

# **SELF STUDY REPORT**

**FOR**

**3<sup>rd</sup> CYCLE OF ACCREDITATION**

**MARATHA VIDYA PRASARAK SAMAJ'S KARMAVEER  
PUNJABABA GOVERDHANE ARTS, COMMERCE AND  
SCIENCE COLLEGE, NEAR TAKE-GHOTI, MUMBAI-  
AGRA ROAD, IGATPURI, TAL.- IGATPURI, DIST.-  
NASHIK,**

**NEAR TAKE-GHOTI, MUMBAI-AGRA ROAD, TAL.- IGATPURI DIST.-NASHIK**

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**igatpuricollege.mvp.edu.in**

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**BANGALORE**

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NAAC

# 1. EXECUTIVE SUMMARY

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## 1.1 INTRODUCTION

Maratha Vidya Prasarak Samaj referred to as the M.V.P. Samaj is one of the most prestigious centers of learning in Maharashtra. It has been over 104 years that it has stood to the test of time to become a legend of unparalleled stature. History says that the credit of establishing the M.V.P.S. and carrying it to the height of zenith goes to the enthusiastic and devoted team of social workers and educationists who were greatly inspired by the lives of Mahatma Jyotiba Phule, Savitribai Phule and Rajarshee Shahu Maharaj. The true educationists and social reformers like Karmveer Raosaheb Thorat, Bhausaheb Hire, Kakasaheb Wagh, Annasaheb Murkute, Ganpatdada More, Dr. Bhosle, Kirtiwanrao Nimbalkar and Vithoba Patil Khandlaskar laid the foundation stone of the Samaj. Envisioning a culture and knowledge-centric society, the great visionaries of M.V.P. Samaj rightly said "**Well being and happiness of masses**" as the motto of the samaj. The M.V.P.Samaj is trying its best to provide quality education through different streams and faculties and it has been successful in retaining the standard of higher education. Today it manages over 450 educational organizations and is one of the premier educational hubs in the jurisdiction of Savitribai Phule Pune University.

The M.V.P. Samaj established Arts, Commerce College in 1981 at Igatpuri by keeping the motto of the Samaj in views and considering the educational needs of tribal and rural students. Initially, the college building was on rent-basis. In course of time, the same college was shifted to a very spacious and new building, just 4 k.m. away from the town and named as **Karmaveer Punjababa Govardhane Arts, Commerce and science College, Igatpuri** which is now situated in an airy and hustle and bustle free atmosphere at the bottom of the hill and just by the side of National Highway-3.

The college is affiliated to Savitribai Phule Pune University and runs undergraduate in Arts, Commerce, Science and Computer Science with post-graduation in Marathi, Economics and Commerce.

At present, the college has made a stupendous progress in achieving its goal of providing quality education to the downtrodden, rural and tribal students.

### Vision

- To educate and uplift the downtrodden and tribal students to bring them into the main stream of development.
- To inculcate ethics and values in the tribal students to retain a long cherished legacy and heritage of the country.
- To strive hard to provide quality education to the rural masses in order to create competency to compete with the urban students.

### Mission

- To provide quality education to the rural and tribal students.
- To bring about transformation and positive changes in the society through the formal education and extension activities.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

### Institutional Strength

1. The proactive Management consisting of veteran educationists committed to the institution's mottoes has a great deal of experience and clear humanitarian vision and objectives in guiding the activities of the college.
2. Green and clean pollution-free campus in the vicinity of nature and at the bottom of the hill with an excellent playground and sports facilities.
3. Excellent administration, accounting, management, research access having a well equipped science laboratories for Computer Department, Chemistry Department, Botany Department, Zoology Department and Physics Department with the necessary resources.
4. Three national and four state level seminars/workshop/conferences organized by various Departments in order to retain quality education in the last five years.
5. Quality research work with more publications in UGC recognized Journals and a few minor research projects.
6. Number of faculties with Ph. D. has increased during the last five years.
7. Many students fetched glory to the college by standing first in the university and also participating State and National level Wrestling Competition
8. Rich library with 20,000 books, Journals, Weeklies Dailies having E-Resources
9. ICT- based teaching having projectors in many of the classrooms.
10. Green initiatives to generate 10KVA wind-solar hybrid power for Campus.
11. 16 KVA online grid solar power project for electricity to be provided to state electricity board.

### Institutional Weakness

#### Institutional weaknesses

1. Placement Cell is unable to cover all the students for the jobs.
2. The students are a little bit poor in English Language.
3. No campus residential facilities for girl students from remote villages.
4. Collaborative research projects are not ample.
5. Student-Teacher ratio is high for Arts and Commerce.
6. Limited collaboration with the alumni.
7. The students are less aware in attempting new and innovative things.
8. Limited Wi-Fi connectivity for the students.
9. Scarcity of computers for the students.

## **Institutional Opportunity**

1. A great scope for preparing national and international sportspersons.
  2. Abundant scope for learning in different faculties having quality education.
  3. Opportunity to have more number of streams and programs along with the extension activities.
  4. Scope for starting unconventional and vocational courses in fields such as Media studies, Agricultural Products Management, Environment Conservation etc.
  5. Scope for enhancing inter-disciplinary approach in teaching learning and research.
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1. There is scope for better use of the potentials of the alumni and parents through communication for the progress of the students.

## **Institutional Challenge**

1. To commence the skills-based or professional courses for making the students liable for the job.
2. To improve English linguistic proficiency of the students to make them good communicator.
3. To inculcate right kind of value system in the students to make them responsible citizen of this country.
4. To uplift the rural, tribal and downtrodden students to bring them into the main stream of development.
5. To promote more and more faculties to do research in order to retain the standard of quality education.
6. To start agrobased programs.

## **1.3 CRITERIA WISE SUMMARY**

### **Curricular Aspects**

Our college faculties carries out various curricular and co-curricular activities for effective implementation of curriculum designed by the university and the college such as seminars, group discussions, lecture series, home assignments, tutorials, power point presentations and e-learning sources. The university does not impose the restrictions to the affiliated colleges for any change to be brought about in the existing syllabi but suggestions in that regard given by students and faculties related to curricula are communicated to BOS members. The feedback from the stakeholders and the students enables faculties to improve their curriculum delivery and professional skills. The NCC, NSS and SWS units run different activities to fulfill the curricular and co-curricular needs. A few certificate and diploma courses like Basic Computer and Application and GST have been implemented during the assessment period. Choice based credit system (CBCS) has been implemented at PG courses like M.A. Economics, M.A. Marathi and M.Com. Besides, a few add-on-programs and diploma courses are also run by the institution. The institution incorporates cross-cutting issues relevant to gender, environment and sustainability, human values and professional ethics into the Curriculum. Women Cell, Environmental Awareness Program, Human Rights and related programs are also effectively carried out through the service units like N.S.S., N.C.C., S.W.O. and various departments like Botany, Geography and Politics. The structured feedbacks from students, parents, alumni are regularly taken on curriculum design and

other aspects regarding academics and analyzed. Thereafter action is taken accordingly by the concerned authorities.

### **Teaching-learning and Evaluation**

The College is leading centre for Higher education in Igatpuri tahsil with well equipped to facilitate all teaching and learning processes efficiently. In the last five years, the enrollment of students is progressively and consistently increasing. The total number of enrolled students in the academic year 2012-13 was 1684 and the same reached to 1799 in academic year 2017-18. Average enrollment percentage of the sanctioned strength is nearly 79.5%. Enrolled students belonging to reserved category is infact more than the number enmarked for them by rule. Most of the students admitted are first generation learners, the college tries to make them competent enough through conventional methods such as teaching diaries, lesson notes as well as advanced teaching-learning methods. Student-centric innovative and creative teaching methods are used for enhancing the teaching learning process. It is well supported with convensional as well as modern methods. Many fulltime faculties use I.C.T. tools and e-sources for their teaching. Some of the temporary faculties also use I.C.T. tools. An average percentage of full time faculties as per the sanctioned posts during the last five years is 68%. The percentage of fulltime faculties with Ph. Ds. has increased from 5% in 2012-13 to 42% in 2018-19. The college uses academic calendar for conducting continuous internal evaluation. There is well established, transparent, time-bound and efficient mechanism to deal with grievances related to evaluation. The university authority deals with those grievances if any-

### **Research, Innovations and Extension**

Realizing the need for research, the college lays emphasis on pursuing quality research along with teaching assignments. The students are encouraged to participate in research activities. The active research culture of the faculties may be measured by the following accomplishments in the last **six years**. **Six** faculty members completed their PhD, while **three** faculty members have completed their M.Phil. Three faculty members registered at the recognized research centers for their Ph.D. and M. Phil. Eighty eight research papers have been published in U.G.C. approved national and international journals. **Five** minor research projects have been undertaken. Books, chapters in books and Conference Proceedings have been published. **Twenty Three** papers were presented in national and international conferences by the full time and temporary faculties. One of the faculties has got recognition as research guide two students were awarded Ph.D. under his guidance. The college faculties received seven awards and recognitions for the extension activities during the last five years. The college conducted **twenty-seven** extension and outreach programs through the N.S.S., N.C.C. and the departments of the college in collaboration with various agencies to sensitize students to social issues for their holistic development. Many students have participated in these activities and received recognition for their performances. **Five** functional MoUs have been signed with institutions and industries of national and international importance.

### **Infrastructure and Learning Resources**

The college has a specious building. The main building is two storied one. There are a few classes at the basement. The building premises has total 17 class- rooms, 6 laboratories, a library with reading room, two seminar halls, indoor gymnasium etc. The I.C.T. facilities, along with smart board as the teaching aids are also available in two laboratories and seminar hall. All laboratories are well-equipped with all the necessary

infrastructure and latest instruments for practical purposes. The college campus is housed in the area of 34,500 sq.mts. The sports department has gymkhana facility, green gym and playground. The college has created adequate IT facilities in the campus. Every department along with the library is well furnished with necessary number of computers with Wi-Fi and internet facilities. All the basic needs and infrastructure are provided and funded to this college by the mother institute.

### **Student Support and Progression**

The college takes relentless efforts to provide scholarships and all the necessary facilities to the students through different types of monetary channels so that needy students may not turn away from the mainstream of education. The fee concessions and free-ships are provided by the college to the students belonging to economically weaker sections. The faculties provide remedial classes to ensure better learning of the slow learners students. The coaching classes for competitive exams are also organized. The number of students receiving scholarship from government has increased over the last five years. The response of the students has been greater so far for the capability enhancement and development schemes. Yoga and Meditation has fulfilled its objectives in making students more concentrated and focussed than before. The Student's Redressal Committee is always active in the college in redressing students' grievances in time. The college has been increasingly organizing cultural activities for the last five years to boost the hidden talent of the students.

### **Governance, Leadership and Management**

The vision and mission statements have been framed to reflect intellectual potential for the development of tribal area, and economically weaker sections of society. The college has an academic council that functions in academic planning, new programs and academic audit. The college administrative committee controls and monitors administrative and other related issues. The institutional policies and practices are planned and executed systematically within the framework, policies, rules, procedures and methods guided by H.R.D. Ministry, U.G.C. and University.

The college organizes computer certificate courses, add-on certificate courses such as Beauty-Parlor Training Program, Web-Designing, Tally, E.R.P., G.S.T. etc. with the help of I.Q.A.C. Special software is used for admission and examination to support finance and accounts. To carry the I-cards in the college premises has been made compulsory. Various welfare facilities are available for the teaching and non-teaching faculties. An additional chemistry laboratory has been constructed with the help of Mahindra & Mahindra and renovation of botany laboratory has also been done with the help of Samsonite Polymers India Pvt. Ltd. under C.S.R. (Corporate Social Responsibilities).

Nine state level and four national level seminars were organized on various contemporary issues with the help of I.Q.A.C. in the last five years. Six full-time faculties and three temporary faculties have completed their Ph.Ds. Three faculties have completed their major and minor research projects with the financial support of B.C.U.D. S.P.P.U. Pune and one minor project is ongoing. With the initiatives taken by the I.Q.A.C. teaching-learning process has now become I.C.T. based and ten projectors and two smart boards are available in the college. The college has computer lab with forty-one computers with free internet access. The college has a gymkhana with green gym facility. The Solar Wind Mill Hybrid Project has been installed which has 10 K.V. capacity and the grid generation capacity is 15 K.V. One thousand and five hundred trees and siblings have been planted inside and outside of the college campus for the cause of maintaining the balance of environment. A special barcode technology has been used for examination and for labeling the books. The entire office work

has been made computerized.

### **Institutional Values and Best Practices**

To carry the I-cards in college premises has been made compulsory for both the teaching and non-teaching faculties. Tree plantation in college campus and at nearest hills with the help of Samsonite Industries Ltd., Road Safety Awareness among the students with the help of R.T.O. and Toll Plaza, Ghoti, Presentations of Road Shows are conducted by the college every year. The teachers are provided with the financial support to attend conferences, seminars and workshops organized by other colleges. The faculties of the college also attends refresher courses, orientation courses and short-term programs. Basically, the I.Q.A.C. functions for sustaining the quality culture in the college. The college is gifted with a plenty of physical and natural resources. Bright and clear sunlight, strong wind and highest rainfall are some of the natural assets of our college. These renewable energy sources are thoughtfully put to use by deploying Wind-Solar Hybrid Energy Project. Two wind mills standing on lush green landscape cultivates a feeling of responsibility in the minds of the pupils who will be the responsible citizens of our country towards our mother nature. The plastic free campus, energy efficient lighting and paperless office further confirm the attainment of our objectives. The college strives hard to reach out to the society by conducting various trainings, workshops, guest lectures, seminars and awareness programs which have now considered to be it's best practices. For example- production and promotion of blue green algae, training on trekking and tour management, voters' awareness campaign training programs etc.



## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	Maratha Vidya Prasarak Samaj's Karmaveer Punjababa Goverdhane Arts, Commerce and Science College, Near Take-Ghoti, Mumbai-Agra Road, Igatpuri, Tal.- Igatpuri, Dist.- Nashik,
Address	Near Take-Ghoti, Mumbai-Agra Road, Tal.- Igatpuri Dist.-Nashik 422403
City	Igatpuri
State	Maharashtra
Pin	422403
Website	<a href="http://igatpuricollege.mvp.edu.in">igatpuricollege.mvp.edu.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
IQAC Coordinator	Narendra Uttamrao Patil	0253-2338897	9890131102	91-2532338897	iqac.kpgcollege@gmail.com
Principal	Sampat Sahadrao Kale	091-9422246082	9422246082	091-2553242310	srcollege.igatpuri@mvp.edu.in

Status of the Institution	
Institution Status	Self Financing , Grant-in-aid and Private

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

<b>Establishment Details</b>				
Date of establishment of the college		04-06-1981		
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Savitribai Phule Pune University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	14-09-2016	<a href="#">View Document</a>		
12B of UGC	14-09-2016	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Near Take-Ghoti, Mumbai-Agra Road, Tal.- Igatpuri Dist.-Nashik 422403	Tribal	8.5	3515.79

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BSc,Chemistry	36	H S C Science	English	372	275
UG	BCom,Commerce	36	H S C Commerce	Marathi	624	504
UG	BA,Marathi	36	H S C Arts	Marathi	450	420
UG	BA,Economics	36	H S C Arts	Marathi	475	465
UG	BSc,Computer Science	36	H S C Science	English	240	50
UG	BA,English	36	H S C Arts	English	80	68
UG	BA,Hindi	36	H S C Arts	Hindi	450	441
UG	BA,Political Science	36	H S C Arts	Marathi	500	475
UG	BA,Geography	36	H S C Arts	Marathi	450	438
PG	MCom,Commerce	24	B Com	Marathi	120	71
PG	MA,Marathi	24	B A Marathi	Marathi	120	29
PG	MA,Economics	24	B A Economics	Marathi	120	35

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	1				5				20			
Recruited	1	0	0	1	4	1	0	5	10	3	0	13
Yet to Recruit	0				0				7			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	11	9	0	20
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				20
Recruited	12	0	0	12
Yet to Recruit				8
Sanctioned by the Management/Society or Other Authorized Bodies				13
Recruited	12	1	0	13
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

#### Qualification Details of the Teaching Staff

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	1	1	0	2	2	0	7
M.Phil.	0	0	0	0	0	0	1	0	0	1
PG	0	0	0	3	0	0	6	1	0	10

<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	0	0	1
M.Phil.	0	0	0	0	0	0	4	2	0	6
PG	0	0	0	0	0	0	10	1	0	11

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Self Study Report of Maratha Vidya Prasarak Samaj's Karmaveer Punjababa Goverdhane Arts, Commerce and Science College, Near Take-Ghoti, Mumbai-Agra Road, Igatpuri, Tal.- Igatpuri, Dist.- Nashik,

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
Certificate	Male	0	0	0	0	0
	Female	0	0	0	0	0
	Others	0	0	0	0	0
UG	Male	1005	0	0	0	1005
	Female	659	0	0	0	659
	Others	0	0	0	0	0
PG	Male	62	0	0	0	62
	Female	73	0	0	0	73
	Others	0	0	0	0	0

**Provide the Following Details of Students admitted to the College During the last four Academic Years**

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	101	102	88	119
	Female	106	97	92	108
	Others	0	0	0	0
ST	Male	304	335	417	388
	Female	190	195	176	170
	Others	0	0	0	0
OBC	Male	397	370	355	468
	Female	239	273	267	217
	Others	0	0	0	0
General	Male	204	181	134	163
	Female	181	145	130	132
	Others	0	0	0	0
Others	Male	47	31	45	48
	Female	30	29	41	28
	Others	0	0	0	0
Total		1799	1758	1745	1841



### 3. Extended Profile

#### 3.1 Program

Number of courses offered by the institution across all programs during the last five years

Response: 218

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	12	12	12	12

#### 3.2 Students

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1799	1758	1745	1841	1669

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1223	1223	1260	1186	1186

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

Number of outgoing / final year students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
169	218	190	166	240

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

### 3.3 Teachers

#### Number of full time teachers year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
19	19	19	15	15

File Description	Document
Institutional Data in Prescribed Format	<a href="#">View Document</a>

#### Number of sanctioned posts year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
25	25	25	25	25

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.4 Institution

#### Total number of classrooms and seminar halls

**Response: 19**

#### Total Expenditure excluding salary year-wise during the last five years ( INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
69	99	128	119	49

#### Number of computers

**Response: 50**

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The institution ensures effective curriculum delivery through a well planned and documented process

###### Response:

The university does not grant any directions to the affiliated colleges for any change to be brought about in the existing curriculum. The college intends to make significant changes in curriculum-planning and implementation for being a model and career-oriented college in tribal region with the specific vision.

###### “Upliftment of tribal and downtrodden masses by means of quality higher education”

For effective implementation of curriculum designed by the university and the college, the faculties of the college are encouraged to prepare teaching plan at the beginning of each academic year. Every teachers prepares teaching plans in their diary and submit it through Google forms to the I.Q.A.C. and the students are informed accordingly about conducting the theory and practical classes and internal evaluation tests to be conducted. Various modes of assessment are formulated by the faculties in order to insure that the stated objectives are achieved. The co-curricular activities are evaluated to expand and enhance the learning outcomes of the students through intense level of interaction within the campus. The involvement of the students in co-curricular programs proves to be a useful strategy to help students meet their learning objectives. Various literary and non-literary associations formed in the institute play a vital role in coordinating the co-curricular activities throughout the academic year. There is a mechanism of continuous evaluation of students through the internal assessment and examinations. The feedbacks from the stakeholdes and the students enable faculties to improve the curriculum delivery and enhance their professional skills.

For achieving the goals and outcomes of curricula designed by the university, every department organizes the seminars, workshops to supplement the curricula. The faculties are encouraged to attend seminars, conferences and workshops organized by the Higher Education Institutions and the universities. In addition to Undergraduate and Post-graduate programs offered by the university, the institution contributes to the cause of nation-building through the service units like N.C.C., N.S.S., S.W.S. and career-oriented programs operating in and outside the campus. The students are also trained in technological and entrepreneurial skill inculcating in them core universal values of pluralities and diversities through appropriate campus experiences like invited guest lecture, rallies, campaigns and personality and skill development sessions. Any such modification is effected by the university after every five years through the academic council wherein the affiliated colleges adequately represent as BOS members. However, suggestions are given to the BOS members in order to enrich the syllabi in keeping the needs of the students and the dynamic employment market. The feedbacks are obtained from the concerned at the industrial visits organized by most of the departments either as curricular or co-curricular activities. Student's participation in a broad range of field activities including community service, internships in business, government industries as part of their course works empower them a lot and enable them to meet the challenges of professional life. The other techniques like debates lectures, discussions, internships, projects, case studies are also used.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 1.1.2 Number of certificate/diploma program introduced during the last five years

Response: 5

#### 1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	1	1	1	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	<a href="#">View Document</a>
Details of the certificate/Diploma programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.1.3 Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

#### 1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of participation of teachers in various bodies	<a href="#">View Document</a>

## 1.2 Academic Flexibility

### 1.2.1 Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years

<b>Response: 0</b>	
1.2.1.1 How many new courses are introduced within the last five years	
<b>File Description</b>	<b>Document</b>
Details of the new courses introduced	<a href="#">View Document</a>

<b>1.2.2 Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented</b>	
<b>Response: 25</b>	
1.2.2.1 Number of programs in which CBCS/ Elective course system implemented.	
Response: 03	
<b>File Description</b>	<b>Document</b>
Name of the programs in which CBCS is implemented	<a href="#">View Document</a>

<b>1.2.3 Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years</b>											
<b>Response: 9.45</b>											
1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years											
<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>120</td> <td>366</td> <td>180</td> <td>108</td> <td>60</td> </tr> </tbody> </table>		2017-18	2016-17	2015-16	2014-15	2013-14	120	366	180	108	60
2017-18	2016-17	2015-16	2014-15	2013-14							
120	366	180	108	60							
<b>File Description</b>	<b>Document</b>										
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	<a href="#">View Document</a>										
Any additional information	<a href="#">View Document</a>										

### 1.3 Curriculum Enrichment

<b>1.3.1 Institution integrates cross- cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum</b>
--

## **Response:**

The College is sensitive to the various social issues and makes every effort to sensitize the students in this regard. There are specific committees and associations that make a collective effort to sensitize the students on areas of concerns like Gender equality, Human rights, Environmental issues, etc.

## **Gender**

- The general atmosphere of our college, with a ratio near about 1:1 boys to girls in classroom provides an enabling environment for gender equality. Every year, the Department of political science with the help of tehsil, Igatpuri gets the voters forms filled from the student over the 18 years of age at the time of admission itself. This process creates awareness amongst the students about their rights to vote which is the important aspect of democracy.

- **Women's Cell** promotes gender equality through the various medium such as lectures and other activities. The students are promoted to express their views from the dais about the sensitive issues related to gender discrimination. They are also taught equality before law, self-esteem self-defense and skits which promote gender sensitivity and other such related activities.

- **Environmental education:**

Environmental education is a part and parcel of curriculum. Environmental education has been made compulsory for all the second year under-graduate students through which they are made more acquainted with the various aspects of the environment. The students are also taken to the various tourist places related to environment so that they must realize that how the maintaining proper balance of environment is essential. The department of botany, the department of geography, NSS, NCC and SD units jointly carry out a number of activities like tree plantation, herbarium collection, garden beautification, and creation of renewable energy, green audit and cleanliness of surrounding which contribute to maintain the balance of environment.

Every year NSS unit undertakes a host of activities in the nearby villages during the yearly winter camp. In these camps NSS undertakes various environmental related programmes. These programmes includes Construction of road, digging pits for planting trees, village cleanliness drives, repair and beautification of crematorium, cleaning of gutter, digging of soak peats, constructed gabion and check dams, free plastic drive.

NSS, NCC and SWO units with the collaboration of forest department and Samsonite Pvt.Ltd. Company conduct an important drive of planting sampling at the adopted village Khambale, Igatpuri every year.

## **Human values and professional ethics:**

Human rights are taught at all post-graduate classes as part of the curriculum through a course titled "Human Rights". A paper on human rights is also taught to the students of Politics through Information Communication and Technology (ICT). Utilization of ICT based methodology by teachers and students are promoted. Practical emphasis is given on ICT learning modules in courses like, Bachelor of Computer Science and Bachelor of Science and in all PG Classes. Cyber Security is also taught at all post-graduate classes as part of the curriculum. The department of English conducts soft skill development programme in order to make the students well-mannered and ethical.

<b>1.3.2 Number of value added courses imparting transferable and life skills offered during the last five years</b>	
<b>Response: 4</b>	
1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years	
Response: 4	
<b>File Description</b>	<b>Document</b>
Details of the value-added courses imparting transferable and life skills	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>1.3.3 Percentage of students undertaking field projects / internships</b>	
<b>Response: 28.79</b>	
1.3.3.1 Number of students undertaking field projects or internships	
Response: 518	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

**1.4 Feedback System**

<p><b>1.4.1 Structured feedback received from 1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus-Semester wise/ year-wise</b></p> <p><b>A.Any 4 of the above</b></p> <p><b>B.Any 3 of the above</b></p> <p><b>C. Any 2 of the above</b></p> <p><b>D. Any 1 of the above</b></p> <p><b>Response: A.Any 4 of the above</b></p>
--

File Description	Document
Any additional information	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback processes of the institution may be classified as follows:**

**A. Feedback collected, analysed and action taken and feedback available on website**

**B. Feedback collected, analysed and action has been taken**

**C. Feedback collected and analysed**

**D. Feedback collected**

**Response:** C. Feedback collected and analysed

File Description	Document
URL for feedback report	<a href="#">View Document</a>



## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average percentage of students from other States and Countries during the last five years

**Response:** 0

##### 2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of students (other states and countries)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>

#### 2.1.2 Average Enrollment percentage (Average of last five years)

**Response:** 79.52

##### 2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1799	1758	1745	1841	1669

##### 2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2232	2232	2304	2160	2160

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.1.3 Average percentage of seats filled against seats reserved for various categories as per

**applicable reservation policy during the last five years**

**Response:** 100

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1223	1223	1260	1186	1186

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.2 Catering to Student Diversity**

**2.2.1 The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners**

**Response:**

The college is situated in rural, tribal and hilly area at Igatpuri. The demography shows that 60% of the population belongs to the tribal community. Most of the students are first generation learners. There are a few students from well-to-do families. Thus, it creates a cosmopolitan environment inside the college premises. The competence level, language proficiency, familiarity with one another and confidence level of those students vary at a greater extent. Learning levels are analyzed on the basis of different tests based on the listening, thinking, grasping and interpretation ability of the students. Most of the students are slow learners due to the lacuna of formal educational environment of their parents at their living places. The students are also assessed on the basis of their language proficiency, regularity in the class, participation in programs activities, social skills and their active participation in departmental activities along with the initiatives taken in the practical programs especially for the students of Science stream. It is found that students are weak in the subjects like English, Economics in Arts faculty, Economics and Accounts in Commerce faculty and Mathematics, Physics and Chemistry in Science faculty. The Heads of various departments are advised to take proper efforts to bring the slow learners in the main flow of advanced students. The college ultimately offers equal opportunities to one and all and specially advanced learners are encouraged and promoted to participate in seminars, workshops, inter-collegiate activities, small research projects, surveys etc. They are promoted to carry out various field projects and given academic works as volunteers to be done in the seminars and conferences to be held in the college. The college is fully aware of the difficulties of the slow learners, therefore college offers special guidance schemes, conducts Remedial Teaching, and Career Guidance Schemes through which the students are provided important notes, study materials as well as additional reference books for reading. The college utilizes the bilingual method of teaching so that the students may comprehend the concepts or ideas completely. Good interactions and communications among the teachers and the students help the students in the process of

learning. The post-graduate programs have a limited number of admissions so the faculties can establish personal interactions with the students for their internal assessment. The students are always guided and promoted to access the informative resources available on internet. The faculties provide links to the students on various educational webpages. There are several social media groups which are administered by the Heads of the respective departments to cater to the needs of the students. This helps the students to keep in touch with the current knowledge, curricula, syllabi, examinations and various activities undertaken in the concerned departments. The faculties are advised to use I.C.T. teaching and use google classroom to make their teaching more effective.

### 2.2.2 Student - Full time teacher ratio

**Response:** 94.68

### 2.2.3 Percentage of differently abled students (Divyangjan) on rolls

**Response:** 0.11

#### 2.2.3.1 Number of differently abled students on rolls

**Response:** 2

File Description	Document
List of students(differently abled)	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

The faculties are fully aware of the fact that the students can learn more effectively through the experiments and practicality. The faculties from Science Stream employ experimental learning in most effective ways, Zoology Department has apiculture. The vermicompost is utilized by Botany. The Department of Botany effectively cultivates rice-field adjacent to the college campus for experimental learning. Economics, Commerce and Geography Departments organize field trips for practical learning. Departments like marathi, Hindi and English employ group discussions, debates and elocution competitions or similar methods for the same purpose.

All students of the second year of undergraduate course are persuaded to visit agro-related Industries in order to make themselves aware about environment. All the science faculties and the faculties teaching to the Post-graduate classes employ I.C.T. based teaching methods effectively. The faculties are now using google classrooms as educational tools to keep in touch with the students, provide them good e-

contents, assign and check home assignments. The department of English has the facility of language laboratory which enables the students to inculcate the skills of English language, learn pronunciations in proper way . Every year, the college organizes state and national level seminars, conferences and workshops. This paves the way for the students of various streams to participate, interact and share their views and opinions with the eminent persons of the concerned subjects. The post-graduate students and the faculties are encouraged to take part in AVISHKAR, state level Project Contest to inculcate research culture amongst them. It provides an opportunity for expression of academic talent in them. Prof. B. C. Patil represented the college in AVISHKAR at University Level Contest in 2016-17. Through the Problem Solving Practical Session, the participants of Statistics and Mathematics are able to clarify their terms and concepts of concerned subjects. For teaching theoretical subjects the models are used to make learning easier. To teach stereochemistry of Organic Chemistry different models are used to demonstrate the structures. The Department of Geography encourages students to participate in short term course of Tourism and Hospitability while pursuing their graduation. The Department of English has encouraged the students to use YouTube for Spoken English courses. Post graduate students from economics and Commerce are encouraged to participate in Employability Enhancement courses conducted by the respective departments. Marathi, Economics and Commerce Departments have created effective whatsapp groups to propagate good learning material to all in group. It has created good use of social media in learning processes.

### 2.3.2 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

**Response:** 52.63

#### 2.3.2.1 Number of teachers using ICT

Response: 10

File Description	Document
List of teachers (using ICT for teaching)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.3.3 Ratio of students to mentor for academic and stress related issues

**Response:** 47.34

#### 2.3.3.1 Number of mentors

Response: 38

### 2.3.4 Innovation and creativity in teaching-learning

**Response:**

Our college has started utilizing computer based teaching aids accompanied with the Smart Boards in Physics and Botany departments. Other departments are provided with the LCD Projectors and internet

connection with the intention of bringing the concept of digitalization of class rooms. In the academic year 2017-18 College upgraded LCD projectors with smart boards in Physics and Botany Laboratory, it led to use latest techniques of ICT teaching possible. with use of google classroom for some classes created the process of teaching more effective and innovative ideas can be implemented in near future. The teachers make their own PPTs presentations regarding their subjects. Utilization of computerized teaching aids saves time of the teachers and the same time can be utilized in other innovative methods of teaching to elaborate the complicated terms and concepts by incorporating educational videos relevant to the topic. The paramount educational clips are posted in the groups for the benefits of students. This makes the process of teaching and learning more effective. The teachers are always promoted to start their own U-Tube channel and upload e-contents on web making knowledge more accessible.

The Department of English and the Department of Economics provides the students with all the essential information and all sorts of e-contents through the medium of social media. Thus, the utilization of social media for the purpose of propagating useful knowledge or information is found to be better use of social media. Credit based system is adopted at PG level for 50% of the marks. The teachers employ their own innovative techniques of the assessment regarding the audits and presentation. These methods have resulted into better attendance and learning through practicality. It also proved beneficial for the teachers for their minor research projects and for those who are perusing Ph. D. or similar degrees. While pursuing minor research projects, the principal investigator has to adopt two students as assistant. As a result, it helps the students to get acquainted with the research methodology. It has been proved beneficial for making teaching- learning process stronger and more effective To study the variety of plants, the students of F.Y.B.Sc. and S.Y.B.Sc. visited Malshej Ghat, Ajoba Hills (Shahapur tahasil), Taked, Vaitarana dam, Kawnai and Trimbakeshwar. The Chemdraw software is made available for the students of the Department of Chemistry to draw the structures of organic compounds. Botany Department is provided with High Definition camera that can be attached to computer system to view slides on a big screen through LCD projector. Conventional method of Charts to demonstrate different biological systems such as nervous system, digestive system etc related to living beings is supported with slides. Botany and Zoology Departemnt has good collection of slides, skeleton etc. Computer Department helps other faculty memebers in preparation of PPTs and other e-contents. The Department of Commerce uses ICT techniques to teach accountancy. students are also encouraged to participate in employability skill development short term courses run by Commerce Department for post graduate students.

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 69.6

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 2.4.2 Average percentage of full time teachers with Ph.D. during the last five years

**Response:** 25.61

##### 2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
7	6	5	3	2

#### File Description

#### Document

List of number of full time teachers with PhD and number of full time teachers for 5 years

[View Document](#)

Any additional information

[View Document](#)

#### 2.4.3 Teaching experience per full time teacher in number of years

**Response:** 13.74

##### 2.4.3.1 Total experience of full-time teachers

Response: 261

#### File Description

#### Document

Any additional information

[View Document](#)

#### 2.4.4 Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years

**Response:** 0

##### 2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)



### 2.4.5 Average percentage of full time teachers from other States against sanctioned posts during the last five years

**Response:** 0

#### 2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

#### File Description

#### Document

List of full time teachers from other state and state from which qualifying degree was obtained

[View Document](#)

## 2.5 Evaluation Process and Reforms

### 2.5.1 Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

**Response:**

The evaluation process followed in the college is consistent and similar to that of affiliated university (S.P.P.U. Pune). From the academic year 2013-14, the university introduced choice-based credit system for the post graduate programs. The continuous internal evaluation is an integral part of the graduate and post-graduate students. The students of science faculty at undergraduate program have 20% marks for internal evaluation. The first year students of the Science faculty have annual pattern of examination whereas the second and final year students have semester patterns. The undergraduate students of Arts and Commerce faculties also have 20% marks for internal evaluation with annual pattern of examination. The choice based credit system has been adopted for the post graduate programs (M.A. and M.Com.). The university has introduced ten compulsory credit points for skill-based courses. The Examination Cell and concerned departments prepare a schedule for the internal examinations for the courses under curricula. The faculties evaluate students' progress in the course through the other means of informal examination such as presentations, seminars on selected topics, home assignments, viva-voce, tutorials etc. This enables faculties to get positive feedbacks from students regarding overall understanding, teaching-learning process and quality evaluation.

The annual pattern of examination is in practice for the under-graduate students of Arts and Commerce faculties. An examination of 80 marks is scheduled at the end of the semester before Diwali vacations. The schedule and question papers are provided by parent institute e.i. Maratha Vidya Prasarak Samaj to all the colleges running under the same management. The preparation of question papers for the examination is carried out centrally at Nashik. The central assessment program is held in the college. The acquired score of the student from the paper of 80 marks is converted into 20 marks. The obtained marks by the students are

displayed on the notice boards. The provision of the retest (Re-Examination) has been made available for the students. There is at least one written examination scheduled by the Examination Cell for internal assessment of the undergraduate students of Science faculties. The faculties are encouraged to use other informal ways for internal assessment as a part of continuous internal assessment. Most of the faculties use home assignments, question paper solving assignments, tutorials, seminar presentations, group problem solving sessions etc. These methods have resulted into a regular attendance in the class. The faculties are also encouraged to use Google classroom technology for the purpose of internal assessments.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 2.5.2 Mechanism of internal assessment is transparent and robust in terms of frequency and variety

#### Response:

The internal assessment for graduate and post graduate programs differs in its format and criterion. For Arts and Commerce undergraduate programs where annual examination is in practice, internal assessment is done in the form of term end examination for 80 marks. It is scheduled centrally by the parent institute. The question paper setting, schedule and all planning are set by the parent institute with an objective of maintaining uniformity and transparency in the entire process. The assessment is arranged at Central Assessment Program Center, in the college premises. The performance of the students is displayed on the notice boards and is then converted into its 1/3 to make it out of 20. The students failing to appear for the examinations or being unable to perform well in it are provided with an opportunity to appear for the Re-test. For the students of Science stream, an internal test is conducted in each semester. The faculties also employ other informal ways such as audits, home assignments, solving old question papers, regular attendance in the class, problems solving ability etc. The schedule for internal assessment test for science students is determined by the C.E.O. (College Examination Officer). The examination related notices are displayed in advance on the notice boards and ample time is provided to the students for preparation. The record of internal assessment is uploaded to the university website through online process. The university provides internal marks entry interface through the college login. The concerned faculties upload the data of internal marks accordingly.

The continuous internal evaluation of the post graduate students provides the students with opportunities to show their potential in writing answers, opening up their overall and academic intelligence, soft skills such as polite communication, etiquettes, protocols and manners along with their academic capability like field works, research methodology, public defence etc. The practical courses also have the same process of internal assessment for 20% of marks. In this regard, the students are advised to prepare prescribed journals or relevant things. Viva-voce is also considered to be an essential tool for evaluating the students for practical purposes. Thus the faculties are provided with an opportunity to have more frequent internal tests to improve overall outcomes.

Thus, the continuous assessment of the students provides a unique way to the faculties to make their assessment process more effective and efficient. Many activities are carried out to assess the performance



of the students internally. The students of Science faculties are given home assignments periodically and checked by the concerned faculties. The tutorials are frequently arranged and evaluated. That helps students write the answers in a proper manner which is required for the university examinations. The students are advised to prepare and deliver the lectures on the provided topic as a part of seminar presentation. The seminars help the students clear the concepts and boost up the level of their confidence. The surprise tests are also conducted to evaluate the performance of the students.

### **2.5.3 Mechanism to deal with examination related grievances is transparent, time-bound and efficient**

#### **Response:**

The grievances of students regarding the assessment and evaluation process are resolved in steps, first at the college level and then at university level depending upon the nature and intensity of the grievances. The Controller of Examination in consultation with principal resolves it and fixes the responsibility. In case of evaluation, students are allowed to ask for photo copies of answer sheets on the fixed payment prescribed by affiliated university. The students are also allowed to ask for reevaluation of answer sheets within fifteen days after the declaration of result. For the university courses the same mechanism is in practice. There are many grievances related to examination form filling at University Online Form Filling Portal. All these issues are resolved with communications with university authorities via web mail provided by university. The grievances of malpractices by students at the examination hall are forwarded to higher authorities for further actions. The grievances and queries related to the college faculties are resolved at department level. The issues related to the examination and results are resolved in time. The departments display internal evaluation scores on the notice board. The faculties also resolve some of the minor cases when students come to the respective faculties with the grievances regarding evaluation. The faculties have to show evaluated internal examination answer papers to the students in order to make the examination and the evaluation system transparent.

The examinations of first year of all bachelor programs are conducted and evaluated at college with question papers provided by the affiliated university (S.P.P.U.). The schedule of examination is prepared and examinations are commenced on the given dates. The faculties are allowed to conduct the examinations frequently as per their requirements.

### **2.5.4 The institution adheres to the academic calendar for the conduct of CIE**

#### **Response:**

The university provides its academic calendar in advance before the commencement of the academic year. The college prepares its own academic calendar on the same basis which is published on website. It provides general details of over all workings, schedules and programs in the college throughout the academic year. The details of internal evaluation mechanism is provided in the prospectus of the college in the section of Examination Cell. Actual dates of internal examinations for Arts and Commerce streams are as per the schedule provided by the Mother Institute. For Science stream, time table is provided by the Controller of Examination. For the post-graduate courses, the heads of the departments and concerned faculties decide the schedule of examination for continuous internal evaluation. The affiliated university

(S.P.P.U.) prescribes the overall framework of internal evaluation.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.6 Student Performance and Learning Outcomes

### 2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

#### Response:

The program outcomes, program specific outcomes and course outcomes for all programs are provided by the faculties of the college and they are published on college website at [www.igatpuricollege.mvp.edu.in](http://www.igatpuricollege.mvp.edu.in). The website is dynamic and is regularly updated. Each department is given a separate page. The page provides departmental profile including courses, faculties, facilities, achievements of the faculties and the students and programs taught in the department. The details of curricula including program objectives, possible outcomes, syllabi-links or PDF of old question papers are provided at the students corner sub menu of department page. The prospectus provides list of courses available for students.

File Description	Document
COs for all courses (exemplars from Glossary)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 2.6.2 Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

#### Response:

The program outcomes are measured through the students' performance in the examination for which the degree is awarded. The key parameter in this regard can be calculated with the number of students passed compared to the number of students appeared for the examination. For course outcomes similar parameter is used after the declaration of results by the university. The college analyzes course-wise results and the faculties are instructed to initiate measures to improve students' performance in the examination accordingly. These are the direct ways of measuring the outcomes whereas many other aspects of outcomes are evaluated indirectly through their performance such as active involvement in curricular, co-curricular and extra-curricular activities such as N.S.S., N.C.C. and S.W.S. The Cultural and the similar committees organize a variety of programs throughout the academic year. The competitions held on the occasion of 'Samaj Din', Annual Gathering, Mother Institute's cultural festival 'Yuva Spandan', the Street Plays, Loksatta play competition, Gandhi Vichar Examination and Chemiyad provide the

students opportunities to display their capability and skills. On these occasions, the students display their social skills, skills in communication, creativity, leadership, team work, and accountability. The students have also given tasks in seminars, workshops and conferences as volunteers organized by the various departments. Program specific outcomes are evaluated through the internal and the external examinations in practical assignments such as audits, participation in departmental seminars for the third year undergraduate students and the final year post-graduate students. The students' performance within and outside the college in various academic events provide another way to evaluate their learning abilities. They are also evaluated continuously based on their regular attendance, participation in class discussions, problem solving sessions in science classes and their overall conduct and behaviour in the campus. On the basis of these indicators, the students are encouraged and rewarded in the class with some sort of recognition with remarks and incentives. The faculties are promoted to explore and invent various methods to encourage the students to acquire skills to improve outcomes.

### 2.6.3 Average pass percentage of Students

**Response:** 51.53

2.6.3.1 Total number of final year students who passed the examination conducted by Institution.

Response: 185

2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution

Response: 359

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 2.7 Student Satisfaction Survey

### 2.7.1 Online student satisfaction survey regarding teaching learning process

**Response:**

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 7.4

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	1.9	0.9	4.6

#### File Description

#### Document

List of project and grant details

[View Document](#)

e-copies of the grant award letters for research projects sponsored by non-government

[View Document](#)

**3.1.2 Percentage of teachers recognised as research guides at present**

**Response:** 5.26

3.1.2.1 Number of teachers recognised as research guides

Response: 1

**3.1.3 Number of research projects per teacher funded, by government and non-government agencies, during the last five year**

**Response:** 1.32

3.1.3.1 Number of research projects funded by government and non-government agencies during the last five years

Response: 5

3.1.3.2 Number of full time teachers worked in the institution during the last 5 years

Response: 19

File Description	Document
Supporting document from Funding Agency	<a href="#">View Document</a>
Funding agency website URL	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

#### Response:

The college has formed an A.R.C. (Academic Research Committee) taking the need of the hour into consideration. It enables and promotes the faculties to tend to the research. The committee also encourages and promotes the faculties and the students to participate in the AVISHKAR, a project contest held by the university every year. The IQAC and ARC help the faculties to organize seminars, workshops and conferences and create research-oriented atmosphere for making quality research. As a result, the number of faculties who have completed their Ph.Ds. have increased from one in 2012-13 to eleven in 2018-19. These include eight full-time and three temporary faculties.

Ten faculty members have submitted their research proposals to the university. The university considers the nature, importance, relevance and the scope of the selected topics and funds the concerned accordingly. The department of Botany started two projects e.i. The Vermicompost and The Production of Green Algae to bring the concept of organic farming into effect.

### 3.2.2 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

#### Response: 0

#### 3.2.2.1 Total number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	<a href="#">View Document</a>

## 3.3 Research Publications and Awards

<b>3.3.1 The institution has a stated Code of Ethics to check malpractices and plagiarism in Research</b>	
<b>Response:</b> Yes	
<b>File Description</b>	<b>Document</b>
Institutional data in prescribed format	<a href="#">View Document</a>

<b>3.3.2 The institution provides incentives to teachers who receive state, national and international recognition/awards</b>
<b>Response:</b> No

<b>3.3.3 Number of Ph.D.s awarded per teacher during the last five years</b>
<b>Response:</b> 2

3.3.3.1 How many Ph.Ds awarded within last five years
Response: 2

3.3.3.2 Number of teachers recognized as guides during the last five years
Response: 1

<b>File Description</b>	<b>Document</b>
URL to the research page on HEI web site	<a href="#">View Document</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>

<b>3.3.4 Number of research papers per teacher in the Journals notified on UGC website during the last five years</b>
<b>Response:</b> 5.06

3.3.4.1 Number of research papers in the Journals notified on UGC website during the last five years										
<table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>12</td> <td>16</td> <td>21</td> <td>15</td> <td>24</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	12	16	21	15	24
2017-18	2016-17	2015-16	2014-15	2013-14						
12	16	21	15	24						

<b>File Description</b>	<b>Document</b>
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>

### 3.3.5 Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

**Response:** 1.84

3.3.5.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	5	7	16

File Description	Document
List books and chapters in edited volumes / books published	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

**Response:**

The students of the college get involved in a number of activities which helps the students to sensitize themselves about the various burning problems and issues prevalent in the society. In the last six years, the students and faculties of the college actively participated in the social and holistic programs like Village Cleanliness Drive, Digging Soak Pits, Repairing Water Channels, Tree Plantation, The Cleaning Roadsides and Drainages, organizing awareness lecture series on Dowry System, Education, Corruption etc. Besides, The N.S.S. volunteers and the N.C.C. cadets regularly organizes and conducts Tree Plantation, Celebration of important days, Blood Donation Camps, Road Safety Awareness Campaign, Cleanliness programs, AIDS Awareness Campaign, Water Conservation Project etc. This enables the students to establish their personal interactions with the people about the problems and issues prevalent in the society.

The college has been striving hard to establish and expand the community network and resolve the various problems faced by the people in the society through the medium of various programs such as Public Health and Hygiene, HIV-AIDS Awareness, Disaster Management, Environment and Gender Equality.

The college organizes several thematic seminars, conferences and workshops inviting distinguished people from different walks of life to inculcate good citizenship and service orientated skills among the students.

The college establishes constant interactions with the students through various mediums. It also renders all sorts of supports and encouragements to its students for achieving the expected outcomes from the programs which can be witnessed from the students' involvement and participation in various projects and programs. The college campus is tobacco and smoking free zone.



The students of our college show extraordinary zeal, spirit and caliber in case of any natural calamity and disaster. The students of the college and the N.S.S. unit came forward, collected 12,000/- Rs. and transferred the fund to the chief minister of Kerala to give the helping hand for the social cause to the flood affected people in the state.

### 3.4.2 Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

**Response: 7**

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	0	3	2

File Description	Document
Number of awards for extension activities in last 5 years	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>

### 3.4.3 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

**Response: 23**

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	6	4	4	4



File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach programs conducted with industry,community etc for the last five years	<a href="#">View Document</a>

### 3.4.4 Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

**Response:** 19.79

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
395	441	269	388	257

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>

## 3.5 Collaboration

### 3.5.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc during the last five years

**Response:** 0

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of Collaborative activities for research, faculty etc	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)**

**Response: 5**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
3	2	0	0	0

File Description	Document
e-copies of the MoUs with institution/ industry/ corporate house	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

**4.1.1 The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.**

**Response:**

The college was established in 1981. The college was initially housed in the municipal building on ren- basis for nineteen years. In 2001, it was shifted to a spacious and newly constructed building in the lap of nature, at the bottom of the hill by the National Highway-3 and approximately four kilometers away from the town Igatpuri. The area of the campus is of around 8.5 acres which is sufficient to fulfil all the needs and requirements of the students. After the second cycle of N.A.A.C. Accreditation in March 2012, the college got the proposal to construct upper floor of the building sanctioned and constructed it accordingly. Now, the building premises has total seventeen class rooms, six laboratories, spacious library with reading room, two seminar halls and indoor gymnasium. The faculties use I.C.T. based teaching aids. The college has well-equipped laboratories with latest instruments for practical purposes. The computer systems are also available in laboratories, office, and library with internet facility. All computer systems are connected with L.A.N. Two wireless hubs are provided to the teaching faculties. Wireless connectivity has been made available for the students .

The department of Chemistry and Botany were constructed and renovated respectively through the C.S.R. fund. The total expenditure made on the renovation was approximately Rs. 6,00,000/-. The Vermi-compost Project is carried out by Botany Department. In addition to this 'Botanical Garden' is also maintained by the same Department. The college is well-equipped with Wind-Solar Hybrid Power Plant maintained by the Department of Physics which helps to keep regular electricity-supply in the college.

The library resources include textbooks, reference books, journals, newspapers etc. There are twenty thousand one hundred and twenty two (20,122) textbooks along with forty one (41) journals and twelve (12) newspapers. E-resources are subscribed under Inflibnet N-List programme. E-library is used for accessing digital resources for both the students as well as the teaching faculties. Library is automated using IT Software, 'Autolib'. The library management uses special software for issuing the books using barcode technology.

The computer laboratory includes twenty two (22) computer systems, ten (10) printers and three (3) scanners. The Computer laboratory is connected with L.A.N. network. It caters to the needs of not only the students of computer science but also the students of other streams. The department offers certificate courses to the students. Filling of online admission form, scholarship form, examination form etc. are done in the computer laboratory at free of cost. The college has provided ten L.C.D. projectors with smartboards in two laboratories to enable ICT based teaching.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.2 The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

##### Response:

Out of total 8.5 acre of area, approximately one acre is available for sports and indoor games. The college is well-equipped with facilities for weight-lifting and power-lifting. 'Green Gym' is also available for students. The students enthusiastically participate in the sports activities at local, state, university and national level contests like Kabbadi, Kho-Kho, Volley Ball etc. The various equipments and instruments for playing indoor games such as Weight-lifting, Power-lifting, Carom, Chess, Table Tennis are available.

The students are encouraged to participate in national level marathon organized by the parent institute at Nashik. Local sports are organized on 19th August (Samaj Din) and Annual Sports Day every year. The students participate in district level as well as university level sports competitions. The college got sponsorship of 'Nashik District Sports' Association in the academic year 2017-18.

The objective of social and cultural activities is to prepare students for real life and to strengthen and enhance their personal skills. Cultural activities not only help students develop themselves in a desired field but also improve skills in presentation, leadership and interpersonal communication. The students are encouraged to participate actively in the cultural program with an objective to do their all round development. The college faculties toils very hard to develop students for different cultural avenues. The students participate in extra-curricular activities with a great zeal. The college has been regularly taking part in 'Youth festival'. Besides, the college organizes various programs and contests such as drama, music, dance, flower arrangements, rangoli, skits, elocution, debate, essay writing, poem recitation, drawing etc. throughout the year.

The Annual Gathering proves to be an important platform for the students to express and display their artistic talent and creativity. All these competitions are conducted under supervision of efficient and expert faculties who act as guiding and motivating force. The parent institute started "Yuva-Spandan" a cultural program for all institutes to enhance cultural talents in students. The activities like Group Dance, Group Song, Classical Dance, Classical Singing, Theatre, Light Vocal Indian Music, Classical Instrument-Solo, Folk Orchestra etc. are performed every year in the Annual Gathering. The Samaj Din is celebrated at both local as well as institutional level on 19th August. The students and the faculties are felicitated for their achievements in the respective fields on the same occasion. Lek Shikava Abhiyan and 'YuvaSaptah' are celebrated in the college to inspire youths. 'Lek Shikava Abhiyan' is specially organized for female students. The college celebrates birth anniversaries and death anniversaries of renowned personalities to encourage students and to imbibe thoughts and visions of great personalities in them. Shiv jayanti is celebrated to inculcate nationalism while 'Reading Inspiration Day' in the memory of respected Dr.APJ Abdul Kalam is celebrated to inspire the students. The Teachers Day, Guru-Pournima are also celebrated by the students to express their gratitude towards the faculties.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT - enabled facilities such as smart class,

**LMS, etc**

**Response:** 100

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 19

**File Description**

**Document**

Number of classrooms and seminar halls with ICT enabled facilities

[View Document](#)

Link for additional information which is optional

[View Document](#)

**4.1.4 Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.**

**Response:** 32.47

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
26	24	60	20	18

**File Description**

**Document**

Details of budget allocation, excluding salary during the last five years

[View Document](#)

Audited utilization statements

[View Document](#)

Any additional information

[View Document](#)

## 4.2 Library as a Learning Resource

**4.2.1 Library is automated using Integrated Library Management System (ILMS)**

**Response:**

It is indispensable for modern libraries to apply an 'automation system' to mechanize the operations and services they provide to their users. Library Management System (LMS) acts as a backbone of any automation process in the library. The library automation system provides a range of specialized services and functions to its users. The library was automated in the year 2007 with local library software called 'Library Manager'. In 2013, the software was changed to office integrated one. The I.T. software with its

version 1.9.1.7. is fully automated. The IT software is a fully integrated multi-user library system to run on a wide spectrum of hardware and software platforms. It performs all the activities related to acquisition, cataloguing, circulation and online public access catalogue.

The I.T. software is highly user friendly having the following features.

- 1) Integrated functions.
- 2) Interactive and screen oriented menu driver.
- 3) Multi user capabilities.
- 4) Staff defined security.

### **Modules in IT Software**

#### 1) Acquisition Module :

There are files such as category file, class file, subject file, book entry file and member file.

#### 2) Catalogue Module:

Holding updates, addition of new copies, detailed information about documents in a 'book entry format.'

#### 3) OPAC

A search option in OPAC is book search by title, by author, by subject, by publisher, by vendor name, by date of purchase, by date of issue, by non-issued books, advance search key word, language, class no, author, accession number, subject and category. Reading or reference material is easily traced by this system.

#### **Circulation Module:**

This module enables to carry out the following functions

- a) Creation of members database.
- b) New Member enrolment.
- c) Updation of records in members database.
- d) Renewal of records.
- e) Transaction such as issuing and returning of books.

**The software generates the following essential reports.**

1. I card view.
2. Bar code printing.
3. Accession reports.
4. Circulation.
5. List of details such as book pending list.
6. Using the I card reports.
7. I Cards are made in the library for both the students and the teaching and non-teaching faculties.
8. Issuing books is computerized using barcode technology.

### **Other reports include**

#### **A) Book details :**

- i) Subjectwise :- It gives list of books on any required subject e.g. Physics.
- ii) Author Subjectwise : The procedure to search author subjectwise is mentioned below
  - a) In book detail select author-subjectwise caption and click.
  - b) In menu option, select the required subject form the required subject list of authors that is there fed to the system.given.
- iii) Accession number subjectwise and categorywise :- Following procedure is adopted
  - a) In book option click the caption accession number subjectwise and category wise
  - b) Select the appropriate subject.
- iv) Book – Category and subjectwise :

In the books option click the option ‘books’ – category and subjectwise.

Staff :- It gives list of the following

- i) Teaching Staff
- ii) Non teaching Staff

Students :-

- i) All – It gives list of all students
- ii) Class wise :- It gives the list of students class-wise.



<b>File Description</b>	<b>Document</b>
Any additional information	<a href="#">View Document</a>

#### 4.2.2 Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment

##### Response:

The central library of the college was established in 1981. Since then, the library has made rapid progress in terms of collection of the books and services provided. The library is housed in an area of 1200 sq. fts. The library is open from 8.00 a.m. to 6.00 p.m. on all working days. The collection comprises of books, textbooks, reference books, books for competitive exams. Many kinds of encyclopaedias and dictionaries are available for reference. There are a sufficient number of books for competitive exams like U.P.S.C., M.P.S.C., N.E.T., S.E.T., J.R.F., banking, police recruitment etc. Some of the titles are as follows

Sr.No	Acc.No	Title	Author	Publisher
1	2054	The New Standard Dictionary	Gangadhar,D.K	Dhawale
2	929	A Dictionary of English Idioms and Phrases	Deshpande, M.K	Rane Praka
3	13025	Cambridge English Pronouncing Dictionary	Daniel, Jones	Cambridge
4	8	Encyclopaedia of Physics	Ekth Thani	Lakshay Pu
5	17	Dictionary of Zoology	Kakkar, Jyoti	Mohit Pub
6	4875	A concise Dictionary of Business	Oxford	Oxford Uni Press
7	11082	A Glossary of literary terms	Abrams, M.H	Thomas He
8	5332	The oxford modern Dictionary	Simpson, John	Oxford uni
9	1326	English Marathi Dictionary	Ranade, N.B	Shubhada P
10	3376	Oxford Compact Thesaurus	Mauris, Waite	Oxford Uni
11	7105	English Pronouncing Dictionary	Daniel, Jones	Universal P
12	3377	Compact oxford English Dictionary	Sara Howker	Oxford Uni
13	9033	Student Marathi Dictionary	Pandit, B.S	Student Boc
14	7028	Rajbhasha English Hindi Dictionary	Saxena, B.S	Pravin Prak
15	1475	Dictionary of the English language	-	Allied Publ
16	7104	The pocket oxford Dictionary and thesaurus	-	Oxford Uni



17	11	Encyclopaedic dictionary of Idioms	Foster, N	IVY Publish
18	4575	Encyclopaedic dictionary of Idioms	-	Modern Pub
19	10198	Dictionary of Economics	Pokriyal, P.K	Common Publisher
20	7101	Dictionary of Proverbs	Bhave, H.A	Varoda Boc
21	5333	The oxford Encyclopaedic English Dictionary	-	Clarendon P
22	1327	English Marathi Dictionary	Ranade, N.B	Shubdha Publication

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.2.3 Does the institution have the following:

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** A. Any 4 of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 4.2.4 Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

**Response:** 1.36

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
2.52	1.40	1.37	1.0	0.5

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

4.2.5 Availability of remote access to e-resources of the library

Response: Yes

File Description	Document
Any additional information	<a href="#">View Document</a>

4.2.6 Percentage per day usage of library by teachers and students

Response: 21.18

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 385

File Description	Document
Any additional information	<a href="#">View Document</a>

### 4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

The College has created adequate IT facilities in the campus. There are forty two computers in the college out of which twenty two computers are available in computer lab. Almost all the department are well-furnished with a necessary number of computers with 'Wi-Fi' and 'internet' facilities. Maintenance of all computers are done with the help of Karmaveer Adv. Baburao GanpatraoThakare College of Engineering,

Gangapur Road, Nashik, Viraj computer and Multinet Computers. Every department and other units of the college submit a demand letter for maintenance and upgradation or creating new I.T. facilities. Upgradation is carried out from time to time depending on changes occurred in syllabi, new practicals prescribed and introduction of new technology etc. The PCs and softwares are updated every year as per the strength of the students. Updating of IT facilities is a continuous process.

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio

**Response:** 35.98

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 4.3.3 Available bandwidth of internet connection in the Institution (Lease line)

**>=50 MBPS**

**35-50 MBPS**

**20-35 MBPS**

**5-20 MBPS**

**Response:** 5-20 MBPS

#### 4.3.4 Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing System (LCS)

**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	<a href="#">View Document</a>

### 4.4 Maintenance of Campus Infrastructure

#### 4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

**Response:** 32.14

4.4.1.1 Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
33	29	24	31	19

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	<a href="#">View Document</a>
Audited statements of accounts.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.4.2 There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.**

**Response:**

The college has adopted the following procedure of putting up the various demands of requirements made by the departments. The process can be elaborated as follows:

- i) The concerning department identifies its needs or requirements.
- ii) The proposal regarding the same is submitted to the principal.
- iii) The proposal is scrutinized and analyzed by I.Q.A.C., Local Management Committee and the Principal. It is thoroughly discussed by all of them, and agreed upon with the collaboration.
- iv) The proposal is sent to the Parent Institute for the sanction. 'Quotations' from different firms are invited at institutional level.
- v) Finally the proposal is approved by the Institute Head and then The Principal and I.Q.A.C. check the quality and quantity of the material demanded and is preserved under their custody.

The following mechanisms are followed by the college for maintenance purpose.

1. Maintenance of I.T. facilities is done with the help of the renowned Institute at Nashik as mentioned earlier.
2. Maintenance of the upkeep of any work related to electrics and local services.
3. Website Design and Development:- Department of Computer Science.
4. Security: Local Services.

File Description	Document
Any additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

**Response:** 25.87

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
174	218	651	589	634

File Description	Document
Upload self attested letter with the list of students sanctioned scholarships	<a href="#">View Document</a>
Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 5.1.2 Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

**Response:** 0.11

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
05	05	00	00	00

File Description	Document
Any additional information	<a href="#">View Document</a>

#### 5.1.3 Number of capability enhancement and development schemes –

1. For competitive examinations
2. Career counselling
3. Soft skill development
4. Remedial coaching
5. Language lab
6. Bridge courses
7. Yoga and meditation
8. Personal Counselling

A. 7 or more of the above

B. Any 6 of the above

C. Any 5 of the above

D. Any 4 of the above

**Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	<a href="#">View Document</a>

#### 5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

**Response:** 0.9

5.1.4.1 Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
30	12	10	16	12

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>

#### 5.1.5 Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

**Response: 0**

**5.1.5.1 Number of students attending VET year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	00	00	00	00

File Description	Document
Details of the students benefitted by VET	<a href="#">View Document</a>

**5.1.6 The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases**

**Response: Yes**

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2 Student Progression**

**5.2.1 Average percentage of placement of outgoing students during the last five years**

**Response: 3.26**

**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
00	12	07	09	04



File Description	Document
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.2 Percentage of student progression to higher education (previous graduating batch)**

**Response: 33.73**

5.2.2.1 Number of outgoing students progressing to higher education

Response: 57

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)**

**Response: 20.67**

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
02	01	05	00	02

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
10	12	10	07	08

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years	<a href="#">View Document</a>

### 5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national / international level (award for a team event should be counted as one) during the last five years.				
<b>Response: 3</b>				
5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year-wise during the last five years				
2017-18	2016-17	2015-16	2014-15	2013-14
00	02	00	01	00

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>

5.3.2 Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution
<b>Response:</b>
<p>The Students' Council is formed in the college as per the guidelines of university and under the Maharashtra University Act 1994. All the members in the council are selected from each class on the basis of their academic performance. A sport representative is also elected with the intention of creating interest amongst the students about various sports activities conducted in the college and at university level. The council is basically formed to solve various problems of the college and help the administration of the college maintain discipline amongst the student making the active involvement of the students in it. The students are groomed in leadership positions by making them in-charge of organizing various college and departmental events such as elocution competitions, debate competition, poster and quiz</p>

competitions, exhibitions and other departmental activities.

In the academic year 2017-18, **Kumari Swapna Bhoru Bhatate a student** of the college and a Secretary of 'Student Council' was elected as a member of Senate. The members of the student council directly participate in 'Annual Prize Distribution Ceremony'. The students are involved in the decision-making mechanism in various ways.

The following are the tasks and responsibilities which are transparently executed by them:

- They are involved in various plans and policies framed by the college.
- The members of the student council also play a vital role in maintaining discipline through the medium of Discipline Committee.
- They take part actively in National Service Scheme, National Cadet Corps, Student Development Scheme and cultural activities.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 5.3.3 Average number of sports and cultural activities/ competitions organised at the institution level per year

**Response:** 19.4

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
18	28	19	18	14

File Description	Document
Report of the event	<a href="#">View Document</a>
Number of sports and cultural activities / competitions organised per year	<a href="#">View Document</a>

## 5.4 Alumni Engagement

**5.4.1 The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years**

**Response:**

The college has a got registered “Alumni Association” (Ref. No. Mah/2479/Na). The college is located in tribal and hilly area. The students are from economically backward families. They try to find earning source just after the completion of their education. Basically, they have to face many problems about getting employment so the college does not expect any financial supports from them. The college has established ‘Alumni Association’ for the progression of the students. They participate in the College Annual Gathering and other celebrations such as Independence Day, Republic Day, Annual Prize Distribution Ceremony, Cultural Activities etc. Some departments invite their outstanding alumni for interactive sessions with the students and the faculties on the current issues. Many of the alumni are in regular contact with the faculties and contribute to the teaching learning processes indirectly by providing a variety of informations. The alumni of the college assist the college and its students in different ways. The N.S.S. unit of the college seeks the help of the alumni in adopting a village and organizing ‘Special Winter Camp’. The college also holds the special meetings and programs with the successful alumni to motivate and inspire the students of the college.

File Description	Document
Any additional information	<a href="#">View Document</a>

**5.4.2 Alumni contribution during the last five years(INR in Lakhs)  
? 5 Lakhs**

4 Lakhs - 5 Lakhs

3 Lakhs - 4 Lakhs

1 Lakh - 3 Lakhs

**Response:** <1 Lakh

File Description	Document
Alumni association audited statements	<a href="#">View Document</a>

**5.4.3 Number of Alumni Association / Chapters meetings held during the last five years**

**Response:** 5

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

Self Study Report of Maratha Vidya Prasarak Samaj's Karmaveer Punjababa Goverdhane Arts, Commerce and Science College, Near Take-Ghoti, Mumbai-Agra Road, Igatpuri, Tal.- Igatpuri, Dist.- Nashik,

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	01	01	01

  

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>

MAAAC

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

##### Response:

##### Vision

To educate and uplift the downtrodden and tribal students to bring them into the main stream of development.

To inculcate ethics and values in the tribal students to retain a long cherished legacy and heritage of the country.

To strive hard to provide quality education to the rural masses in order to create competency to compete with the urban students.

##### Mission

To provide quality education to the rural and tribal students. To bring about transformation and positive changes in the society through the formal education and extension activities.

The vision and mission statements have been framed by keeping in view the intellectual potential and needs of the tribal students in which the college is located. Many students belong to economically weaker sections of society. The college with its cessless efforts has made higher education accessible to these students. The college has kept a free access to the students by offering the benefits of education to all without fixing any cut-off merit range subject to fulfillment of the necessary conditions laid by the S.P.P.U. The U.G.C. receives and follows the directives of the Ministry of Human Resource Development, the Government of India. Therefore, the National policies regarding Higher Education are framed by the Government of India in similiar way the college forms its own policies according to the same directives, under the guidance of the Management of Maratha Vidya Prasarak Samaj, Nashik (M.V.P.S.). The nature of the college is as per the Memorandum of Association of Mother Institute, which runs the college, and has a separate Board of control for controlling all the educational units. Presently, it is made up of five office bearers, fourteen directors and three faculty representatives. With the guidelines of the I.Q.A.C. the college prepares perspective plans and also takes feedbacks from the stakeholders and executes the maximum programs and schemes of the University for the benefits and empowerment of the weaker sections of the society. At the beginning of the academic year, I.Q.A.C. along with the College Development Committee (C.D.C.) prepares perspective plan as per the requirements. A necessary permission in that regard is also taken from the authorities for making availability of funds and the outcomes are reviewed at the end of the year.

Managing Board of the Mother institute also includes three teaching and non-teaching representatives who are involved in the decision making process. The governing structure of the institution is decentralized and faculties and other stakeholders are also involved in the planning and the functioning of the college. The college has an Academic Council which supports in academic planning, new programs and academic

audits. The college has an Administrative Committee comprising of faculties for administrating day to day administrative and other related works. The college has a College Development Committee having representatives from teaching, non-teaching faculties and from the local community. The departments of the college have freedom to plan and devise their academic functions.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

### 6.1.2 The institution practices decentralization and participative management

#### Response:

As per the Memorandum of Association, the Management Bodies of Maratha Vidya Prasarak Samaj, Nashik (Mother Institute) is elected through democratic way after every five years. Governing Body consists of five office bearers and fourteen other members. The office bearers are President, Sabhapati, Upsabhapathi, Chitnis and Sarchitnis. According to the Memorandum of Association, the executive work is guided and monitored by the Sarchitnis. Along with these members, there are also representatives from teaching member community. They are three in numbers. In this way powers are decentralized among five office bearers and other elected members. Recently new management body has been elected through election held on 13th August, 2017. Ten Thousand life members casted their votes.

The institution runs with three hundred forty-five educational units from pre-primary level to higher educational units of conventional Arts, Commerce and Science colleges, professional units i.e. technical, medical, para-medical, social work, engineering, management, law and agriculture colleges. The Mother Institute is the second largest educational institute in Maharashtra State. Most of the educational institutions are located in rural and tribal areas. The strategy of the trust is always to empower its institutions through its progressive management policies. The policies and plans of the college in respect of infrastructure, academic programmes, recruitment, development proposals etc. are discussed in detail in regularly held meetings of authorities.

For smooth conduct of work in the educational institutions, four Education Officers are appointed. They look after the administrative and related work of the institutions and the mother institute. Every local institution has College Development Committee consisting of a member from management and local representatives for smooth conduct of institution. The principal is the secretary of this committee. Vice-principal and Heads of the departments support the routine work of the institute. At college level, there are several committees along with I.Q.A.C. for internal quality assurance and development. Academic and Administrative committee of the college looks after the academic and administrative work. In this way there is hierarchal arrangement of decentralization. All the rights are decentralized according to the issues of the institution. The College Development Committee identifies developmental and major issues and these are forwarded to the mother institute.

Any issue related to the institution is discussed in the College Development Committee meeting and the minutes are forwarded to the mother institution for further process. The demands of the college



forwarded to mother institute and the issue discussed in the meeting of board of directors. The sanctioned proposals are sent to the college for the purpose of implementation of the work.

To sum up, the institutional policies and practices are planned and executed systematically within the framework of policies, rules, procedures, methods guided by Ministry of Human Resource Development, UGC and University. The college has well-structured and student centric management with an efficient internal monitoring mechanism.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 Perspective/Strategic plan and Deployment documents are available in the institution

#### Response:

Every year, The concerned committee plans for the development of the college and action plan is prepared by I.Q.A.C. With the guidelines of I.Q.A.C. feedbacks are taken from stakeholder, and students. There are several examples of successful implementation of the activities based on the strategic plans prepared by the I.Q.A.C. The College Development Committee and I.Q.A.C. jointly take action. A requirement plan and necessary sanctions are sought and expenses are calculated. Management of the Mother institute sanctions the same project in their meeting and allows college to proceed for purchases and implementation. Purchase Committee along with Principal check for available project managers for estimated cost and Quotations are sought and formal permission is granted by college and then Mother institute. There was demand for construction of first floor and renovation of laboratories and construction of new laboratories, solar-wind mill hybrid project for continuous supply of electricity. The IQAC provides the guidelines to the various departments to introduce and conduct certificate courses in computer, add-on certificate courses such as Beauty-Parlor Training Program, Web-Designing, Tally-ERP, short-term program of GST, certificate course in food processing project of puffed rice etc. The college highlighted these demands in the action plan of the college which was reported yearly in the AQAR, submitted each year to the NAAC. Year-wise demand and planned facilities are as under;

#### 2013-14

- Proposed institution to have NMEI high speed internet connection for faculties and Department.
- Proposed to build upper floor to cater class room need for the classes.
- Proposed to complete the Solar-Wind Hybrid Power Plant.
- Proposed to improve library infrastructure.
- Proposed to purchase instruments and equipments for science faculty.



**2014-15**

- Conducted orientation workshop on ‘Choice Based Credit System’ for PG programs.
- 10 KW Solar-wind Hybrid Power plant was installed.
- High speed internet under the NMEC-IT scheme was installed. Books were purchased as per demands of students and the faculties.
- Purchase of instruments and equipments for science faculty.

**2015-16**

- Work-order for construction of first floor was received and implemented.
- Proposed for renovation of Botany Laboratory and additional construction of Chemistry Laboratory.
- Proposal submitted to Social Welfare Office, Zilha Parishad, Nashik for construction of Girls Hostel.
- ‘Green Gym’ Installed.

**2016-17**

- U.G.C. grant of Rs. 10 Lakhs was utilized for purchases of Instruments.
- Books are purchased as per requirement.
- Purchase of instruments and equipment for science faculty.

**2017-18**

- Implementation of online Grid Based Solar Power Plant under green initiatives.
- Utilization of capital development grants sanctioned by U.G.C.
- Books were purchased as per demands of the students and faculties.
- Purchase of instruments and equipment for science faculty.

File Description	Document
Any additional information	<a href="#">View Document</a>
Strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

**6.2.2 Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism**

**Response:**

Managing board of Mother Institute is framed according to the Articles of Association and Memorandum of Association of the Maratha Vidya Prasarak Samaj, Nashik. The college is administered under the control of managing directors of mother institute. The managing board includes five office bearers and fourteen Directors and three faculty representatives. All the members of Managing board are elected through 10,000/- life members. The working managing board has been formed for the period of five years i.e. 2017-2022. To control the routine work, all institutes has College Development Committee consist with twelve stakeholders/external members and the Principal is also a member of this committee and three members from teaching and non-teaching staff are also nominees of the College Development Committee. Administrative committee has an organizational structure. Principal is the head of the committee and Vice-principal, IQAC coordinator are the members of the committee. All the members take care for smooth conduct of the routine work. The functions of the various committees are defined below:

### **Role of Top Management:**

1. To sanction the annual budget prepared by the principal.
2. To fix and sanction agencies for the purchase and supply for the materials, equipment and other related material needed for the college.
3. To provide essential safety for inventories/properties such as equipment, materials, plant, of the college.
4. To maintain and audit financial records such as accounts of all funds, receipts, expenditures and to maintain proper statements of accounts.
5. To permit for new installation, construction and for alteration/renovation of the college property.
6. To administer the funds with the rules and regulations, such as Sevak Kalyan Nidhi.
7. The service rules and procedures for recruitment and promotion are as per the Maharashtra Universities Act 2017 and the UGC Regulations.

Reference: ([https://ugc.ac.in/pdfnews/3375714\\_API-4th-Amentment-Regulations-2016.pdf](https://ugc.ac.in/pdfnews/3375714_API-4th-Amentment-Regulations-2016.pdf))

### **Role of the Principal:**

1. The Principal is responsible for day to day activities of the college for which he appoints teaching and non-teaching members in the College Development Committee.
2. In the admission process of students and the discipline of the College.
3. All types of financial transactions.
4. Academic and other programmes held under University service rules, procedures, promotional policies, recruitment, etc.
5. The service rules for the teaching and non-teaching staff are laid by the UGC, University, GoM. The service rules are defined in the Maharashtra Universities Act, 2017.

([http://www.unipune.ac.in/Maha\\_Public\\_Uni\\_Act/pdf/MaharashtraCopy.pdf](http://www.unipune.ac.in/Maha_Public_Uni_Act/pdf/MaharashtraCopy.pdf))

1. Principal has formulated grievance redressal mechanism 'Grievance Redressal Cell', deals with the complaints made by the students and recommendations are passed to the Principal for further action.
2. In academic and other issues Principal delegates authorities at the heads of the departments, for local grievances within the department, and if the issues are serious it is referred to the

management.

3. The Grievance Redressal Committee, Students Welfare Committee, Anti-Ragging Committee, Prevention of Sexual harassment Committee and Disciplinary Committee are other mechanisms which maintain safety and clean environment in the college.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Planning and Development
2. Administration
3. Finance and Accounts
4. Student Admission and Support
5. Examination

- A. All 5 of the above
- B. Any 4 of the above
- C. Any 3 of the above
- D. Any 2 of the above

**Response:** B. Any 4 of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation Planning and Development, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 6.2.4 Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

**Response:**

The various committees of the college meet periodically for conducting various activities systematically and functioning smoothly. As an impact of the College Development Committee meeting held in April 2015, it was recommended that dress code must be compulsory for maintaining discipline in the college and necessary efforts were taken for security and uniformity of the college students. The restrictions have been imposed for taking the vehicles anywhere in the restricted area of the college campus. The special parking zones are made available for parking the vehicles of the students and the faculties. The Discipline Committee is always active during programs organized in the college. The committee supports in improving the overall discipline and security in the college campus. All the faculties of the College Discipline Committee work for the cause of security of the students.

Besides, the following resolutions are also made:-

1. Tree plantation in college campus and at nearest hills with the co-operation of Samsonite Industries Ltd.
2. Road Safety Awareness and Presentation of Road Shows among the students with the help of R.T.O. and Toll plaza, Ghoti,
3. Meetings are held at a regular intervals to take proper measures.
4. Collaborative work was done with Mahindra & Mahindra Ltd. and Samsonite Polymers India Ltd, Igatpuri under C.S.R.
5. Short-Term courses are conducted for the skill-development.
6. Construction of first floor and Science laboratory have been done.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

### 6.3.1 The institution has effective welfare measures for teaching and non-teaching staff

#### Response:

The management has made provisions of providing various welfare facilities for the teaching and non-teaching faculties. The special mention of them can be made as follows:-

1. Staff Welfare Fund (Sevak Kalyan Nidhi)
2. Group Accident Insurance from Rs. 1 Lakh to 5 Lakh is provided by College Faculties Credit Cooperative Society Ltd. and Maratha Vidya Prasarak Samaj's Sevak Sahakari Society Ltd.
3. College Faculties Credit Cooperative Society Ltd. also provides loan.
  - Long Term Loan upto Rs. 18 Lakh.
  - Emergency Loan for Short Term upto Rs. 20,000/-
  - Festival Loan upto Rs. 10,000/-

1. Maratha Vidya Prasarak Samaj's Sevak Sahakari Society Ltd. loans

- Long Term Loan upto Rs. 18 Lakh
- Emergency Loan for Short Term upto Rs. 20,000/-
- Festival Loan upto Rs. 10,000/-

1. Maratha Vidya Prasarak Samaj's Medical College Health and Hospital Facility. Free complete health check under SKN.

2. LIC Group Insurance Policy.

1. National Health Medi-claim Policy.

File Description	Document
Any additional information	<a href="#">View Document</a>

**6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years**

**Response:** 76.91

6.3.2.1 Number of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
12	18	19	14	5

File Description	Document
Details of teachers provided with financial support to attend conferences, workshops etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**6.3.3 Average number of professional development / administrative training programs organized by the institution for teaching and non teaching staff during the last five years**

**Response:** 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

**Response:** 16.21

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
01	01	02	04	05

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	<a href="#">View Document</a>
Details of teachers attending professional development programs during the last five years	<a href="#">View Document</a>

### 6.3.5 Institution has Performance Appraisal System for teaching and non-teaching staff

**Response:**

Every year, the self-performance appraisal reports are filled up by the faculties and are checked by the I.Q.A.C. The principal and I.Q.A.C. have necessary interactions with the concerned faculties. The faculty profile is also uploaded to the college website and to the Board of College and University Development (BCUD) faculty profile of the University. The feedbacks received from the faculties on any programs, academic or extra-curricular activities are also discussed with the faculty-in-charge and suggestions for improvement are given by the principal and the Performance Committee Members. The faculty members are encouraged to participate actively in all the college activities irrespective of whether

they are permanent, temporary or serving on contractual basis. They contribute towards strengthening the teaching-learning process, research work, extension activities and administrative work with responsibility and accountability. The S.P.P.U. norms for formal appraisal are followed wherein the faculties are required to submit formal reports on works undertaken each year. This report includes the information related to personal achievement, both scholastic and extra-curricular.

Co-ordinators of various sections, units and committees are also expected to submit their annual reports on the work or activities carried out by the faculties under their guidance. Some of these important reports are also published in the annual magazine 'Sahyadri'. The reports are presented at the faculty meeting. The comprehensive annual report is presented by the principal to the Management. Further, the faculties have to update their personal profile on the website from time to time. Thus, the contribution of an individual to the multi-dimensional corporate life of the college is well documented. Curriculum-Vitae of individual faculties are made available on college website. As per the format of the S.P.P.U., each year the faculties submit their academic appraisal forms following the standards of A.P.I. forms which are then reviewed by the heads of the department and the principal. The performance appraisal is also carried out at the time of career advancement scheme, senior pay scale, selection grade, associate professor and professor. The S.P.P.U. has its own mechanism to update an individual profile of the faculty through a website maintained by the B.C.U.D. S.P.P.U. Pune. Every year, the college prepares workloads of each departments for submitting it to the Higher Education Department. Appraisal of the academic and administrative staff is undertaken in the standard format given by the Mother Institute which is reviewed by the office superintendent and then the principal respectively.

File Description	Document
Any additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

#### Response:

1. Internal Audit by the Chartered Accountant appointed by the authorities of the Management M/s Baste & Sons, Nashik.
2. External Audit by the Joint Director Higher Education, Pune Region, Pune
3. External Audit by the Account Officer, Higher Education Department, Pune Region, Pune
4. External audit by S.P.P.U. for funds provided by them such as Q.I.P., N.S.S., S.D.S., Examination Expenditures
5. External Audit of Research Funds by the Respective Funding Agencies (like U.G.C./B.C.U.D./D.S.T./S.P.P.U.)
6. External audit by the office of the Principal Accountant General (Audit-I) Maharashtra, Mumbai.



The internal audit is conducted regularly by internal auditor. The objections regarding the audit are promptly resolved within the stipulated period. Suggestions made by the internal auditor for budget allotments are incorporated in the subsequent budget statements.

External audit made by the government agencies have to be undertaken from 2 to 6 are due for sometimes and the college awaits their visit. The final external audits conducted by the relevant agencies are carried out at the end of the grant period and accounts are settled. If these agencies have objections regarding the expenditure of funds utilized then such amounts are withheld from the final installment. Similarly, if the funds are not utilized as per the rules and guidelines of the funding agencies, the funds have to be refunded with interest specified by the agencies.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

**Response:** 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of Funds / Grants received from non-government bodies during the last five years	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

#### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

**Response:**

The College follows the rules and regulations formulated by the Government of Maharashtra, University Grant Commission, management of the mother institute named Maratha Vidya Prasarak Samaj, Nashik, Savitribai Phule Pune University and funding agencies. Monetary transactions are in compliance with the rules of the managing bodies, Government of India and GoM, J.D.H.E. Pune, B.C.U.D. S.P.P.U., U.G.C.



The college receives the grant-in-aid from the Maharashtra government and a variety of special purpose funding from bodies like the U.G.C., C.S.I.R., J.D.H.E. Pune, B.C.U.D. and D.S.T. etc. The college has other major funding sources as follows:

1. The total fees collected from students.
2. Grants received from the State Government (Salary).
3. General Development Grants received from UGC.
4. Funds received from S.P.P.U. under various heads.
5. Funds from Management (the management makes up the deficit amount whenever needed).

Grants received for research projects are used for specific purpose. The financial protocols prescribed by all the competent authorities are strictly followed. Financial transactions of student societies and departmental activities are routed through the coordinators or faculties-in-charge, as the case may be. Day to day financial transactions are maintained by the accountant of the College. The college has yearly budget which is approved by the principal and the Mother Institute. The accounts are internally audited by chartered accountant. A copy of the approved audited accounts is submitted to the mother institute and university as the case may be.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

The college has Internal Quality Assurance Cell. The purpose behind its establishment is to sustain and propagate the quality in all the aspects of the college. It primarily functions for development of 'Quality Culture' in the college. It provides information on various quality parameters, obtains feedbacks from students on quality aspects. It prepares documents of various activities and programs. The cell prepares the Annual Quality Assurance Report (AQAR) as per the NAAC guidelines and submits it to NAAC. The I.Q.A.C. comprises of members from student council, members from board of directors, experts, society representatives and alumni.

The I.Q.A.C. plays an important role in overall development of the college by framing various strategies and take remedial measures for progress. The following two examples can be highlighted as the best practices of the I.Q.A.C. with quality outcomes.

1. Installation of renewable energy source (Solar Wind Mill Hybrid Project): An action plan was prepared in the year 2015-16 to solve the problem of supplying the electricity to the college itself. In 2016-17, the college installed 10KV Solar Wind Mill Hybrid Project and the Grid

generation capacity is 15KV (60 Units per day). The cost of the solar project is about Rs. 5,00,000/- which was funded by S.P.P.U.

2. Promotion for Research and Innovative activities: The I.Q.A.C. has taken necessary actions to promote college faculties to undertake various research activities. The IQAC prepared yearly 'action plan' for innovative aspects which has resulted into increasing the number of research activities. During the last five years, nine state level and four national level seminars were organized. Six full-time faculties and three temporary faculties have completed their Ph.DS. Three full-time faculties and six temporary faculties have obtained M.Phil. degrees. Eighty-eight research papers have been published in various U.G.C. approved research journals and thirty two books have been published by the faculties. Research culture is also developed among the post-graduate students. The second year M.Com students are advised to undertake research projects on contemporary issues. To inculcate the research among students, various additional books have been purchased. The students are encouraged to participate in the 'Avishkar' an innovative competition held by S.P.P.U. Three Major/Minor research projects have been undertaken by the faculties and one more is in process with the funding of SPPU. The I.Q.A.C. stressed the demands of additional computer facilities and persuaded the authorities to make availability of more space for classrooms and laboratories.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

### 6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

#### Response:

The structure of IQAC itself has integrated framework of its composition which consists of the representatives of the Management, Principal and vice –principal of the college as the administrative officials looking after the quality of the administrative work. In IQAC meetings, the academic and administrative aspects and related, problems are addressed. Some spot decisions are taken. Throughout in the year, four meetings of IQAC are called in order to plan and execute the academic and administrative aspects feedback and instructions. The discussions and decisions are made on participatory level.

The Principal and the IQAC coordinator participates in the seminars, workshops and conferences organized by other colleges regarding IQAC working methodology, various quality aspects, their procedures, systems and contribution. The workshops discussing AQAR format and the methods of presenting information in them are attended by the Principal and the IQAC co-coordinator. Management and IQAC guides for quality parameters and keeping the record, in various forms so that information is collected. The knowledge and operating systems are discussed with the staff and faculties.

As per the guidelines given by IQAC, college implements the innovative methods in teaching-

learning process, academic and administrative process, methodologies of policy operations and learning outcomes. Periodical reviews of outcomes of this teaching-learning process are taken for quality initiatives. As an analytical process, the IQAC initiated, the following cases;

1. Institutional reviews analyzed by IQAC:

- Students' feedback on Faculties' performance: At the end of every academic year, feedbacks are taken by students to conduct a performance appraisal of faculties, by using convenience random sampling method. Feedback committee of the college collects all the feedback forms and then analyzed and the reports are submitted to IQAC for further action. Along with the Principal, the IQAC of the college take necessary actions regarding any issue. The feedback includes the SWOC factors of the faculties in teaching. The feedback analysis indicates the quality status of the teaching-learning process of the faculties.
- Academic and Administrative Audit: Academic and Administrative audit is carried out once in three years. With the guidelines of the IQAC, the coordinator of Academic and Administrative Audit collects information related to seven criteria which includes various developmental issues of the college. All this information is revealed in the three year AAA report of the college and submitted to the IQAC.

1. Implementation of teaching-learning reforms: For improvement purpose, IQAC in its annual action plan recommends for innovative techniques in the teaching-learning process. This policy includes reforms in teaching, learning and evaluation. With the guidelines of IQAC, the college launched various contemporary courses to orient the students. To attend the required changes, the college has taken many measures to reform the teaching-learning process which includes renovation of Botany laboratory.

2. Construction of new additional chemistry lab.
  3. Construction of first floor which includes classrooms and laboratories, auditorium hall,
  4. Purchasing additional books and journals,
  5. Organizing guest lectures, organizing and attending seminars/conferences or workshops,
1. Attending Orientation Programme, Refresher Course, Short-term course, Faculty Development Program, etc.

File Description	Document
Link for Additional Information	<a href="#">View Document</a>

**6.5.3 Average number of quality initiatives by IQAC for promoting quality culture per year**

**Response:** 4.2

**6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
04	04	05	05	03

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	<a href="#">View Document</a>
IQAC link	<a href="#">View Document</a>

**6.5.4 Quality assurance initiatives of the institution include:**

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

A. Any 4 of the above

B. Any 3 of the above

C. Any 2 of the above

D. Any 1 of the above

**Response:** C. Any 2 of the above

File Description	Document
e-copies of the accreditations and certifications	<a href="#">View Document</a>
Details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual reports of institution	<a href="#">View Document</a>

**6.5.5 Incremental improvements made during the preceding five years (in case of first cycle) Post accreditation quality initiatives (second and subsequent cycles)**

**Response:**

The college has gone through the first cycle of NAAC accreditation in February 2004 and the second cycle of the NAAC re-accreditation in March 2012. For the third cycle, the college has undertaken several

steps for quality enhancement and quality nourishment. Quality initiatives are practiced through organization of seminars and conferences with the special guidance of the IQAC. With the support of IQAC, nine state level seminars and four national level conferences were organized on various contemporary issues. Fifty-five full-time faculties and thirty-three temporary faculties attended various state level seminars, national and international conferences. Thirty-two syllabus/reference books were published by the faculties. Three faculties completed their Major and Minor Research Projects with the financial support of the B.C.U.D. and one project is ongoing. Thirteen faculties completed Orientation/Refresher course/STC/FDP. With IQAC initiatives teaching and learning process is now ICT based and for that purpose ten projectors and two smart boards have been made available in the college. The college has well developed computer laboratory with forty-one computers out of which thirty-seven computers are available with internet facility and free access is given to the students. Now the first floor of the college building has been constructed with the financial support of the mother institute. Under the CSR, new Chemistry laboratory was constructed by the Mahindra & Mahindra Company and additional botany lab was also constructed by Samsonite Polymers India Ltd, Igatpuri. The college installed 10KV Solar Wind Mill Hybrid Project to avoid the light fluctuation or power-cuts problems and the Grid generation capacity is 15KV. The college has well-equipped Gymnasium with Green Gym facility. New 1500 trees were planted and special rain water harvesting system is also made available. For continuous water facility, a well is mined by the college and for storage purpose a water tank was also constructed. All the departments have computer facility with internet connections and new technology Barcode is used for examination and for labeling of books. Entire office work is computerized and online student support facility is also available.

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Number of gender equity promotion programs organized by the institution during the last five years

**Response:** 17

##### 7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
03	04	02	05	03

File Description	Document
Report of the event	<a href="#">View Document</a>
List of gender equity promotion programs organized by the institution	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.2

##### 1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security
2. Counselling
3. Common Room

**Response:**

The college is protected with barbed wire compound which prohibits trespassers and animals from entering the campus. For parking of vehicles, sufficient space has been provided for two wheeler and other vehicles separately. A separate cycle stand facilitates the students to keep their bicycles safely. The advantage of this arrangement is that the congestion of vehicles is avoided. This discipline enhances the safety and security of the vehicles belonging to students and staff.

The college has provided separate common rooms for boys and girl students so that they can feel comfortable. Safe drinking water facility, sanitation facility, seating arrangements and first aids facility are primarily provided in those saperate common rooms.

The Mother Institute made it mandatory for all the students and faculties to observe dress-code in college premises so that the identification of outsiders becomes easy. The outsiders are not allowed to enter the college campus without prior permission. The students can be controlled easily in a rushing hours. The



design of dress-code reflects an ideal combination of traditional as well as modern Indian culture.

The closed circuit cameras have been installed by the college to take the security measures. The college corridors, parking lot, entrance lobby, garden, gymkhana, playground and administrative office continuously remain under the surveillance of this system. Videos and images captured from those cameras are stored in a separate system and are made available to college higher authorities and police whenever needed. Many boards and plates have been hanged in the campus providing legal notification of the presence of CCTV surveillance system.

The college aims to provide equal opportunities to both male and female pupils. The above mentioned facilities provide enough safety to both these classes. However, in case the students come across any difficulties they are advised to see the chairman of counselling cell. The young generation may have some social, psychological, financial and health issues or problems which need to be tackled carefully at the right time therefore The college has set up Student 'Counselling Cell' that deals with the problems. The college faculties who are the members of the Counseling cell are well-experienced and trained in such a manner that a student will be comfortable to discuss his/her problems. The effectiveness of the system is that many of the problems so far have been resolved in the college and for some serious health issues they are referred to the Medical College and Hospital of the parent institution.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.3 Alternate Energy initiatives such as:

#### 1. Percentage of annual power requirement of the Institution met by the renewable energy sources

**Response:** 30

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

Response: 5760

7.1.3.2 Total annual power requirement (in KWH)

Response: 19200

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional Information	<a href="#">View Document</a>

#### 7.1.4 Percentage of annual lighting power requirements met through LED bulbs

**Response:** 23.96

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1150

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 4800

File Description	Document
Details of lighting power requirements met through LED bulbs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

#### 7.1.5 Waste Management steps including:

- Solid waste management
- Liquid waste management
- E-waste management

**Response:**

The solid waste is separated into degradable and non-degradable waste. The degradable waste is further utilized in production of bio-fertilizers in vermicompost plant. The college has set up a bio fertilizer plant in the college campus. The fertilizer produced by this plant is utilized for the trees in the campus and the farmers nearby the college areas are also benefitted from the same at large.

In an effort to minimize the amount of chemical waste generated in the college campus, clean, uncontaminated glassware and plastic wares are not used in the college premises. The chemical items are rinsed thrice with copious amounts of water. The useless and outdated chemicals are packed in sufficient packing material to prevent container damage route. A chemical waste label is attached to the dustbin. Unwanted clean non-broken glassware and plastic are packaged up by the laboratory personnel and taken to the dumpster. The liquid waste from urinals and toilets is collected in separate underground tanks.

E-waste (Old and unusable Computers, Keyboard, Mouse, and Printer etc.) is collected and handed over to M.V.P's K.B.T. College of Engineering, Nashik for recycling. Important and usable parts are separated to build new items for schools of the institute. Remaining useless items are disposed off by recycling wastes systematically to ensure environmentally safe and sound disposal.

File Description	Document
Any additional information	<a href="#">View Document</a>



### 7.1.6 Rain water harvesting structures and utilization in the campus

**Response:**

Igatpuri is blessed with the town occurring the highest rainfall in Maharashtra. The college is situated on a land having natural landslop towards east. Rain water falling from the roof is collected with the help of the pipes in an underground water tank. This water so collected is used in the college for drinking and plantation.

**About 5-7** feet deep pond was dug at the lowest elevation to catch the draining water or runoff from the campus. An embankment was constructed at the lower elevation of the pond to restrict the flow of water. An interesting thing about this effort is that the dug well from which water is drawn out for daily use is located right in the middle of the pond. Besides, the dug well, there is a bore wells on campus to meet the needs of college campus. The dug well has around 100,000 to 150,000 litres of water storing capacity of the dug well per annum. This makes us self-sufficient for around the 3 to 4 months for campus tree plantation after the rainy season is over.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.7 Green Practices

- **Students, staff using**
  - a) **Bicycles**
  - b) **Public Transport**
  - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

**Response:**

Bicycles and public transport - The college is situated in the tribal regions of Maharashtra. students come from very remote areas which is about 20 k.ms in radius. Public transport facilities in the remote areas are not enough. So,many of the students use bicycles to attend the college.

The ‘Igatpuri’ Railway station is only 4 kms. away from the college. The students and the faculties from nearby small towns make use of the public transport facilities like train, bus and auto-rickshaws. A footover bridge is being constructed near the college so that it will be easy and safe to cross the busiest NH-3. In addition to this, The NHAI e.i. National Highway Authority of India has constructed a service road from college side parallel to the highway. The college campus has many pedestrian friendly roads right from the main gate of the college leading towards every departments from the backsides.

Plastic-free campus and paperless office - The students and faculties use minimum plastic materials. All

the disposable items used in the campus are plastic free. Various notices to the students as well as the faculties are communicated using various social media like 'Facebook', 'Whats app' groups SMSs and E-mails. Admission process and various forms of the students are linked to college website to minimize the use of papers.

Green landscaping with trees and plants – The college campus is surrounded with many trees and plants. The lush green land scape is spread over about seven acres of land.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

**Response:** 3.29

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.57	5.56	12.57	0	0.08

File Description	Document
Green audit report	<a href="#">View Document</a>
Details of expenditure on green initiatives and waste management during the last five years	<a href="#">View Document</a>

### 7.1.9 Differently abled (Divyangjan) Friendliness Resources available in the institution:

1. Physical facilities
2. Provision for lift
3. Ramp / Rails
4. Braille Software/facilities
5. Rest Rooms
6. Scribes for examination
7. Special skill development for differently abled students
8. Any other similar facility (Specify)

**A. 7 and more of the above**

**B. At least 6 of the above**

**C. At least 4 of the above**

**D. At least 2 of the above**

**Response:** D. At least 2 of the above

File Description	Document
Resources available in the institution for Divyangjan	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**

**Response:** 3

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	0	0

File Description	Document
Number of Specific initiatives to address locational advantages and disadvantages	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**7.1.11 Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)**

**Response:** 2

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	2	0	0

File Description	Document
Report of the event	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

<b>7.1.12</b> <b>Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff</b>	
<b>Response: Yes</b>	
File Description	Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	<a href="#">View Document</a>

<b>7.1.13 Display of core values in the institution and on its website</b>	
<b>Response: Yes</b>	
File Description	Document
Provide URL of website that displays core values	<a href="#">View Document</a>

<b>7.1.14 The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations</b>	
<b>Response: Yes</b>	
File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	<a href="#">View Document</a>

<b>7.1.15 The institution offers a course on Human Values and professional ethics</b>	
<b>Response: Yes</b>	
File Description	Document
Any additional information	<a href="#">View Document</a>
Provide link to Courses on Human Values and professional ethics on Institutional website	<a href="#">View Document</a>

**7.1.16 The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions**

**Response:** Yes

File Description	Document
Provide URL of supporting documents to prove institution functions as per professional code	<a href="#">View Document</a>

**7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years**

**Response:** 41

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
8	7	13	5	8

File Description	Document
List of activities conducted for promotion of universal values	<a href="#">View Document</a>

**7.1.18 Institution organizes national festivals and birth / death anniversaries of the great Indian personalities**

**Response:**

The college organizes a number of activities throughout the year. That contributes to develop human values and professional ethics among the staff, students and the society at large. These include celebration of various festivals like 'Ganpati Festival', 'Rakshabandhan Festival', National Days, Celebration of birth anniversaries of national leaders, awareness campaigns through competitions, exhibitions, lectures, street plays and blood donation camps. The students regularly take part in N.S.S. and N.C.C. activities and visit NGOs. Academic activities also focus on inculcating ethics, skills, values and integrity among the students. The college started two special purpose course, viz, Gandhi Vichar Manch. A student joining this course has to study the morals and value systems taught by Mahatma Gandhi and thereafter has to appear for an examination based on the syllabus. The certificates are issued to the successful candidates on passing the test. The postgraduate students study various subjects like Human Rights, Cyber Security, Business Ethics which focus on spreading value-based ideas in the students. On occasions like celebration

of Maharashtra Day, Independence Day, Republic Day and Founder's Day, the external resource persons and principal address the faculties and students to motivate them. As part of the academic training, students are taught cyber security, environmental consciousness, gender equality etc.

### **7.1.19 The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions**

#### **Response:**

At the entry level of undergraduate and post graduate courses, the admission is done through online admission process. The students fill-up the details on the web portal specially created for admission process. After the closure of the form filling up process, category-wise merit list of the students are prepared and displayed on the same web portal and on the notice board of the college as well. Within the specified time, the students are expected to submit the required documents to the college for admission. At every stage, the faculty members are available to assist students in solving their queries regarding this process. The college has a computer software provided by the Mother Institution through which all the processes from admission to examination are managed. The data generated by this program is used for accounting purpose. On payment of fees a receipt of the same is immediately issued to the students.

The examination related activities are managed by web portal of Savitribai Phule Pune University. Just like college login, the students need to create ID on this website for filling up the exam forms. Examination notices, time-tables and hall tickets are available here. The confirmation emails and messages are sent to the candidates by these web portals. Examination results are also displayed on these websites and students can download the mark sheet or file result recheck request by using their login credentials.

The faculty members have to maintain detailed records of the teaching activity, research and other personal information on web portal of the Savitribai Phule Pune University which can be accessed anytime by general public.

The college financial records are audited on annual basis by external auditor, the reports of which are available on demand in the administrative office. The students' record from admission to result is available for inspection to public kept with each department separately. The other related record like teaching notes and attendance are also maintained. There is a systematic method to keep record of each order, notice and other kind of communications on perpetual basis. The reports of the activities are drafted and published in local news-papers from time to time. A committee has been formed to observe the fulfilment of Right to Information Act.

## **7.2 Best Practices**

### **7.2.1 Describe at least two institutional best practices (as per NAAC Format)**

#### **Response:**

Best Practice No. 1

## Department of Botany

1. Title: Blue Green Algae Production and Promotion Centre.
2. Context: Utilization of blue green algae in a paddy crop gives positive effects on yield of rice crop.
3. Aim: To produce blue green algae and distribute seed culture of blue green algae to the farmers through students.
4. Practice: Life oxygen, carbon dioxide and Nitrogen are essential for growth and development of crop plants. The percentage of carbon dioxide and oxygen in atmosphere is near about 2-3% and the percentage of nitrogen in atmosphere is about 77-78%. Plant can take oxygen and carbon dioxide directly from atmosphere but they can't take nitrogen from atmosphere. Plant takes Nitrogen from soil, where nitrogen is present in appropriate quantity. There are some microorganisms like bacteria. Algae which absorb atmospheric nitrogen and convert such nitrogen into available form. Such microorganism are called Nitrogen-fixing microorganism. There are some species of Algae which fix atmospheric Nitrogen and convert such nitrogen into available form. These algae are called Blue green algae.

We have one natural pond in the college campus; we inoculate such pond with seed culture of Blue green algae. Blue green algae grow on surface of water. Then, we remove and collect upper layer of algae from the water pond and mix the same into soil to get dry in the Sun. Then, we distribute such a culture to the farmers through students.

5. Outcome: Blue green algae generally used as Bio-fertilizers. Algae Bio fertilizer is very convenient and effective in Rice field which increases yield of rice crop on a greater scale. Most of the Students are wards of farmers of paddy fields so this practice is going to lead to have rice research centre in the college in near future. Students are informed with organic farming as well.

## Best Practise No. 2

### Department of Geography

1. Title : Training on Trekking and Tour Management
2. Context: Igatpuri taluka is geographically hilly area and having good scope for trekking and tour. Kalsubai is in the mountain ranges known on the Western Ghats.
3. Aim: To develop awareness among the students for professional trekking and tour management business. This training gives them knowledge and opportunity for being a professional trekking and tour manager.
4. Practice: Organizing guest lectures on trekking and tour management, field visits to various hill-stations and get physical training and experience from experts.
5. Outcome: This activity provides self-employment opportunities by starting their own trekking and tour management business.

Best Practise No. 3

Department of Political Science

1. Title : Voters Awareness Campaign'

2. Context: Explain the importance of voting to the Indian voter through the students.

3. Aim:- To Inspire Indian voters to stay awake during election process and vote.

4. Objectives:-

a. Students are made aware of their responsibility.

b. They are awakened from the program being implemented.

c. Through this awakening, the students also insist on registering the names of the people in their village.

d. The students become aware of their rights conferred by the Constitution.

e. This right builds the confidence of choosing the right candidate.

5. The Practice:- Through Voters Awareness Campaign' various events are organized by the epartment.

The Constitution gives the right to vote for all people who complete 18 years in India. In the pre-Independence era, this was not the right of all citizens. But in a detailed democracy, all the people should be involved in it so Dr. Babasaheb Ambedkar gave this right to the entire people through the Constitution. Indian citizens have got the right without any discrimination such as poor-rich, educated-uneducated. But the public still does not seem very alert about this right. That's why Voter Registration Campaign is being implemented by our Department.

These campaigns are implemented at four levels.

a. New voter registration.

b. Awareness campaign.

c. Constitution Awakening.

d. Awareness through various competitions

6. Programme outcomes:- People are expected to participate in democracy to achieve the specified objective. Students become aware about voting.



Best Practise No. 4

Department of Commerce

1. Title :Agro-based Food Processing: Puffed Rice

2. Objectives of the Practice: In Igatpuri Tehsil area various problems are observed such as high population growth, growing poverty, limited agricultural land area, environmental imbalance, involvement of private and non-government organizations, decentralization and competitiveness and economic liberalization, etc. Thus the main objective of this best practice is to support and help students to achieve food security and to create employment opportunities for poverty alleviation by the transformation of agriculture through diversification and commercialization.

Specific Objectives

1. To increase agricultural production based on geographical diversity.
2. To support food security by increasing food production and maintained the internal supply of food stuffs.
3. To increase the production and productivity of raw material for the agro-industries.
4. To support for comparative advantages with market management.
5. To increase the availability of off-farm employment by supporting small industries and enterprises.
6. To support export promotion and import substitution of agriculture.
7. To support export poverty alleviation by increasing the employment opportunity for small, marginal and women farmers.
8. To screen and standardize the technologies by adoptive system.

3. The Context :

In this best practice following features or challenging issues are found:

1. The situation facing the challenges of sustained agricultural growth, the new and emerging challenges which can be identified under three broad headings: overcoming their marginalization resulting from integration of markets due to globalization and liberalization; adapting technological change; and coping with the new institutional environment.
2. Competitive markets: The traders have to compete with more developed manufacturers.

3. New technologies are bringing down the cost of communications dramatically
4. More sparsely populated areas with poor roads.
5. Bio-technology (with appropriate safeguards) offers opportunities for more rapid technological advances.
6. Insufficient investment in their application to the crops and problems.
7. Globalized markets and the implementation of trade agreements should bring benefits.
8. Supply and competitiveness constraints.
9. Policy makers may be swinging back to a more balanced and nuanced understanding of the importance of agriculture and of the potential roles (and pitfalls) of state support.

#### 4. The Practice:

1. Translation of general knowledge to tailored, ready-to-use management practices,
2. Limited information on the effectiveness of agro-based food processing measures in terms of crop yield and quality, profitability and reduction of agrochemical inputs,
3. Lack of appropriate financial accounting systems that allows fair accounting of the private investments and public benefits,
4. The implementation of agro-based food processing measures at the right spatial scales which requires coordination among the various actors in a region.
5. Current and new legislation may provide incentives to address these limitations and contribute to the further development and integration of agro-based food processing concepts in agricultural systems in Europe.

5. Evidence of Success : The certificate course of Agro-based Food processing with special production of Puffed rice is carried out in the college premises with the special support of puffed rice industries of surrounding areas. During this course, 20 students participated and took knowledge through lectures and practical. All the students have taken theoretical as well as practical knowledge. This course supports the students to get employment opportunity by establishing self manufacturing unit creates and offers more employment opportunities to the needy. The students also get financial and investment oriented knowledge. As an evidence, The students prepared project based on their knowledge.

#### 6. Problems Encountered and Resources Required.

1. Marketing oriented problems.
2. Production process oriented problems.

3. Labour related problems.
4. Problems related to owner's decision.
5. Government's price control.

#### Notes

This course has been implemented according to the agricultural productivity of the surrounding area. The commerce students generally prefer this course. This course is rice-oriented one so it may not be possible for other colleges to implement.

File Description	Document
Any additional information	<a href="#">View Document</a>

### 7.3 Institutional Distinctiveness

#### 7.3.1 Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

##### Response:

The vision and mission of the college is :

##### Vision

To educate and uplift the downtrodden or tribal students to bring them into the main stream of development.

To inculcate ethics and values in the tribal students to retain a long cherished legacy and heritage of the country.

To strive hard to provide quality education to the rural masses in order to create competency to compete with the urban students.

##### Mission

The mission of our college has been to provide quality education to the rural and tribal students. Another mission is to bring about transformation and positive changes in the society through the formal education and extension activities.

The motto of the mother institute is “Bahujan Hitay, Bahujan Sukhay” (For the well being of all masses). The vision and mission statements of the college are practiced by keeping in views the intellectual

potential and needs of the rural and tribal students. Most of the students belong to economically weaker sections of society. The college has made higher education accessible to these students. The college has kept a free access to the students by offering the benefits of education to all without fixing any cut-off merit range but it prefers fulfillment of the necessary conditions formulated by Savitribai Phule Pune University. The UGC receives and follows the directives of the Ministry of Human Resource Development, Government of India. Therefore, the national policies regarding higher education is framed by the Government of India by their way. In similiar way, the college forms its admission and other student oriented policies according to their directives under the guidance of the management, Maratha Vidya Prasarak Samaj, Nashik (MVPS). The teaching-learning process in the college is very powerful and for that purpose I.C..T based teaching-learning facility has been given topmost priority in the college. The college has ten projectors, two smartboards, forty-one computers out of which thirty seven computers are available for the students with free internet access. The classes have their own Whats app groups and they also have their Facebook page where all the information of various programs is posted. The college has been offering various certificate courses in Computer, add-on certificate courses such as Beauty-Parlor Training Program, Web-Designing, Tally-ERP, Short-term program on GST, certificate course in Food Processing Project of puffed rice etc. Many departments of the college organized and conducted expert lecture series, remedial coaching, guest lectures and the seminars for students on various contemporary issues. Six full-time faculties and three temporary faculties have Ph.D qualification. Three full-time faculties and six temporary faculties completed their M.Phil. Eighty-eight papers have been published so far in UGC approved journals. Fifty-five full-time faculties and thirty-three temporary faculties attended various state level seminars, national and international conferences. Thirty-two reference books have been published by the faculties so far. Three faculties completed their major and minor research projects with the financial support of the B.C.U.D. and 1 project is ongoing. Thirteen faculties attended Orientation Course, Refresher Course, STC and FDP. The various departments of the college organized nine state level seminars and four national level conferences on various contemporary issues resulting into sustainability of higher education and quality enhancement. Almost all the faculties make use of I.C.T. tools in their teaching. The overall development of students is achieved with their participation in various activities such as academic, social service, sports, leadership, cultural etc. The students are motivated for advanced learning through the activities of research projects, exhibitions and students' seminars. The students also participate and attend various seminars and conferences organized by the college and the other colleges as well. The students are also encouraged to take part in various types of academic, cultural, sports and other social activities. The N.S.S. student Mr. Sagar Pote grabbed the first prize in the University level Road Show Competition held at Ahmadnagar and was selected for Inter-university Cultural Activities. The focus of the activities undertaken by the units of the college such as NSS, NCC, Gymkhana and all other departments is to improve the students ability to play a proactive role in the society. The students participated in national, state and university level competitions and received many awards for their spectacular performance through Sports, NSS, NCC, road-show and other cultural activities.

## 5. CONCLUSION

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### **Additional Information :**

Recognizing the need of the hour, the college started gymkhana and open green gym. The students of the college take part in it on a large scale for maintaining them strong and fit. As a result, Lalit Ramesh Manvade, a student of the college represented Savitribai Phule University of Pune in the competition held at Jalandhar in Punjab. He participated there in Body-Building Contest under the age group of 80 kg. and won bronze medal. The college organizes various campaigns and programs such as Blood Donation Camp, Road Safety Campaign, Constitution Day Rally, World Yoga Day, Tree Plantation Programs etc. Besides, a number of social programs are also organized to make the students aware of their social duties and responsibilities. The programs include Samajdin, Birth and Death Anniversaries of Karmaveer Punjababa Goverdhane and other social reformers and revolutionists, who made the supreme sacrifices for the society and the nation.

Miss. Rukhmini Tokde, a student of the college got a gold medal or the first rank in M.A. Marathi. Godiram Bhagwan Chavhan participated in Nashik District Wrestling Contest held at Malegaon and stood first. Later on, he was selected to represent the Nashik District to participate state level wrestling contest. The College has always tried its level best to retain the standard of higher education by introducing new and innovative practices. As a part of it, the Sarpanch Melawa (Sarpanch Meet) is organized every year to discuss various pros and cons related to academics and other social aspects.

### **Concluding Remarks :**

Thus, the college basically aims at providing all the amenities, infrastructures and quality education to the rural and tribal students. From its opening till today, the college has made stupendous progress in achieving its goal. Though the college is situated in the hilly, tribal and remote area, it has touched the zenith of success since the college has got hardworking, skillful, expert and highly qualified teaching and non-teaching faculties. As a result, most of the students of the college achieved remarkable success in different spheres of life. A number of programs and courses such as B.A. with specialization (M.A. Marathi), Economics with specialization (M.A. Economics) B.Com. with specialization (M.Com.), English, Hindi, Political Science, Geography, B.Sc. (Computer Science), B.Sc.(Chemistry) and Junior college sections are effectively run by the college.

The faculties use I.C.T. based aids and equipments to make the teaching learning process easier. The college is situated in natural atmosphere e.i. away from the daily hustle and bustle of the crowd. The college has the area of 8.5 acre and it runs undergraduate as well as post- graduate programs. All science departments are well-equipped with modern instruments and equipments needed for practical purposes. The college is self- sufficient or reliant in energy requirements as it produces energy from Wind-Solar Hybrid Power Project. It is an offline power project. The college started online Grid-type Solar Power Project under green initiatives in 2017-18.