with reasons:**

NA

4. **List of Faculty Members who have submitted incomplete weekly academic reports, with reasons:**

NA

5. **College activities:**

1. Date 21/10/2021 According to SPPU Pune Circular no.289/2021 Lectures started in the college under all the norms of covid 19.
2. Date 22/10/2021 Information regarding students having vaccination was sending to the University and Department of Higher Education, Govt. of Maharashtra.
3. Date 23/10/2021, results sheets of the TYBA/BCom/BSc received from university sub-centre.
4. Date 26/10/2021, Organized Vaccination camp for students with the collaboration of MSG College, Malegaon.

\*\*\*\*\*



  
**Academic Co-ordinator**  
S. P. H. Mahila Mahavidyalaya  
Malegaon Camp Dist. Nashik

## 7. Student Council

A student council is a group of student representatives elected and nominated by the Principal. The students working together within the framework of a constitution to provide a means for student expression and assistance in college concerns activities which gives opportunities for student experience in leadership relations. The information of the student council is displayed on college website.

**7.1 List of Representatives of Students' Council (2021-22)**

**Mahatma Gandhi vidyamandir's  
S.P.H. Arts, Science & Commerce College, Malegaon Camp  
STUDENT COUNCIL 2019-2020**

Sr.No.	Name of the Students	Class	Remarks
1	Saveri Pawar	T.Y.B.Sc	Uni. Representative
2	Muskan Harun Shaikh	F.Y.B.A	Class Representative
3	Vaishnavi Dhanraj Bachhav-	SYBA	Class Representative
4	Sweta Dinesh Sonar-	TYBA	Class Representative
5	Vaishnavi Dattatray Wagh	M.A. Marathi	Class Representative
6	Nikita Mangal das Borase	T.Y.B.A	Sports Representative
7	Surbhi Rajendra Dhamane	T.Y.B.A	Cultural Representative
8	Amisha Ratnakar pagare -	FYBcom	Class Representative
9	Nirmala JibhauNikam-	SYBcom	Class Representative
10	Madhavi Omkar Nikam	M.A.Music	Class Representative
11	Chetana Dadabhau Rajput	F.Y.B.Sc	Class Representative
12	Gaytri Pratap Sonwane	F.Y.B.Sc	Class Representative
13	Momin MusferraShabinAmd.	S.Y.B.Sc	Class Representative
14	Kaveri Sanjay Jadhav	S.Y.B.Sc	Debate Representative
15	Tanuja Sainath Kasar	T.Y.B.Sc	Class Representative
16	Pooja Chavan	T.Y.B.Sc	NSS Representative

*Y. Patil*  
Smt. Yogita S. Patil  
Student Welfare (Officer)  
S.P.H. Mahila Mahavidyala,  
Malegaon Camp (Nashik)



*U.S. Deore*  
(Dr. Ujjwala S. Deore)  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)



Student Council 2019-20



## **8. Recruitment of staff**

The teaching and supporting staffs is the backbone of the college. The recruitments are carried out by parent institute as per the procedures. The rules and regulations laid down by affiliating university, GoM, UGC are strictly followed for the recruitment of teaching and non-teaching staff. However, there are mere appointments made by the GoM in 2019 on regular post. The services are monitored by Principal and parent institute for the performance of staff and supported for their promotions.

### **8.1 Procedure for recruitment of teaching /supporting Staff**

For the recruitments, HEI follows the rules and regulations laid down by State government, affiliating university, university grants commission and central Govt. of India from time to time. The detailed mechanism is:

1. Requirements of the staff is finalized and approved from Director of Higher Education (DHE), Government of Maharashtra.
2. Advertisements are published in the state and national level newspapers.
3. Interviews are conducted by a selection committee duly constituted by affiliating university and Joint Director of Higher Education (JDHE). This committee is composed of Head of the Department, External subject expert, Principal, VC Nominee, Nominee of State Government and Chairman.
4. As per the qualifications for the faculties and non-teaching staff the candidates who satisfy all the conditions and excelled in the personal interview are selected by preferences.
5. The Selection Committee reports are submitted to university and DHE for approval and then appointment orders are released.
6. The candidates joined are subjected for the approvals from university and DHE.
7. The services are continued as per the service conditions.
8. Promotional Policies: Based on the performance appraisal and service conditions as per the rules and regulations of higher authorities the services are promoted to the higher levels.

**8.2 Sample Advertisement for the Recruitment**

Sr. No.	Designation	Subject	Full Time Vacant Post	Reservation
01.	Principal	-	01	1 Open to all
02.	Assistant Professor	Commerce	05	1 Open, 1 SC, 1 ST, 1 VJ(A), 1 NT(B)
03.		Chemistry	09	1 Open, 1 SC, 1 ST, 1 NT(B), 1 NT(C), 1 NT(D), 1 SBC, 1 OBC, 1 SEBC
04.		Zoology	03	1 ST, 1 NT(B), 1 SBC
05.	Director of Physical Education	-	02	1 Open, 1 OBC
06.	Librarian	-	01	1 Open

**Any 02 of the above Posts Reserved for Physical Handicap**

**Terms & Conditions :-**

1. Qualification, Experience, Age & Pay Scale for all these posts are as prescribed by the U.G.C., Savitribai Phule Pune University, Pune & Government of Maharashtra from time to time.
2. Reservation for Women, Persons with disabilities, Orphans etc. will be as per the norms of the Government of Maharashtra.
3. Post reservation for VJ(A)/NT(B)/NT(C)/NT(D) are interchangeable.
4. The selection process and the appointments are subject to the outcome of writ petition No. 12051/2015, 175/2018 & others.
5. Prescribed blank application forms for above posts may be obtained from the office of the undersigned **OR** downloaded the form from our website [www.mgv.org.in](http://www.mgv.org.in). Duly filled form should be submitted by hand or by post along with necessary documents & crossed I.P.O. (Indian Postal Order) of Rs. 200/- (Two Hundred Rs. Only) in favour of "The General Secretary, Mahatma Gandhi Vidyamandir".
6. Candidates applying under Reservation should submit one copy of the application directly to the Dy. Registrar (Reservation Cell) Savitribai Phule Pune University, Pune-411 007.
7. Application Complete in all respects shall reach within 15 (Fifteen) days from publication of this Advertisement at the above mentioned Address.
8. Candidates already in employment must submit their application through proper channel.
9. Non qualifying / incomplete application & application received after stipulated period will not be considered.
10. Candidates called for interview will have to remain present at their own expenses.

Place :- Nashik  
Date : 09 /03/ 2019

**Dr. Prashant V. Hiray**  
General Secretary



### 8.3 Appointment order of Faculty (Representative)



Ref.No.MGVN/1561/2019-20

Date : 09/07/2019

#### **APPOINTMENT ORDER**

To,

**Dr. Jadhav Lahanu Vitthal**  
Near Nirmal Child Hospital,  
Kalwan Road, Deola, Dist. - Nashik

**(O.B.C.-Hindu-Kunbi)**  
M.P.Ed., SET, Ph.D.

#### **Sub. :- Appointment to the post of Director of Physical Education.**

In response to our advertisement dated 11/03/2019 and subsequent interview held on 06/07/2019 for the above post, on the recommendation of Staff Selection Committee, I am pleased to inform you that you are appointed by the Management, under statute no. 415 of the Savitribai Phule Pune University, Pune to the post of **Director of Physical Education**.

At present you have been appointed to the said post at **Smt. Pushpatai Hiray Arts, Science & Commerce Mahila College, Malegaon-camp, Dist.-Nashik** in the Academic Level 10 of Pay Matrix Rs.57700-182400 with effect from **11/07/2019**. You will be also entitled to Dearness Allowance, House Rent Allowance and C.L.A. at the rates prescribed by the State Government from time to time. You shall join your duties within seven (07) days from the receipt of this letter.

#### **Your appointment is subject to the following terms and conditions :-**

1. Your services will be governed by the norms of U.G.C., Maharashtra Universities Act 2016, Statutes, Code of Conduct, Ordinances and Rules and Regulations laid down by the Savitribai Phule Pune University, Pune and State Government from time to time.
2. Initially your appointment shall be purely on probation for a period of one year from the date of your actual joining the duties; and probationary period may be extended further for a period of one year at the discretion of management; or may be dispensed with earlier either during the probation or the extended period of probation. Unless confirmed in writing, you will be deemed as probationer after the expiry of the probationary period or the extended period of probation. Your services will therefore be liable to be terminated without notice or specifying any reasons. No notice of termination will be necessary on the expiry of the original or extended probationary period.
3. The post is reserved for **O.B.C.**
4. Your appointment and salary shall be subject to approval by the Savitribai Phule Pune University, Pune and, Director of Technical Education/Director of Medical Education & Research / Director of Higher Education as the case may be. If your appointment for the said post is not approved by the University your services shall be terminated.
5. Your appointment is on full time basis and your normal daily duty hours shall be as decided or prescribed by the Competent Authority. However, the working hours shall be flexible depending upon the exigencies of services at the discretion of the Management.

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6. Your appointment shall be terminated without notice, if it is proved that the information given by you in your application is false and / or a Degree or any other certificate or document submitted by you are forged or tampered with.
7. Your appointment is subject to the minimum number of students and the work load prescribed for the post.
8. You shall produce the originals and submit certified true copies of relevant testimonials such as Aadhar Card, PAN Card, Birth Date Certificate, Marksheets, All Eligibility Certificates, Experience Certificates, Change of name Certificate (if any), two passport size photographs etc. before joining your duties.
9. In case of any change in your residential address/phone number etc during the course of your employment in the institute/college, it shall be your duty to intimate the same in writing to the management, through principal of the institute/college within seven days from the date of such change.
10. All communications to you to your last given address/e-mail address shall be deemed to have been delivered to you.
11. You shall be the whole-time employee of the institute/college and shall not engage yourself in any work, profession or employment either honorary or otherwise. You shall also not conduct any private tuitions or classes or engage yourself in private coaching classes.
12. You will not prepare or publish any book, paper or you shall not canvass for any publication or any publishing firm without prior written permission of the management.
13. You shall confirm to all rules and regulations in force from time to time in the institute /college and shall carry out all other orders/instructions/directions of the management as are given to you in connection with discharge of your duties.
14. You shall not practice or incite any student to practice casteism, communalism or untouchability or cause or incite to be caused any other person to damage the property of the institute/college; or behave or encourage or incite any student, Lecturer or any member of the staff to behave in a disorderly manner in the premises of the institute /college or outside.
15. You shall not utilise, disclose or divulge to any person or persons any secret of the institute/college.
16. You shall be also responsible for the safe custody of the furniture, books, apparatus, record, instruments and such other articles entrusted to you and in case of any damage or loss, the management or institute/college shall have the right to make good the same from your salary or other dues besides taking any other disciplinary action as they may deem fit or proper.
17. You shall undergo medical examination by the approved Medical Officer Dr. Shodhan Gondkar, (M.D., OB/GY), 'Ramalayam', Hospital, Panchavati Karanja, Behind Hotel Bhagwati, Panchavati, Nashik -3, within three month's from the date of joining the duties. The appointment shall be provisional and conditional, pending submission of Medical Certificate stating that you are free from any contagious disease and that you are physically and mentally fit for employment of the College / Institute.
18. Your appointment and continuance in employment of the institute/college is further to your being found medically fit and management shall have the right to get you re-examined from the appropriate medical authority.

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19. Your services shall be liable to be transferred from one place/institute/college to another place/institute/college run by the management and from one post to another purely at the discretion of the management and on account of exigencies of work/administrative reasons.
20. Conducting private tuitions or private coaching classes in any form is strictly prohibited. You are also prohibited from taking any paid assignment or honorary posting outside the college without prior written permission of the Management.
21. The Management can also seek the Antecedent Character Report from the Police authority.
22. That on confirmation your services shall be liable to be terminated on one months' notice or salary in lieu thereof except on disciplinary grounds in which case no such notice or payment in lieu thereof shall be necessary.
23. You shall not terminate your employment/leave the services without giving one months' notice in writing or salary in lieu of such notice.
24. If you are found absent continuously for more than eight consecutive days without permission, your services will stand terminated automatically. If you are found guilty of violation of rules of discipline and any terms and conditions mentioned above, you will be liable for disciplinary action . During the period of your service you shall not directly or indirectly do such things which are subversive to the interests of the Society / University / Institute / College and students.
25. Submit your joining report to the Management immediately after joining your duties. If your acceptance is not received in time or you failed to join within stipulated period i.e. within seven days from receipt hereof, it will be presumed that you are not interested to join the post and this order shall automatically stand cancelled, this may please be noted.



  
[DR. PRASHANT V. HIRAY]  
GENERAL SECRETARY  
Mahatma Gandhi Vidyamandir,  
Panchavati, Nashik-3

I have read and understood the terms and conditions mentioned in this letter of appointment. I accept the same. I Shall Join my duties on or before 11 / 07 /2019.

Date : 11 / 07 /2019

Signature 

Name Dr. Loharu V. Jadhav

**Copy to :-**

1) **The Principal,**  
Smt. Pushpatai Hiray Arts, Science & Commerce  
Mahila College, Malegaon-camp, Dist.-Nashik

2) **The Registrar,**  
Savitribai Phule Pune University,  
Pune - 411 007.

Balaji/MGVN.



## 8.4 Joining report of faculty

### JOINING REPORT

(To be sent in duplicate to the Management)

Mr./Ms. Dr. Lahanu V. Jadhav

Assistant Professor in Director of physical Education

To,

The Principal,

smt. Pushpatai Hiray  
Arts, Science & Commerce  
Mahila College, Malegaon  
Dist - Nashik

Sub :- Joining Report...

Ref :- Mahatma Gandhi Vidyamandir, Nashik  
Order No. MGVN/1561 /2019-20, Dated : 9/07/2019

R/Mam,

With reference to the above mentioned order, I am joining my duty as a Assistant Professor in Director of physical Education at smt. Pushpatai Hiray Arts Science & Commerce Mahila College, Malegaon in the morning today, dated : 11/07/2019. Dist - Nashik

Kindly allow me to join my duties & oblige.

Thanking you,

Yours Faithfully,

Place :- Malegaon  
Date :- 11/07/2019

Dr. Lahanu V. Jadhav

Forwarded with compliments to the :-  
**Hon'ble General Secretary,**  
Mahatma Gandhi Vidyamandir,  
Panchavati, Nashik-3

For information with the endorsement that Mr./Ms Dr. Lahanu Vithal Jadhav has joined his/her duties as stated above.



Principal  
**PRINCIPAL**  
S.P.H. Mahila Mahavidyalaya  
Malegaon Camp-423 105 (Nashik)

## 9. Perspective Plan Deployment

- An academic calendar of the college is prepared at the beginning of the academic year and individual teaching plan of the teacher is prepared for the effective implementation of the curriculum.
- Teacher's diary is maintained by each teacher for proper organisation of the syllabus and academic calendar.
- Faculty wise value added courses are imparted to students to enhance the employability, additionally B.Voc. certificate course for the students are made available.
- To have an effective implementation of the academic plan, qualified staffs are appointed, as well as a properly defined program of course outcomes are framed and made aware to the concerned staff.
- The academic curriculum is well supplemental by co- curricular and extracurricular activities.
- A feedback system on the syllabus by student's teachers & parents is in place, which is analyzed and a faculty wise action taken report is submitted.
- The IQAC in collaboration with different departments, organized guest lecturers in professional ethics, environments sustainability and human values.
- A workshop on gender sensitization was also organized for teachers and students.
- Guest lecture, One Day Webinar and 5 Days FDP on NEP 2020 was conducted for teachers
- A well drafted policy on admission is prepared. It has led to reduction in the gap between seats sanctioned and students admitted to the different programs run by the college.
- Teaching staff voluntarily sat for students counseling during admissions, which has also lead to an increase in the number of admissions.
- Student centric teaching methods like self-learning, peer learning and experiential learning, study surveys, presentation, project internship, are routinely employed in the teaching methodology along with the use of ICT enabled tools for effective teaching.
- Staff have created teaching video materials for effective online teaching either through, University (SPPU) repository, You Tube Channel, Zoom or through Google classroom.

- The Teaching quality standard is maintained by appointing experienced and qualified staff with NET/ SET/ GATE or Ph.D and such staffs are retained over the years.
- The internal and external examinations are conducted by the college under the supervision of the College Exam Committee (CEO). The college exam committee has also developed a system to effectively solve complaints in a transparent and time bound manner.
- The examination related notices are also effectively circulated under the guidance of CEO.
- The college has an effective system to monitor the course and program outcomes and effectively setting up a mentor- mentee system to increase the Students-Faculty. Cooperation in teaching learning activities.
- The college also conducts regular feedback to judge the students satisfaction in the curricular, co-curricular and extracurricular activities.
- Induction Programme for first year students is organized.
- Seminar, Conference, Webinars are organized on various current topics.
- Student enrolled for various NPTEL Courses.
- The college has created facility to inculcate and promote research through Academic Research Committee.
- For enhancing research culture, various departments organize workshops, seminars as well as industry academic interaction.
- Various departments of the college are active in research through collaborative research, faculty exchange program, student exchange program with institutions and organization at national & international levels.
- The college has signed MOU's with academic institutions, industries & agencies of professional and social relevance to motivate staff and students to with these industries and organization.
- Staffs are also motivated to do research and publish their work in Scopus/ Web of science/ UGC care journals. The students are also inculcated with a feeling of social responsibility by conducting extension & outreach activities.
- The staff and students are motivated to participate in social extension activities like NSS, SDC etc.



- Students and Teachers participated in ‘Avishkar’ Research Competition organized by SPPU.
- Student participation in Co-curricular and Extension activities for the overall personality development.
- The college infrastructural facilities are put to optional use by running the college in two shifts.
- An infrastructure maintenance policy is in place which maintain and updates the available infrastructure and the ICT tools. Documents are maintained through geo tagged photos.
- The Library and its infrastructure is user friendly and the stakeholders like staff, students, and parents make the optimum use of the same.
- According the infrastructure maintenance policy, the annual expenditure of infrastructure is maintained updated and certified from authorized auditor.
- During the pandemic lockdown period, the college provided the staff with Wi-Fi for conducting online theory and practical classes, and at the same time providing remote access of the digital library to the staff and students.
- The college was regularly and continuously sanitized for the safety of the staff during the pandemic period.
- The college has taken all the sincere efforts to extend the benefits of scholarships & free ships to maximum students.
- The holistic development & students progression to higher education and employment is followed by a well-developed mechanism.
- The college has conducted various skill based activities for the students for having their employability skills and excels in competitive examinations.
- The alumni from various departments of the college have contributed in increasing the employability and placement of the students.
- The colleges Career Guidance and Placement Officer have arranged for pre-placement activities such as guest lectures on career guidance skills based workshops and industrial visits for the benefit of the students and conducted placement drive for students.
- The holistic development of students has been achieved by organizing activities related to health and hygiene, physical fitness, yoga, students counseling.

- The college continues to effectively implement various healthy practices such as ICC, Student Grievance, discipline committee and anti-ragging cell.
- In spite of the pandemic, the college sports committee has organized physical education awareness programs, virtual activities and organized inter college sport activities.
- The strong Alumni Association of the college has actively participated and helped the students in curricular, co-curricular and extracurricular activities
- The Stakeholders of the college are made aware of the college vision & mission by displaying it sign boards in prominent locations in the college.
- The decentralized and participative management policy of the college is enforced by the various college committees wherein the students have been encourage to participate in large numbers.
- A good management initiative is in the development of a perspective plan for the college which is communicated to all the stakeholders.
- The e- governance has been implemented in the areas of administration, finance, accounts, student's admission and examination for effective implementation of the management policies.
- The college staff welfare policy takes care of the small monitory requirements of the employees in medical emergencies, school/ college fees payment of their wards and other such small needs of the employees is taken care by the welfare policy
- The college staffs are constantly motivated to participate in online & offline FDP, orientation/ refresher course, Short Term Courses.
- The performance quality of the staff is maintained and upgraded through the performance appraisal system for teaching & non-teaching staff.
- There is a system in place to conduct the internal & external financial audit for the statutory compliance policies.
- The mobilization and utilization of the funds is done through a well-developed strategy for its optional utilization.
- The institutional IQAC ensures the quality assurance strategies are effectively implemented.
- Various departments and cells have prepared policies and SOPs for the smooth functioning.

- A functional IQAC ensures that all the initiatives for college development are effectively implemented
- The college has participated in many quality assurance initiatives like NIRF National Rankings, AISHE and ISO certification.
- The college has conducted activities to promote gender sensitivity.
- The institute has developed facilities for alternate energy sources and energy conservation resources like solar energy as well as proper segregation and disposal of degradable & non degradable waste.
- Water conservation facilities like reuse of grey water, rain water harvesting are few of the projects implemented by the college.
- A green campus initiative is in place, wherein ban on use of plastics within the campus, landscaping, Planting of native trees.
- Secular credentials of the college is maintained with harmony towards all religions and sensitizing the employees and students of their civic rights and duties
- Certain practices have been conducted throughout the year and have been developed as the best practices of the college
- The SWOC analysis has been framed and conducted during the year and future Plan and Targets have been set.

## **10. Academic Calendar**

The academic bodies and committees for academic administrative and extension activities through support services are functioning for betterment of stakeholders. These activities are planned in the form of academic calendar and executed in tune with the framed policies and procedures. The academic calendars for last five years are uploaded on website (Link: <https://mgvsph.kbhgroup.in/Academic.html>). As an example, Academic calendar for the academic year 2021-22 is given below:





Founder



Karmaveer Bhausaheb Hiray

Mahatma Gandhi Vidyamandir's

**MAHILA RATNA PUSHPATAI HIRAY ARTS, SCIENCE  
& COMMERCE MAHILA MAHAVIDYALAYA , MALEGAON CAMP**

Affiliated to Savitribai Phule Pune University, Pune ID. No. PU/NS/ACS/039/1990  
\* website: www.sphcollege.com \* E-mail : prinsphcollege@gmail.com

NAAC ACCREDITED "B" GRADE  
Ref.No.C-41629

**Academic Calendar : 2021-22**

Month	Week/ Day	Particulars
June 2021	5 <sup>th</sup> June	World Environment Day
	1 <sup>st</sup> week	Admission to F.Y.B.A. /B.Com/ B.Sc classes*
	2 <sup>nd</sup> week	Opening of college
	15 <sup>th</sup> June	Institution Flag Hoisting, Opening Meeting with Principal
	2 <sup>nd</sup> & 3 <sup>rd</sup> Week	Admission to S.Y. UG classes*
	3 <sup>rd</sup> week	Admission to T.Y.UG classes*
	3 <sup>rd</sup> week	Academic and Administrative Audit
	3 <sup>rd</sup> week	Academic Calendar and Time Table Preparation of UG & PG
	3 <sup>rd</sup> week	Preparation of E- Content based on Syallabus
	21 <sup>st</sup> June	International Yoga Day
	4 <sup>th</sup> week	Declaration of all PG results*
	4 <sup>th</sup> week	University results F.Y./ S.Y.and T.Y.UG Classes* Weekly Meeting with Principal
July 2021	1 <sup>st</sup> Week	Tree Plantation week from 1 <sup>st</sup> July to 7 <sup>th</sup> July
	1 <sup>st</sup> week	Distribution of Academic Committees
	1 <sup>st</sup> week	Admission to all PG classes * Teaching of UG classes begins*
	3 <sup>rd</sup> July	Death Anniversary of Loknete Vyankatraoji Hiray
	2 <sup>nd</sup> week	Perparation of Time Table and Teaching of PG classes begins
	11 <sup>th</sup> July	World Population Day
	23 July	Birth Anniversary of Lokmanya Tilak

	4 <sup>th</sup> week	Constitution of student council
	4 <sup>th</sup> week	CDC Meeting
		Weekly meeting with principal
August 2021	1 <sup>st</sup> August	Death Anniversary of Lokmanya Tilak
	1 <sup>st</sup> August	Birth Anniversary of Annabhau Sathe
	1 <sup>st</sup> August	Birthday Celebration of Dr. Apoorva Bhau Hiray (MLC) (Co-ordinator of Mahatma Gandhi Vidyamandir)
	1 <sup>st</sup> week	Inauguration of various Associations
	1 <sup>st</sup> week	NSS Activities, NSS Volunteer Registration
	9 <sup>th</sup> August	Kranti Din
	15 <sup>th</sup> August	Independence Day
	29 <sup>th</sup> August	Celebration of Sports Day
	4 <sup>th</sup> Week	Sports Practice & Various Matches Participation & Organisation
September 2021	1 <sup>st</sup> week	IQAC meeting
	5 <sup>th</sup> Sept.	Teacher's Day and Birth Anniversary of Dr. Savapalli Radhakrishnan
	8 <sup>th</sup> Sept.	World Literacy Day
	14 <sup>th</sup> Sept.	Hindi Day
	16 <sup>th</sup> Sept.	International Day for Presevation of Ozone layer
	3 <sup>rd</sup> week	Organisation of lectures by various Academic Committees
	3 <sup>rd</sup> /4 <sup>th</sup> week	S.Y./T.Y.B.Sc University Practical Exam*
	22 <sup>nd</sup> Sept	NSS Day
	4 <sup>th</sup> week	Conducting Mid Test Sem- I Examinations of F.Y./ S.Y./ T.Y. UG classes*
	4 <sup>th</sup> Week	CDC meeting
		Weekly meeting with principal
October 2021	1 <sup>st</sup> /2 <sup>nd</sup> week	Conducting F.Y.UG Classes and University Examination of S.Y./T.Y. UG classes (Backlog)*
	2 <sup>nd</sup> October	Birth Anniversary of Mahatma Gandhi and Lalbahadur Shastri Celebration of M.G. Vidyamandir's Foundation Day
	3 <sup>rd</sup> /4 <sup>th</sup> week	University Examinations of S.Y./T.Y. UG classes*
	15 October	Celebration of Vachan Prena Din on the Occasion of Birth



		Anniversary of A.P.J. Abdul Kalam
	4 <sup>th</sup> Week	Notification of College Magazine "Aurva- Sampada"
	4 <sup>th</sup> Week	Organisation of Lectures by various academic committies
	31 <sup>st</sup> October	National Unity Day, Birth Anniversary of Sardar Vallabh Bhai Patel
	31 <sup>st</sup> October	Conclusion of the First Term*
		Weekly meeting with principal
		Sports Practice and Various Matches
		Regular Activities of N.S.S. and Earn & Learn Scheme

### Second Term

Month	Period	Particulars
November 2021	6 <sup>th</sup> November	Death Anniversary of Karmaveer Bhausaheb Hiray
	12 November	Guru Nanak Jayanti
	14 November	Birth Anniversary of Pandit Javaharlal Nehru
	4 <sup>th</sup> Week	Commencement of Second Term*
	4 <sup>th</sup> Week	Beginning of PG classes*
	28 <sup>th</sup> November	Constitutional Day and Death Anniversary of Mahatma Phule
		Weekly meeting with principal
		Sports Practice and various matches
		Organisation of Lectures by various academic committees
December 2021	1 <sup>st</sup> December	World AIDS Day
	6 <sup>th</sup> December	Mahanirvan din of Dr. Babasaheb Ambedkar
	10 <sup>th</sup> December	Human Rights Day
	1 <sup>st</sup> / 2 <sup>nd</sup> week	Commencement of PG Teaching*
	14 <sup>th</sup> December	National Energy Conservation day
	20 <sup>th</sup> December	Death Anniversary of Sant Gadgebaba
	4 <sup>th</sup> week	CDC meeting
	4 <sup>th</sup> week	N.S.S. Special Winter Camp Organisation of Lectures by Various Academic Commttees
		Weekly meeting with principal
January 2022	1 <sup>st</sup> / 2 <sup>nd</sup> week	Tutorials, presentations and Seminars for UG*
	3 <sup>rd</sup> January	Birth Anniversary of Savitribai Phule
	3 <sup>rd</sup> January	Journalism Day (Patrakar Din)
	2 <sup>nd</sup> week	IQAC Meeting




	3 <sup>rd</sup> week	IQAC meeting.
	30 <sup>th</sup> April	Conclusion of Academic Year 2021-22*
	4 <sup>th</sup> week	Submission of Department and various committes Reports
May 2022	1 <sup>st</sup> May	Maharashtra Din and Kamgar Din
	1 <sup>st</sup> / 2 <sup>nd</sup> week	PG Examinations*
	2 <sup>nd</sup> week	Preparation and Submission of Dead stock Record
	2 <sup>nd</sup> Week	Filling of "Self Appraisal Form"
	2 <sup>nd</sup> Week	Department Workload Submission

\* Subject to changes declared by Savitiribai Phule Pune University Pune.

Place : Malegaon Camp

Date : 02/06/2021



  
**Dr. Ujjwala S. Deore**  
**Principal**  
 (Principal)  
 M.P.H. Mahila Mahavidyalaya  
 Malegaon Camp 423105 (Nashik)