YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	Mahatma Gandhi Vidyamandir's Arts, Science and Commerce college, Manmad
• Name of the Head of the institution	Dr. Bapu Sonu Jagdale
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	02592222342
• Mobile no	7066031160
• Registered e-mail	manmad_college@rediffmail.com
• Alternate e-mail	iqacmanmad19@gmail.com
• Address	chandwad manmad road
• City/Town	manmad
• State/UT	Maharashtra
• Pin Code	424104
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Semi-Urban

• Financial Status	**Grants-in aid**
• Name of the Affiliating University	**Savitribai Phule Pune University**
• Name of the IQAC Coordinator	**Dr. Pramod Gangadhar Ambekar**
• Phone No.	**9922713825**
• Alternate phone No.	**7020471205**
• Mobile	**7020471205**
• IQAC e-mail address	**iqacmanmad19@gmail.com**
• Alternate Email address	**pgambekar16@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.mgv.org.in/manmadcollege/pdf/AQAR-2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.mgv.org.in/manmadcollege/pdf/2%20Academic%20Calendar%202020-21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**A**	**3.05**	**2015**	**03/03/2015**	**02/03/2020**

6.Date of Establishment of IQAC	**03/09/2004**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Depa rtment /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	4	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
• If yes, mention the amount		

11.Significant contributions made by IQAC during the current year (maximum five bullets)

Collection and analysis of feedback of stakeholders.
Use of LMS to enrich Teaching, Learning and Assessment Practices.
Implementation of Career Advancement Scheme for Teachers.
Community Engagement during COVID-19 Pandemic.
Strategic Green Campus Initiatives.

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Initiatives for E-content development.	Established a repository system to gather e-content which is made by teacher in the library. Teachers used various methods to create e-content for students.
Inculcate skill based education among students.	Under NSQF 3 degree programs, 4 diploma course, 3 Certificate courses and 1 training program for students.
Initiatives for career guidance and placement.	Conducted workshops on NET/SET guidance, Training Programs for competitive exams, Placement drive, Training for Police

	Recruitment, Online webinar on
To organize guest lectures for girl students on gender sensitization	Women Development Cell organized various programs and guest lectures for girl students under IQAC cell. 1) Guest lecture organized on 30Jan. 2021on ' Weaponing and not Victimizing in the cyber Space' 2) 06/02/2021, on
Planning for community engagement.	Blood donation camp was organized, activities for AIDS awareness, initiatives for water harvesting, organized guest lecture for senior citizens, distribution of masks during pandemic period.
Organization of Prin. Dr. M. S. Patil Guest Lecture Series.	Organized various online lectures on
Initiatives for Experiential Learning.	Activity based learning methodology, Participative learning through skill development program, use of various software.
Initiatives for Developing Research Aptitude	Organized various lectures and training programs for inspiring research. Online Workshop on ' Intellectual Property Rights Management' on 18, 19 August 2020. Organizes webinar on
Initiatives for Inculcation of Human Values and Moral Ethics.	Organized guest lecture for inaugural function of Language Association. Organized lecture series on
To organize National Level E-Conference.	Organised National Level E-Conference on
To organize e-confence on Research Methodology.	Organised Webinar on "Research Methodology" from 26 to 27 May 2021 by Department of Marathi.
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	**17/12/2021**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	**11/01/2022**

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**343**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**1618**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**697**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**317**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**43**

File Description	Documents
Data Template	View File

3.2 Number of sanctioned posts during the year	**0**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**17**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**425000**
4.3 Total number of computers on campus for academic purposes	**52**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to Savitribai Phule Pune University. It follows the curriculum and syllabus prescribed by the university. However, the college designs the curricula for courses of Bachelor of Vocational and Community college. The departments and committees prepare academic calendar. The curricular and co-curricular

activities are planned and executed as detailed in the calendar. The faculty prepares teaching plan for effective and timely completion of the contents. The IQAC monitors the functioning. The faculty submit reports of teaching learning activities every week to IQAC in Google form. The master academic calendar, departmental calendar, and teaching plans are verified by the head, vice-principal, and IQAC coordinator. Accordingly, each, department displays a notice, conducts the activity, and submits its report to IQAC. The teaching-learning process is enriched through supplementary instructional material like; videos, PPTs, and e-content developed by the faculty. All the curricular, co-curricular, and extension activities operate through various committees and are monitored by IQAC. The parent institution has constituted its own academic and administrative body like a parent university in which academic council members, deans, BOS members are operational. The parent institution has an administrative officer to monitor the planning, execution of curricular planning and delivery.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the academic calendar for curricular and co-curricular activities. A committee is constituted to prepare an academic calendar. The committee prepares it in tune with the academic calendar of the university. The academic calendar details the nature of activity, the date and objectives of the activity. The IQAC verifies it and gets approval of the statutory body; College Development Committee (CDC). The curricular, co-curricular and extension activities are distributed through academic and administrative committees. The academic calendar is displayed on the notice board and uploaded to the college website for stakeholders. The examination committee prepares the academic calendar. The committee conducts regular review of its planning and execution of assessment and evaluation activities. Every department prepares a schedule for the submission of home assignments, seminars, and projects in accordance with the examination calendar. The committee looks into examination related grievances and timely redressal of them. It reports back to the IQAC. The IQAC monitors this functioning. Reports of the functioning of these committees are

collected and verified by IQAC for further strategic planning.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	**Nil**

1.1.3 - Teachers of the Institution participate in **C. Any 2 of the above** **following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	[View File](#)
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	[View File](#)

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

68

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is affiliated to SPPU. It follows the curriculum and syllabus prescribed. The syllabi address theseissues. The collegeconducts activities to address them.

Environment and Sustainability-

Environmental Awareness is a mandatory subject for all second-year UG students. Students need to select a theme of environment conservation, prepare and submit a project. The project necessarily demands the students to read on the topic, consult the teacher, and prepare a project reflecting practices of environment conservation. The departments like Geography, Botany, Zoology has inputs on environment consciousness in the syllabus.

Gender Sensitivity-

The literary forms prescribed for UG and PG courses in English, Marathi, and Hindi have inputs on gender sensitivity. The poems, prose reflect theory, issues, problems and examples of gender inequality and ways of awareness. The classroom instruction details on creating awareness among the students about the need and importance of gender sensitivity for all.

Professional Ethics

Courses under faculty of commerce have direct relevance to professional ethics and fair practices of business. The studentsget inputs on honesty, objectivity, transparency, mutual respect, accountability in theory and practical situations. The students of literature through poems and prose are sensitized with ethics that hold universality for humans.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

24

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	View File

1.3.3 - Number of students undertaking project work/field work/ internships

256

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	https://www.mgv.org.in/manmadcollege/pdf/Feedback_Curriculum%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mgv.org.in/manmadcollege/pdf/Feedback_Curriculum%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

830

File Description	Documents
Any additional information	[View File](#)
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

565

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The year 2020-2021 is marked by Covid-19 pandemic. Student interaction was more online. The faculty identified the slow/advanced learners at the entry level of graduation. Marks obtained in higher secondary class (12th) in the corresponding subject, student interaction during online classes, submission of assignment and projects were the components of assessment. The departments prepared the list of slow and advanced learners. Accordingly, the faculty developed e-content for difficult subjects and provided to the slow learners. The department of English and Mathematics paired and in some cases grouped slow and advanced learners together. They were allotted a project as a part of internal assessment. They had to collaborate. This was to put the advanced learners in the role of a mentor and the slow learner in more comfortable learning situation. Other departments provided web based instructional materials for students to facilitate their learning.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1618	**43**

File Description	Documents
Any additional information	[View File](#)

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

Activity based Learning and Participative Learning

The department of English uses Activity based instructional practice to offer students authentic experience of learning language skills. The department of English designs activities for LSRW skills. The activities are conducted through pairs and groups. Such activities are correlated with the texts prescribed. Students find more inclusive opportunities to become actively involved in learning process.The students choose topics of their interest of English and prepare posters. A pair of students prepares one poster each.The department initiated.Every month the ideas collected are assessed for the first three best ideas of the month and the concerned students are rewarded with cash prize.

Field visit

- **Geography –visit to geological morphosites, sites of earthquakes, rock museums for studying aspects like geomorphology, man-environment interaction, natural heritage, etc.**
- **Zoology -to study animals in their natural habitat, animal kingdom and biodiversity**
- **Botany- to study flora as well as plant based industries and research institutes Rural Development- to research centres, agro-processing industries, Self Help Groups, progressive**

farmers.

Research Projects

- **Students from chemistry, zoology, physics, botany, English, Hindi, Marathi, departmentsparticipate in the 'Avishkar' competition that targets research aptitude among students.**

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The year 2020-2021 is marked by Covid-19 pandemic. The teachers moved from offline classroom teaching to online teaching. The teachers identified and used relevant ICT tools to make existing learning situations enriching.The teachers developed course wise e-content for students.The e-content developed by the faculty is uploaded to the e-content repository developed by the library of the college. It is also shared by students and teachers of other colleges as reference.The facultyused Videos, K-yan projectors,Google,Classroom, Whatsapp, Zoom, E-books, OBS, Youtube, Google Meet, Coursera, Kinemaster, etc. the library provides access to e-resources like e-journals and magazines. The students took part in making videos as a part of cooperative learning. These videos are uploaded on the college youtube channel for better reach. The faculty provided access to the online courses of SWAYAM as a local chapter.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	**No File Uploaded**
Mentor/mentee ratio	**No File Uploaded**

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

178

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment is in tune with the affiliating university. The faculty informs the students about the nature of assessment and evaluation, its components, and relative weightage. The examination department prepared a schedule of online examination. The subject teachers prepared question paper in Google form. This year the students were assigned assignments, projects and written/oral tests through Google Classroom. The written examination was conducted on Zoom wherein students joined the meeting, the teacher post the link of questionnaire with MCQs and students were expected to submit the questionnaire with the stipulated time. It was mandatory to put the webcam on during the session. The students who faced technical problems could submit an application to the examination department. The grievances committee discussed the problems and recommended a supplementary schedule of examination. The college appointed a Senior Supervisor who looks after planning and smooth execution of examinations. The grievances were duly addressed by the examination committee and forwarded them to university examination section for further action, whenever needed. The examination section of the college sent the queries related to results, corrections in mark sheets, other certificates to the university.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The continuous assessment and evaluation of students was carried out

through practical, assignments, written and tests. The grievances related to filling up examination forms, online examination of courses, marks/grades of students, and student absence due to obvious reasons were considered by the respective departments and communicated to the examination section for further action. The examination section held a meeting based on the need of the issues received and offered resolution as soon as possible. The section also forwarded a few grievances to the examination section of the affiliating university whenever needed. The grievances about results, corrections in mark sheets, and certificates were sent to the university and the resolutions were communicated to the students concerned.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The respective faculty defined Program Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) in tune with the graduate attributes. The faculty in the department reviewed suitability of the outcomes for each course. They were put before the IQAC for final approval. The IQAC displayed the course outcomes through different modes for the stakeholders. The course outcomes were a part of college prospectus. They were displayed on the notice board in the department for teachers and students. They were also put on the college website for students. The faculty introduced course outcomes during first classroom interaction with the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mgv.org.in/manmadcollege/pdf/2.6.1%20Program%20Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college evaluates the learning outcomes in a structured way. The programme outcomes and Programme Specific outcomes are mapped with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, semester end exams, home assignments. The faculty records the performance of each student on each course outcome periodically. A target is set for each course and students' performance is marked against the target level. The written test marks, classroom interactions, assignments, projects, etc. are taken into consideration to evaluate student performance. The outcomes are also evaluated through student performance in assignment, project, and oral/written examination against the average level of achievement in the previous marks/grades. Other relevant forms of evaluation are stakeholder feedback on student development, record of student placement, and student progression to higher studies as components of achievement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

254

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mgv.org.in/manmadcollege/pdf/SSS_2020_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	No File Uploaded

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college established two research centres; Economics and Marathi. The research centres developed a research culture among faculty and students. This helped the faculty and students to innovate in research to make it socially relevant. The centres have an intake of 20 research students. The college has well established labs. These labs are utilised for research and innovation purpose. The faculty and students utilise these facilities to conduct research. The Academic Research Committee (ARC) motivates faculty and students to publish research articles in reputed journals, submit proposals to funding agency for research projects. The ARC motivated the faculty to submit proposals for research guides of the affiliating university. The college has registered Memorandum of Understanding (MoU) with reputed institutes in and around Manmad to have student and faculty exchange for research purpose. The Academic Research Committee (ARC) plans and motivate students to participate in the annual 'Avishkar' competition offered by the affiliating university to inculcate research aptitude among students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	https://www.mgv.org.in/manmadcollege/pdf/3.3 .1-List%20of%20Registered%20Guides.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

75

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

File Description	Documents
Any additional information	[View File](#)
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has statutory bodies like National Service Scheme, National Cadet Corps, Student welfare, and women cell. The extension activities were conducted under these bodies. In the academic year 2020-2021, the college conducted the following activities.

- **My Family, My Responsibility-Health and Hygiene Awareness Programme during Covid-19- Students made the people in the vicinity aware of the precaution to be taken during covid-19.**
- **Blood Donation Camps-Conducted blood donation camps to contribute to end blood scarcity.**
- **Mask distribution-Students prepared face masks and distributed in the vicinity**
- **Fit India Movement**
- **Lecture on Gandhian Thoughts**
- **Vachan Prerana Din**
- **Online Police Recruitment Guidance Course**

- **M S Patil Lecture Series**
- **Environmental Awareness Programmes**
- **National Unity Day**
- **International Women's Day**
- **National Youth Day**
- **National Girl Child Day**
- **National Voter Day**
- **Language meet**
- **Marathi language conservation fortnight**
- **Abhirup Youth Parliament**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

4

File Description	Documents
Any additional information	[View File]()
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	[View File]()

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

32

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2472

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

13

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has 4 buildings;Main building, exam department, hostel & vocational building. The institution has 2 multi-purpose halls with ICT facilities with seating capacity of 100 to120. College campus is equipped with CCTV surveillance. College office is fully automated and solar powered. There areseparate recordsand store room.College has campus area of 36,584 sq. meter. The college has 13 classrooms including 06 laboratories. Library has areading room. College has 5 KYAN projectors to facilitate ICT integrated teaching learning process. The departments have ICT facilities.College provides LAN facility for office(100Mbps) and IQAC (10Mbps). College has 60 computers, printer & internet facilities.Department of Chemistry, Geography, Physics, Mathematics, Botany & Zoology are well equipped with all the required facilities for UG and PG courses. Department of Chemistry has one Store room for the storing chemicals & apparatus. Zoology department maintains a well-stocked collection of specimens from all the Phyla, stuffed animals, models of DNA, heart, human evolution, human skeleton, urine analyzer, blood analyzer, automatic staining and microtome machine. An aquarium fish culture quarter is also developed by the department. The institution maintains a herbarium and a botanical garden, medicinal plant garden under the guidance of the Department of Botany.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

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

The institution has good infrastructure to cultivate and promote the student's interest in sports and games aimed at the overall development of the students.

The college has98 x 61 Sq. meters ground for sports facility. Institution has standard 200 meter running track for athletic activity. With this facility, students play Football, Volleyball, Kabaddi, Kho-Kho, Net Ball, Baseball, Softball, Cricket, Basketball. The college has a well equiped gymnasium of 1600 sq.ft. The sports department coordinates its activities. The college has separate area of 1200 sq. for indoor activity like Yoga, Table Tennis, Chess, Carom etc. including department room and store room for keeping all equipment properly.

Cultural activities such as College Days celebrations, Gathering, etc are held in the campus, providing opportunity to the students to exhibit their cultural talents. The college has a cultural smallhall for cultural activities. It has harmonium, tabla, Speakers, and mike for stduents to have rehersal.Students are also sent to other colleges to take part in intercollegiate competitions such as dances, songs, skit, debates etc. Cultural Activity comittee of the college encourages and trains the students to participate in such competitions taking place outside the campus.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

2,80,691.00

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template	View File

4.2 - Library as a Learning Resource

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

- **Name of ILMS software : Vriddhi 2.0**
- **Nature of automation (fully or partially) : Fully**
- **Version : 2.0**
- **Year of Automation : 2019-20**

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.46211

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

44.37

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College Office has BSNL 200Mbps Bandwidth Internet Connection

Plan Name: Fibro 2000GB/ Month CS64

IQAC has rail wire 10Mbps Bandwidth Internet Connection

Plan Name:10Mbps_FUP900GB

During Academic year 2020-2021 College has purchased 5 AIO Desktops

DESKTOP LENOVO MAKE V350 MODEL

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

52

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3125686.00

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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.

The institution has defined a mechanism for maintaining and utilizing the resources. It has a purchase committee. The departments submit a demandletter to the Principal whoforwards it to the purchase committee. After approval of the Administrative Officer, tenders from eligible Vendors are invited. The quality of service, goods, equipment, past performance cost is all considered for placing the final purchase order. In the case of equipment, lab chemicals, Electronic instruments, computers procedure of use is given along with them. This facilitates the user to appropriately use the equipment and avoid any damage during use. For maintenance, the institute has an estate officer who periodically looks after the maintenance of buildings, furniture, computers, electricity, and compound, and other physical amenities. The estate officer communicates the need for maintenance to the administrative officer. The latter then sends the site engineer who reviews the need for maintenance. Furthermore, he submits a report to the administrative officer (Estate and maintenance). Then the office sends skilled workers to do the maintenance. However, local help is sought in case of emergency.Each department maintains a stock register. A committee reviews the stock at the end of an academic year and genereates a status report.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

672

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to Institutional website	https://www.mgv.org.in/manmadcollege/pdf/5.1.3%20Capacity%20Building%20Programmes.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1050

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1050

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

85

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	**No File Uploaded**
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Maharashtra University Act 2016 has the provision not to conduct the election for student council representative. However, the college identifies the meritorious students who are nominated as

class representatives. These students are in communication with the authority on issues of academic and administrative functioning. The faculty and administration accommodate these students as representatives at planning and implementation phases wherever possible.They are actively involved in the policy and decision-making process in statutory bodies like IQAC, CDC, NSS, student grievances, and anti-ragging.The student representatives function as a medium of communication between the college and the students. They inform the students about the latest news, events, collaborative activities, and matters related to teaching-learning, examination, scholarship, results, etc. The representatives of the student council coordinate the annual gathering of the college. They share the responsibility of effective planning and execution of the cultural activities across the year. The representatives of the student council help the administration in maintaining discipline, tackle issues of ragging, sexual harassment, safety, etc. The students are involved in committee meetings and their opinions and feedback on academic and administrative matters are received and appropriate action is initiated.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a registered Alumni Association. It is registered on 16.07.2019 under the Society Registration Act 1860 (XXI of 1860). The college immediately initiated the process of getting the alumni registered for the same. The college prepared the alumni committee at the institutional level who holds the responsibility of planning and undertaking the activities of the alumni association to have an active contribution of the alumni in the overall planning and execution of quality initiatives. The alumni association holds meetings to discuss the nature of involvement in college development. The alumni association plans to increase its fund in the coming years.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **D. 1 Lakhs - 3Lakhs**

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College Development Committee defined policies related to academic and administrative improvement of the college. The policy decision were allotted to the statutory and non-statutory committees. The Vision and Mission focuses on student development by offering them skills and knowledge component.The Principal, IQAC, and the faculty play an essential role in the designing and implementation of its quality policies in teaching, learning, research and extension activities. The curricular and co-curricular activities are planned at the beginning of the academic year. The

IQAC prepares the action plan and distributes through academic and administrativecommittees for implementation. The curricular activities help to realise the vision of the college to have blend of traditional and vocational education. The co-curricular and extension activities focus on making students have training in value education, ethics, solidarity and nation building.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

1. The college forms statutory bodies like College Development Committee, Internal Quality Assurance Cell, Student Development Council, National Service Scheme, Anti Ragging Cell, Women Grievances Redressal Cell, Students Grievances Redressal Cell, and Equal Opportunity Cell as per the directives of the affiliating university. These bodies include representatives of the stakeholders of higher education. They are the part of processes involving planning, implementation and suggestions to improve the quality of education.

2. Formation of committees for extension, curricular and extracurricular activities. These committees are primarily Research Advisory committee Library Advisory committee, Placement, and Career Guidance Cell, Sports Advisory committee, etc. The IQAC committee supervises and coordinates the functioning of the committees. The committees prepare annual planning of activities and programmes, implement them and submit a report for the academic year to the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In this academic year, the college focused on the following case study as a part of perspective plan.

Case study: To Make Green Campus Area

Initiatives through NSS and other Departments:

- Zoology Department conducted a state level webinar on Biological Diversity 2021 "We are part of solution" on 22 May 2021 to create awareness on Biodiversity.
- Department of Geography conducted a Webinar on Earth day Celebration Webinar
- The Department of Botany and IQAC conducted Green Audit initiative.
- The NSS planned and implemented a Tree Plantation drive on the college Campus from 2020 to September 2020.
- The NSS conducted Energy Conservation workshopon 8th September 2020.
- Thedepartment of Geography conducted a webinar on "Soil Types and Micronutrients Management to increase the Soil Fertility" on 16th September 2020.
- The department of Geography conducted a webinar on "Effect of Monsoonal Change on Agriculture Sector"on 1st December 2020. t

"One District, One Green Champion" 2020

The college participated in the "One District, One Green Champion" organized byMahatma Gandhi National Council of Rural Education (MGNCRE, Ministry of Education, Govt. of India), planned and implemented green initiatives. The college won the award of "One District, One Green Champion".

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mgv.org.in/manmadcollege/pdf/12%20Perspective%20Plan.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Arts, Science and Commerce College Manmad is governed by the Mahatma Gandhi Vidyamandir institute. The institute prepares statutory policy documents for the colleges to follow. The policies are circulated among the stakeholders. The parent institute has a management body that make policy decisions. There are administrative officers who monitor the functioning of the colleges and make suggestions to make the functioning effective.College Development Committeeplayed a vital role in policy and decision making. The principalmonitors as well as manages daily academic and administrative functions of the college.Quality initiatives regarding the academic and administrative activities are proposed by the IQAC withthe consent of the principal. It takes care of the quality enhancement. IQAC coordinates the overall academic functioning.Coordinators of the co-curricular and extra-curricular activities prepare annual plans and execute the same on the approval of the principal.The Chief Examination officer plans, executes and monitors smooth and transparent conduct of internal and external examination.Sports activities and competitions are well planned and executed by the Physical Director with the guidance of Principal and Sports Committee. The parent institute follows the stipulated rules and procedures for appointment and promotion employers as per government bodies.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.mgv.org.in/manmadcollege/pdf/13%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare schemes for Teaching Staff:

- **Employee Provident Fund**
- **Group Insurance**
- **Government Insurances,**
- **MGV Staff credit Society**

Welfare schemes for Non-Teaching Staff:

Employee Provident Fund

Group Insurance

Government Insurances

MGV Staff credit Society

Concession in fees.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

7

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	View File
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of teachers attending professional development programmes during the year (Data Template)	<u>View File</u>

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The IQAC took the initiative ofPerformance Appraisal System for Teaching and Non-teaching Staff includes the following mechanism.

- **Student Feedback**
- **Self-Appraisal Report**
- **Performance Appraisal System for Non-teaching Staff**

Student feedback is taken in every year to review the performance of Teaching staff and necessary appraisal is done. Facilities will be provided as per the suggestions of the student's feedback.The self-Appraisal Report of all Teaching staff is taken on annual basis using structured form of API, Academic Performance, actively participated in extension activities & Research related performance have been observed through API forms.

For non-teaching staff, IQAC prepared a specific Appraisal form which included information related to nonteaching staff and their functioning. The IQAC coordinator and Registrar analysed those appraisal forms and prepared a report for further action.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducted internal and external audit this year. However, the audit agency did not visit the college physically. They asked the accountant to bring the files to their office to get audited. Likewise the accountant got them audited. The auditing agency raised the objections and a compliance report was generated after final approval.

Internal audit- Administrative Officer of Finance of Mahatma Gandhi Vidyamandir, Nashik

External audit- Ms. Mukund Kokil and Company, Nashik

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

NIL

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college makes optimum utilization of the resources available. It made efforts to mobilize funds through collaborating with the

industries nearby. The college approached the nearby industries which are limited for their company social responsibility funds. The college approached Indian Oil Corporation, BharatPetroleum, and Hindustan petroleum to collaborate with the college for its infrastructural development. It was intended to get support to update theICT facilities for making teaching learning process effective. The research centres in Marathi and Economics were activated to mobilize some funds. The college increased alumni participation in policy making. The alumni were motivated to contribute to the development of the college. The NGO in and around Manmad were invited during meetings and requested to contribute to college development. The infrastructural resources were used to the best ways possible.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

The IQAC contributed the following academic and administrative component in this academic year.

Practice 1. :AAA (Academic & Administrative Audit)

The IQAC conducted academic and administrative audit and generated a report of the functioning of the college. This helpled the IQAC to get a clear picture of the components in the overall structure of the college that worked effectively and those need improvement. The external revieweres were invited to contribute in making factual analysis of the functioning.

Practice 2.: Strengthening Research Culture in the College.

IQAC took initiatives to encourage the staff to undertakeresearch activities. The IQAC prepared an analytical report of the teachers and classified the components of excellence and the ones that require improvement in terms ofreview of the status of the teachers'

research work undertaken during the year.The research compoenents like Ph.D. registration or award, Research Publication, Memberships ofvarious organizations, Research Guidance, conference and seminar paper presentation were under consideration.

- 75 Research papers was published by faculty in reputed journals. (criteria III metric 3.3.2)

- 04 webinar/training Programs were organized by IQAC and ARC committees (criteria III metric, 3.2.2)

- 15 chapters in books/books published by faculty in National, International books. (criteria III metric, 3.3.3)

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]

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 and recorded the incremental improvement in various activities

TheIQACfocused on learner centric teaching learning process and designed the policy to assessand evaluate it from time to time. Accordingly, IQAC monitors the teaching learning activities and took periodic review of the functioning.

1. Outcome Oriented Teaching through Webinars, Workshops and Addon courses

During Covid-19, teachers were to move to virtual mode of teaching. The IQAC planned to create e-content for distribution among the teacher and students for making learning more student centric and effctive. All the teachers were allotted to create e-content and use LMS to connect with the students in any manner possible. TheQAC also planned to online cocurricular and extra curricular events to support the teaching and learning process. This included webinars, workshops, Training programs, certificate courses and add-on courses with inter departmental collaboration.

2. E – Content Repository

The IQAC planned and implemented an e-conent repository.The college library created an E-Content Depositary for teachers to deposite the e-content and for students to acess it at their own pace. The library offered free and open access to the students and teachers to access the resource materials when and where needed. This helped the students avoid any lapse in their study due to not having offline classes.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mgv.org.in/manmadcollege/pdf/14%20Unipune%20Annual%20Report%202020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college organized 'Self-defence training' for the girl students collaborated with the city Police Department. Awareness programs like importance of human rights, Rights of Women in Domestic violence, Cyber security awareness programs related to the safety and security of women employees and students wereorganized. The college constituted the following committees as per norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention cell, Students' Disciplinary Committee, Women Welfare & SC /ST Students Welfare Committee, Safety & Disaster Management to look after addressing issues of gender discrimination, if any. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement.There are separate washroom facilities for girls and boys. Washrooms are equippedwith sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://www.mgv.org.in/manmadcollege/pdf/7%201%201%20Gender%20Sensitization%20Action%20Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mgv.org.in/manmadcollege/pdf/7.1.1%20(1).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste

management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

- For the collection of waste, separate dust bins are kept in the buildings and on the campus. Garbage is collected into dustbins and disposed to Municipal Corporation (Ghanta Gadi) regularly.
- Sanitary Napkin Destroyer" is installed in ladies' washrooms to disposeoff used napkins.
- The waste paper is given to the authorized vendor. For reuse and pulping. The waste material and scraps like packaging sheets, wrappers, plastic waste, and broken furniture, etc. are given to authorized vendors for recycling.
- Thecollege has four vermicompost units with a capacity of one quintals of organic waste processing per batch. Once in three months vermicompost is removed and given to plants in botanical garden.
- Liquid Waste Management: The college uses standard methods of liquid waste disposal.The neutralization process is used to dilute solutions. Regular maintenance is kept of taps, drainage and water pipelines.
- Biomedical Waste Management-
- E- Waste management: E - Waste collected in Central store and given to Parent Body for reuse or disposal. It is disposed offby the approved vendors.
- Waste Recycling System-
- Hazardous chemicals and radioactive waste management-
-

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	<u>View File</u>

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

    A. Any 4 or All of the above

1. **Restricted entry of automobiles**
2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	View File
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment   5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college represents as an active agent of social change, we takeon voluntary actions in the creation of a culture of social responsibility in society through a myriad of activities that address both own competitive interests andthe welfare of the society.

- o **Commemoration of Birth and Death anniversary of the irrespective of class, creedand religion to make inclusive environment for all having different cultural, religious and linguistic diversity.**
- o **Language Fortnight to address the linguistic diversity and priority of the students.**
- o **Gandhian Thought Lecture Series was organized to promote Gandhiji's thoughts of social justice and solidarity.**
- o **The Constitutional Day celebrated to promote and create awareness among the stakeholders about the rights and responsibilities of the Indian citizens. It also aimed to sensitize the stakeholders on propogation of constitutional principles like Liberty, Equality, and Brotherhood. Alongside, the college organized events to address issues of social, cultural, communal and linguistic harmony through following initiatives.**
- o **National Integration day**
- o **International Day of Zero Tolerance for Female Genital Mutilation**
- o **International Women's Day**
- o **National Girl Child Day**
- o **World Day Against Child Labour**

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File]()
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

MGV'S Arts, Science and Commerce College, Manmad sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating and celebrate national/ international commemorative days, in various days programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The

institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should follow the code ofconduct. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human rights, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mgv.org.in/manmadcollege/pdf/7%201%209%20Constitutional%20obligation.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebratedthe national and international commemorative days and events which inspirethe students and also heighten their admiration for the person, event or idea being praised. The intentionis to promotethe idea/person's work, his/her thoughts ofsocial harmony and nationalintegrity.

- Celebrated the birth anniversary ofsocial reformers, freedom fighters, historical figures for their exceptional contribution to nationbuilding.
- Paid tribute to these great souls on their death anniversary.
- Celebrate the events related to environment and climatic change so students could build awareness about the need to safeguard against climatic change.
- Days related to democracy and defined by statutory bodies like the affiliating university,UGC, and parent institute.
- Voter Day,
- Gandhian Thought Lecture Series
- Constitutional Day
- Youth Day
- National Integration day
- Yoga Day
- International Children Day
- International Women Day
- Youth Week in memory of Swami Vivekanand
- International Human Rights Day
- International AIDS Day

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the Practice:

"Road Safety Campaign"

Objectives of the Practice:

1. Create awareness among students and Staff
2. To Sensitize students and Community on Menace of road irresponsible driving on the need of road safety

Context:

Increasing number of vehicles has contributed to more people using vehicles daily. This has put the lives of more people at risk. Road safety has been an issue that requires serious attention. Sheer negligence of people about rules and regulations of safety during driving has increased the number of death in road accidents. The government play its parts in creating and implementing safety measures. Nevertheless, apathy of people towards the rules and safety measures is serious. Youngsters are more prone to road accidents. The Initiatives/Practices and aims to focus on generating awareness and provide training in road safety to college youth

The Practice

The "Road Safety Campaign" best practices continuously run from year 2018-19 these year the road safety campaign program was conducted in the college jointly by Mahatma Gandhi Vidyamandir, Arts, Science and Commerce College, Manmad's National Service Scheme, Sanklecha Hero, Manmad, and Regional Transport Office, Malegaon. 32nd Road Safety Campaign was celebrated from 18th January 2021 to 17th February 2021.On the occasion of this campaign, a multiple choice examination of 50 marks was conducted in the college on 8th February 2021 on the subject of 'Road Safety and Life Saving'. 94 students participated in this examination. Atul Suryavanshi (Motor Vehicle Inspector, Malegaon), Principal of the College, Dr. B.S. Jagdale on 9th February 2021, Hon. Atul Suryavanshi informed the students about the traffic rules and how to follow the rules, Dr. B.S Jagdale, the principal of the college, said that we often fall prey to accidents due to speeding. Everyone should be vigilant. He asserted that life is precious. Prof. Jyoti Palve, Vice-Principal of Junior College was present at the time of distribution of this award. It encourages students as well as teachers.

2019-2020

3rd March 2020 Road safety campaign program was conducted in conjunction with Mahatma Gandhi Vidyamandir's Arts, Science and Commerce College, Manmad, Manmad Police Station and the National Service Scheme which was held at Manmad Agricultural Produce Market Committee. The program was launched by Principal of the college Dr. B.S. Jagdale in the presence of Mr. Pawar of Manmad police station.

The market committee premises are always crowded with onion tractors and radium is provided by N.S.S.volunteers for Such tractors on road safety and various announcements were made to create awareness on road safety. To make this event a success, N.S.S. Program Officer Dr.P.B. Pardeshi, Prof. N. A. Patil ,Prof. Varsharani Pedhekar and Shri. Yogesh Sonnar worked hard.

2018-19

4th February to 10th February 2019 was observed as Road Safety Week. The N.S.S. and N.C.C. departments of M.G.V.'s Arts, Science & Commerce College, Manmad in association with Sanklecha Motors and Manmad Police Department organized a Road Safety Awareness Programme on 09th February 2019 at College Ground. The demonstrators gave detailed information about the traffic rules, safe drive etc. The Programme aimed at creating awareness among drivers and young road users about the necessity of road safety. There was an active participation of the N.S.S. volunteers, N.C.C. Cadets and students from several schools and the public

Problems Encountered and Resources Required

Student volunteers and eminent guests

Title "Green Campus

Objectives of the practice:

To make aware real concerns of environment sustainability and its importance to students and concerned stake holdersTo create awareness regarding environmental policy amongst the students. To reduce threats and protection of environment, health and sanitation by avoiding tobacco, pan-masala chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco free campus signboards are displayed at various places on the campus. To Use Solar Energy on College Campus by installing Solar panel on roof top. To bring in use the 'Rain Water Harvesting' on the campus. SANITATION AND HYGIENE-Mission of Mask in public - YouTube

WASTE MANAGEMENT

Solid Waste Management:

< >For the collection of waste, separate dust bins are kept.Garbage is collected into dustbins and disposed to Municipal Corporation (Ghanta Gadi). The College has an MOU with the municipal corporation.Sanitary Napkin Destroyer" is installed in ladies' washrooms for incineration of used napkins. The waste paper is given to the authorized vendor. For reuse and pulping. The waste material and scraps like packaging sheets, wrappers, plastic waste, and broken furniture, etc. are given to authorized vendors for recycling.Solid waste: In the college campus, has established four vermin compost units with a capacity of about up to one quintals of organic waste processing per batch. after two to three months vermicompost is removed and given to botanical garden and college campus plantsPaperless Office: Most of the communication between departments is through departmental email and social media like Whats App. Official Information is sent online. College data is stored in hard drives. Photographs are maintained in soft copy. Major Administration processes have been digitized using software like Vriddhi and campus 360. Notices are forwarded through Electronic Notice Board and through email or Whats App groups of teaching, non-teaching staff, and studentsLiquid Waste Management: By using standard methods liquid waste is disposed of safely. Less scaling of chemicals is minimizing the implementation of chemicals. The neutralization process is used to dilute solutions. Regular maintenance is kept of taps, drainage and water pipelines. Also it is assured that the neutralized liquid should be released in the drainage system.Plastic-Free Campus: As a 'Swachcha Bharat Abhiyan' initiative Campus is already declared Plastic-free. College, as well as canteens,are instructed to minimize the use of plastic, and the use of disposable plastic is disallowed. Guest for every program is also given Jute bags for carrying the material as a green initiative. Boards are displayed on the campus to create awareness. The students and faculty are encouraged to plant more trees and make the campus garbage and plastic-free zone.Rain Water harvesting in college Campus

The campus buildings possess large terrace areas and non-paved. Currently, none of the buildings have Rain Water Harvesting (RWH) System implemented. The campus has a potential for RWH but due to moderate average rainfall the college needs to large storage capacity in the campus. The college campus is situated within. Towards the west side of the city and there is a well and Borewell in the college premises. Both underground reservoirs are the main source of water on the college campus. Rain water fall on the college campus buildings may be harvested by using well injection system and can help during driest month of the year.

Sr. No.

Building Name

Roof Top Area (Sq.m.)

Runoff Coefficient

Rain water Harvested (m3)

1.

Total Rooftop area

1975

0.7

259.1

The total amount of water that can be collected from this roof is not enough to fulfil the total water demand.

However, it might still be worthwhile to construct a rainwater harvesting system. With a storage reservoir of 259100 liters (259.1 m3) a rainwater harvesting system could provide 1670 liters of water per day, which is 7% of the total demand. The water demand is 25600 liters per day, which equals to about 768000 liters per month. The total water demand is 9344000 liters (9344 m3) per year.

The amount of water that can be collected from the roof (609 m3) is less than the water demand (9344 m3). Only a part of the water demand can be fulfilled using a rainwater harvesting system

Energy management

< >Use of Solar panels installed in campus Number of Solar LED lamp used : All Department ,classrooms porch installed LED bulbs and LED tube lights2018-19

20 banian trees were planted on 1st August as per the concept of National Service Scheme 'One tree for you' in college premises.

You Tube Link:-

https://youtu.be/WTCBCsJhRlIhttps://youtu.be/4UG9h4kR_es

2019-2020

Through the concept of "Beautiful and Prosperous College" with the initiatives of program, "A TREE FOR YOU" under the guidance of N.S.S. Officer Dr. P. B. Pardeshi and Prof. N.A. Patil, Prof. Smt.V.B. Pedhekar NSS volunteers new rose seedlings were planted & developed the Flowers garden.

The beginning of the college in Golden Jubilee Year on 16th July 2019 by planting trees in the college premises. Through the special efforts of NSS, dignitaries of Lines Club of Manmad Pride provided about 500 saplings of various trees as a token of gratitude to the college and contributed immensely for the success of the tree planting program. This program was started with the hands of Vice President of Mahatma Gandhi Vidyamandir Institute Hon. Mr. B. K. Deore (Anna) by planting trees. On this occasion, the Principal of the college, Dr. B.S. Jagdale, Vice-Principal Dr. P.G. Ambekar, Sub-Inspector Manmad Police Station, Shri. Jambhale, Mrs. Alkatai Shinde, Member of College Development Committee, Shri.Shailesh Bakliwal officer of Lions Club of Manmad Pride, Shri. Gandhi etc. were present. Volunteers, NCC Cadets enthusiastically participated in the tree planting under the guidance of NSS program officer Dr. P. B. Pardeshi, NCC officer Prof. P.R.Barde and Prof. Harshal Bachhav.

Keeping in view the goal of making our campus, village, city and college beautiful and prosperous, from June 2020 to September 2020, our Hon. Principal, Vice Principal, N.S.S. Program Officers, teaching staff, non-teaching staff, and N.S.S. Volunteers, students there were cultivated various native trees in their campus, village, city and college.

Obstacles faced if any strategies adopted to overcome them

*We had to motivate students and people (villagers) to understand the value of mother Earth nature and cleanliness.

*We had to convince students on the importance of law and its implementation and harmony in society.

Impact of the practice

It is helpful to control pollution and create importance of cleanliness. Yoga program creates awareness of sound body and sound mind. Create awareness among students to follow the rule of roots and avoid accidents. Blood donation camp help to understand the students the precious value of human life.

Resources required

*Volunteers

*Equipment for cleaning and removing plastic

Evidence of Success

File Description	Documents
Best practices in the Institutional website	https://www.mgv.org.in/manmadcollege/bestpractices.html
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Manmad is a severe drought prone place. During summer, water scarcity situation is extremely difficult. The theme 'Green Campus' was selected and initiatives were takenwith the resources available.The college had strategic plan anddecided to work on following components.

1. Water Harvesting- The College updated the system of collecting and using rain water. It wascollected from the three buildings and carried to the well through connected lines of pipes.

2. Plantation- The college planted 300saplings. Teachers, NSS and NCC volunteers broughta sapling and planted it.The teachers and volunteers adopted the plants for one year. The water collected in the well was used to water the plants. Drip irrigation system was placed and a person was nominatedto monitor it.

3. Landscaping- A portion of the college campus wasempty. So, CCT were developed.During raining, the CCT were filled up with water and irrigated there itself. Earlier, the water used to move off the campus.

4. Medicinal Garden-Department of Botany created a space for a small garden of medicinal plants with 50 plants.

5. Green Army-The college registered for the initiative of the Green Army initiated by Government of Maharashtra.

Impact- In summer the temperature is comparatively low on the campus.The insects' habitation increased. The college achieved a Green Champion Award of the Government of India.

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

The college is affiliated to Savitribai Phule Pune University. It follows the curriculum and syllabus prescribed by the university. However, the college designs the curricula for courses of Bachelor of Vocational and Community college. The departments and committees prepare academic calendar. The curricular and co-curricular activities are planned and executed as detailed in the calendar. The faculty prepares teaching plan for effective and timely completion of the contents. The IQAC monitors the functioning. The faculty submit reports of teaching learning activities every week to IQAC in Google form. The master academic calendar, departmental calendar, and teaching plans are verified by the head, vice-principal, and IQAC coordinator. Accordingly, each, department displays a notice, conducts the activity, and submits its report to IQAC. The teaching-learning process is enriched through supplementary instructional material like; videos, PPTs, and e-content developed by the faculty. All the curricular, co-curricular, and extension activities operate through various committees and are monitored by IQAC. The parent institution has constituted its own academic and administrative body like a parent university in which academic council members, deans, BOS members are operational. The parent institution has an administrative officer to monitor the planning, execution of curricular planning and delivery.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

The college adheres to the academic calendar for curricular and co-curricular activities. A committee is constituted to prepare an academic calendar. The committee prepares it in tune with the academic calendar of the university. The academic calendar

details the nature of activity, the date and objectives of the activity. The IQAC verifies it and gets approval of the statutory body; College Development Committee (CDC). The curricular, co-curricular and extension activities are distributed through academic and administrative committees. The academic calendar is displayed on the notice board and uploaded to the college website for stakeholders. The examination committee prepares the academic calendar. The committee conducts regular review of its planning and execution of assessment and evaluation activities. Every department prepares a schedule for the submission of home assignments, seminars, and projects in accordance with the examination calendar. The committee looks into examination related grievances and timely redressal of them. It reports back to the IQAC. The IQAC monitors this functioning. Reports of the functioning of these committees are collected and verified by IQAC for further strategic planning.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

7

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

2

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

68

File Description	Documents
Any additional information	View File
Details of the students enrolled in Subjects related to certificate/Add-on programs	View File

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

The college is affiliated to SPPU. It follows the curriculum and syllabus prescribed. The syllabi address theseissues. The collegeconducts activities to address them.

Environment and Sustainability-

Environmental Awareness is a mandatory subject for all second-year UG students. Students need to select a theme of environment conservation, prepare and submit a project. The project necessarily demands the students to read on the topic, consult the teacher, and prepare a project reflecting practices of environment conservation. The departments like Geography, Botany, Zoology has inputs on environment consciousness in the syllabus.

Gender Sensitivity-

The literary forms prescribed for UG and PG courses in English, Marathi, and Hindi have inputs on gender sensitivity. The poems, prose reflect theory, issues, problems and examples of gender inequality and ways of awareness. The classroom instruction details on creating awareness among the students about the need and importance of gender sensitivity for all.

Professional Ethics

Courses under faculty of commerce have direct relevance to professional ethics and fair practices of business. The studentsget inputs on honesty, objectivity, transparency, mutual respect, accountability in theory and practical situations. The students of literature through poems and prose are sensitized with ethics that hold universality for humans.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

1.3.2 - Number of courses that include experiential learning through project work/field

work/internship during the year

24

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	<u>View File</u>

1.3.3 - Number of students undertaking project work/field work/ internships

256

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<u>View File</u>

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://www.mgv.org.in/manmadcollege/pdf/Feedback_Curriculum%202020-21.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	**No File Uploaded**
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://www.mgv.org.in/manmadcollege/pdf/Feedback_Curriculum%202020-21.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

830

File Description	Documents
Any additional information	View File
Institutional data in prescribed format	View File

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

565

File Description	Documents
Any additional information	[View File](#)
Number of seats filled against seats reserved (Data Template)	[View File](#)

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The year 2020-2021 is marked by Covid-19 pandemic. Student interaction was more online. The faculty identified the slow/advanced learners at the entry level of graduation. Marks obtained in higher secondary class (12th) in the corresponding subject, student interaction during online classes, submission of assignment and projects were the components of assessment. The departments prepared the list of slow and advanced learners. Accordingly, the faculty developed e-content for difficult subjects and provided to the slow learners. The department of English and Mathematics paired and in some cases grouped slow and advanced learners together. They were allotted a project as a part of internal assessment. They had to collaborate. This was to put the advanced learners in the role of a mentor and the slow learner in more comfortable learning situation. Other departments provided web based instructional materials for students to facilitate their learning.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
1618	**43**

File Description	Documents
Any additional information	[View File](#)

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

Activity based Learning and Participative Learning

The department of English uses Activity based instructional practice to offer students authentic experience of learning language skills. The department of English designs activities for LSRW skills. The activities are conducted through pairs and groups. Such activities are correlated with the texts prescribed. Students find more inclusive opportunities to become actively involved in learning process.The students choose topics of their interest of English and prepare posters. A pair of students prepares one poster each.The department initiated.Every month the ideas collected are assessed for the first three best ideas of the month and the concerned students are rewarded with cash prize.

Field visit

- Geography -visit to geological morphosites, sites of earthquakes, rock museums for studying aspects like geomorphology, man-environment interaction, natural heritage, etc.
- Zoology -to study animals in their natural habitat, animal kingdom and biodiversity
- Botany- to study flora as well as plant based industries and research institutes Rural Development- to research centres, agro-processing industries, Self Help Groups, progressive farmers.

Research Projects

- Students from chemistry, zoology, physics, botany, English, Hindi, Marathi, departmentsparticipate in the 'Avishkar' competition that targets research aptitude among students.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

The year 2020-2021 is marked by Covid-19 pandemic. The teachers moved from offline classroom teaching to online teaching. The teachers identified and used relevant ICT tools to make existing learning situations enriching.The teachers developed course wise e-content for students.The e-content developed by the faculty is uploaded to the e-content repository developed by the library of the college. It is also shared by students and teachers of other colleges as reference.The facultyused Videos, K-yan projectors,Google,Classroom, Whatsapp, Zoom, E-books, OBS, Youtube, Google Meet, Coursera, Kinemaster, etc. the library provides access to e-resources like e-journals and magazines. The students took part in making videos as a part of cooperative learning. These videos are uploaded on the college youtube channel for better reach. The faculty provided access to the online courses of SWAYAM as a local chapter.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	View File

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

43

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
Mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

43

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File]()
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	**No File Uploaded**

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

1

File Description	Documents
Any additional information	[View File]()
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year (Data Template)	[View File]()

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

178

File Description	Documents
Any additional information	[View File]()
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File]()

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The mechanism of internal assessment is in tune with the affiliating university. The faculty informs the students about the nature of assessment and evaluation, its components, and relative weightage. The examination department prepared a schedule of online examination. The subject teachers prepared question paper in Google form. This year the students were assigned assignments, projects and written/oral tests through Google Classroom. The written examination was conducted on Zoom wherein students joined the meeting, the teacher post the link of questionnaire with MCQs and students were expected to submit the questionnaire with the stipulated time. It was mandatory to put the webcam on during the session. The students who faced technical problems could submit an application to the examination department. The grievances committee discussed the problems and recommended a supplementary schedule of examination. The college appointed a Senior Supervisor who looks after planning and smooth execution of examinations. The grievances were duly addressed by the examination committee and forwarded them to university examination section for further action, whenever needed. The examination section of the college sent the queries related to results, corrections in mark sheets, other certificates to the university.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

The continuous assessment and evaluation of students was carried out through practical, assignments, written and tests. The grievances related to filling up examination forms, online examination of courses, marks/grades of students, and student absence due to obvious reasons were considered by the respective departments and communicated to the examination section for further action. The examination section held a meeting based on the need of the issues received and offered resolution as soon as possible. The section also forwarded a few grievances to the examination section of the affiliating university whenever needed. The grievances about results, corrections in mark sheets, and certificates were sent to the university and the resolutions were communicated to the students concerned.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The respective faculty defined Program Outcomes (PO), Programme Specific Outcomes (PSO) and Course Outcomes (CO) in tune with the graduate attributes. The faculty in the department reviewed suitability of the outcomes for each course. They were put before the IQAC for final approval. The IQAC displayed the course outcomes through different modes for the stakeholders. The course outcomes were a part of college prospectus. They were displayed on the notice board in the department for teachers and students. They were also put on the college website for students. The faculty introduced course outcomes during first classroom interaction with the students.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://www.mgv.org.in/manmadcollege/pdf/2.6.1%20Program%20Outcomes.pdf
Upload COs for all Programmes (exemplars from Glossary)	[View File](#)

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college evaluates the learning outcomes in a structured way. The programme outcomes and Programme Specific outcomes are mapped with the help of course outcomes of the relevant programme through direct evaluation process. It is provided through University Examinations, semester end exams, home assignments. The faculty records the performance of each student on each course outcome periodically. A target is set for each course and students' performance is marked against the target level. The written test marks, classroom interactions, assignments, projects, etc. are taken into consideration to evaluate student performance. The outcomes are also evaluated through student

performance in assignment, project, and oral/written examination against the average level of achievement in the previous marks/grades. Other relevant forms of evaluation are stakeholder feedback on student development, record of student placement, and student progression to higher studies as components of achievement.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

254

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://www.mgv.org.in/manmadcollege/pdf/SSS_2020_21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

0

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	**No File Uploaded**

3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

The college established two research centres; Economics and Marathi. The research centres developed a research culture among faculty and students. This helped the faculty and students to innovate in research to make it socially relevant. The centres have an intake of 20 research students. The college has well established labs. These labs are utilised for research and innovation purpose. The faculty and students utilise these facilities to conduct research. The Academic Research Committee (ARC) motivates faculty and students to publish research articles in reputed journals, submit proposals to funding agency for research projects. The ARC motivated the faculty to submit proposals for research guides of the affiliating university. The college has registered Memorandum of Understanding (MoU) with reputed institutes in and around Manmad to have student and faculty exchange for research purpose. The Academic Research Committee (ARC) plans and motivate students to participate in the annual 'Avishkar' competition offered by the affiliating university to inculcate research aptitude among students.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

4

File Description	Documents
Report of the event	View File
Any additional information	View File
List of workshops/seminars during last 5 years (Data Template)	View File

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

3

File Description	Documents
URL to the research page on HEI website	https://www.mgv.org.in/manmadcollege/pdf/3.3.1-List%20of%20Registered%20Guides.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

3.3.2.1 - Number of research papers in the Journals notified on UGC website during the year

75

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.3.3 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year

15

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.4 - Extension Activities

3.4.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The college has statutory bodies like National Service Scheme, National Cadet Corps, Student welfare, and women cell. The extension activities were conducted under these bodies. In the academic year 2020-2021, the college conducted the following activities.

- My Family, My Responsibility-Health and Hygiene Awareness Programme during Covid-19- Students made the people in the vicinity aware of the precaution to be taken during covid-19.
- Blood Donation Camps-Conducted blood donation camps to contribute to end blood scarcity.
- Mask distribution-Students prepared face masks and distributed in the vicinity
- Fit India Movement
- Lecture on Gandhian Thoughts
- Vachan Prerana Din
- Online Police Recruitment Guidance Course
- M S Patil Lecture Series
- Environmental Awareness Programmes
- National Unity Day
- International Women's Day
- National Youth Day
- National Girl Child Day
- National Voter Day
- Language meet
- Marathi language conservation fortnight
- Abhirup Youth Parliament

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

3.4.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

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

4

File Description	Documents
Any additional information	View File
Number of awards for extension activities in last 5 year (Data Template)	**No File Uploaded**
e-copy of the award letters	View File

3.4.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

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., during the year

32

File Description	Documents
Reports of the event organized	View File
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

2472

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

13

File Description	Documents
e-copies of related Document	View File
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

3.5.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year wise during the year

07

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	[View File](#)
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	[View File](#)

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has 4 buildings;Main building, exam department, hostel & vocational building. The institution has 2 multi-purpose halls with ICT facilities with seating capacity of 100 to120. College campus is equipped with CCTV surveillance. College office is fully automated and solar powered. There areseparate recordsand store room.College has campus area of 36,584 sq. meter. The college has 13 classrooms including 06 laboratories. Library has areading room. College has 5 KYAN projectors to facilitate ICT integrated teaching learning process. The departments have ICT facilities.College provides LAN facility for office(100Mbps) and IQAC (10Mbps). College has 60 computers, printer & internet facilities.Department of Chemistry, Geography, Physics, Mathematics, Botany & Zoology are well equipped with all the required facilities for UG and PG courses. Department of Chemistry has one Store room for the storing chemicals & apparatus. Zoology department maintains a well-stocked collection of specimens from all the Phyla, stuffed animals, models of DNA, heart, human evolution, human skeleton, urine analyzer, blood analyzer, automatic staining and microtome machine. An aquarium fish culture quarter is also developed by the department. The institution maintains a herbarium and a botanical garden, medicinal plant garden under the guidance of the Department of Botany.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

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

The institution has good infrastructure to cultivate and promote the student's interest in sports and games aimed at the overall development of the students.

The college has98 x 61 Sq. meters ground for sports facility. Institution has standard 200 meter running track for athletic activity. With this facility, students play Football, Volleyball, Kabaddi, Kho-Kho, Net Ball, Baseball, Softball, Cricket, Basketball. The college has a well equiped gymnasium of 1600 sq.ft. The sports department coordinates its activities. The college has separate area of 1200 sq. for indoor activity like Yoga, Table Tennis, Chess, Carom etc. including department room and store room for keeping all equipment properly.

Cultural activities such as College Days celebrations, Gathering, etc are held in the campus, providing opportunity to the students to exhibit their cultural talents. The college has a cultural smallhall for cultural activities. It has harmonium, tabla, Speakers, and mike for stduents to have rehersal.Students are also sent to other colleges to take part in intercollegiate competitions such as dances, songs, skit, debates etc. Cultural Activity comittee of the college encourages and trains the students to participate in such competitions taking place outside the campus.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

8

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

2,80,691.00

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

- **Name of ILMS software : Vriddhi 2.0**
- **Nature of automation (fully or partially) : Fully**
- **Version : 2.0**
- **Year of Automation : 2019-20**

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the following e-resources e-journals e-	**A. Any 4 or more of the above**

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

1.46211

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

44.37

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

College Office has BSNL 200Mbps Bandwidth Internet Connection

Plan Name: Fibro 2000GB/ Month CS64

IQAC has rail wire 10Mbps Bandwidth Internet Connection

Plan Name:10Mbps_FUP900GB

During Academic year 2020-2021 College has purchased 5 AIO Desktops

DESKTOP LENOVO MAKE V350 MODEL

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

52

File Description	Documents
Upload any additional information	View File
List of Computers	View File

4.3.3 - Bandwidth of internet connection in the Institution	**A. ? 50MBPS**

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

3125686.00

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts	[View File](#)
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	[View File](#)

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.

The institution has defined a mechanism for maintaining and utilizing the resources. It has a purchase committee. The departments submit a demandletter to the Principal whoforwards it to the purchase committee. After approval of the Administrative Officer, tenders from eligible Vendors are invited. The quality of service, goods, equipment, past performance cost is all considered for placing the final purchase order. In the case of equipment, lab chemicals, Electronic instruments, computers procedure of use is given along with them. This facilitates the user to appropriately use the equipment and avoid any damage during use. For maintenance, the institute has an estate officer who periodically looks after the maintenance of buildings, furniture, computers, electricity, and compound, and other physical amenities. The estate officer communicates the need for maintenance to the administrative officer. The latter then sends the site engineer who reviews the need for maintenance. Furthermore, he submits a report to the administrative officer (Estate and maintenance). Then the office sends skilled workers to do the maintenance. However, local help is sought in case of emergency.Each department maintains a stock register. A committee reviews the stock at the end of an academic year and genereates a status report.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

672

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

15

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**B. 3 of the above**

File Description	Documents
Link to Institutional website	https://www.mgv.org.in/manmadcollege/pdf/5.1.3%20Capacity%20Building%20Programmes.pdf
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1050

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

1050

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**A. All of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

10

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File
Details of student placement during the year (Data Template)	View File

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

85

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

2

File Description	Documents
Upload supporting data for the same	View File
Any additional information	**No File Uploaded**
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

4

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The Maharashtra University Act 2016 has the provision not to conduct the election for student council representative. However, the college identifies the meritorious students who are nominated

as class representatives. These students are in communication with the authority on issues of academic and administrative functioning. The faculty and administration accommodate these students as representatives at planning and implementation phases wherever possible.They are actively involved in the policy and decision-making process in statutory bodies like IQAC, CDC, NSS, student grievances, and anti-ragging.The student representatives function as a medium of communication between the college and the students. They inform the students about the latest news, events, collaborative activities, and matters related to teaching-learning, examination, scholarship, results, etc. The representatives of the student council coordinate the annual gathering of the college. They share the responsibility of effective planning and execution of the cultural activities across the year. The representatives of the student council help the administration in maintaining discipline, tackle issues of ragging, sexual harassment, safety, etc. The students are involved in committee meetings and their opinions and feedback on academic and administrative matters are received and appropriate action is initiated.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

4

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has a registered Alumni Association. It is registered on 16.07.2019 under the Society Registration Act 1860 (XXI of 1860). The college immediately initiated the process of getting the alumni registered for the same. The college prepared the alumni committee at the institutional level who holds the responsibility of planning and undertaking the activities of the alumni association to have an active contribution of the alumni in the overall planning and execution of quality initiatives. The alumni association holds meetings to discuss the nature of involvement in college development. The alumni association plans to increase its fund in the coming years.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	D. 1 Lakhs - 3Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The College Development Committee defined policies related to academic and administrative improvement of the college. The policy decision were allotted to the statutory and non-statutory committees. The Vision and Mission focuses on student development by offering them skills and knowledge component.The Principal, IQAC, and the faculty play an essential role in the designing and implementation of its quality policies in teaching, learning, research and extension activities. The curricular and co-curricular activities are planned at the beginning of the academic year. The IQAC prepares the action plan and distributes through academic and administrativecommittees for implementation. The curricular activities help to realise the vision of the college to have blend of traditional and vocational education. The co-curricular and extension activities focus on making students have training in value education, ethics, solidarity and nation building.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

1. The college forms statutory bodies like College Development Committee, Internal Quality Assurance Cell, Student Development Council, National Service Scheme, Anti Ragging Cell, Women Grievances Redressal Cell, Students Grievances Redressal Cell, and Equal Opportunity Cell as per the directives of the affiliating university. These bodies include representatives of the stakeholders of higher education. They are the part of processes involving planning, implementation and suggestions to improve the quality of education.

2. Formation of committees for extension, curricular and extracurricular activities. These committees are primarily

Research Advisory committee Library Advisory committee, Placement, and Career Guidance Cell, Sports Advisory committee, etc. The IQAC committee supervises and coordinates the functioning of the committees. The committees prepare annual planning of activities and programmes, implement them and submit a report for the academic year to the IQAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

In this academic year, the college focused on the following case study as a part of perspective plan.

Case study: To Make Green Campus Area

Initiatives through NSS and other Departments:

- Zoology Department conducted a state level webinar on Biological Diversity 2021 "We are part of solution" on 22 May 2021 to create awareness on Biodiversity.
- Department of Geography conducted a Webinar on Earth day Celebration Webinar
- The Department of Botany and IQAC conducted Green Audit initiative.
- The NSS planned and implemented a Tree Plantation drive on the college Campus from 2020 to September 2020.
- The NSS conducted Energy Conservation workshopon 8th September 2020.
- Thedepartment of Geography conducted a webinar on "Soil Types and Micronutrients Management to increase the Soil Fertility" on 16th September 2020.
- The department of Geography conducted a webinar on "Effect of Monsoonal Change on Agriculture Sector"on 1st December 2020. t

"One District, One Green Champion" 2020

The college participated in the "One District, One Green Champion" organized byMahatma Gandhi National Council of Rural

Education (MGNCRE, Ministry of Education, Govt. of India), planned and implemented green initiatives. The college won the award of "One District, One Green Champion".

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://www.mgv.org.in/manmadcollege/pdf/1 2%20Perspective%20Plan.pdf
Upload any additional information	View File

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Arts, Science and Commerce College Manmad is governed by the Mahatma Gandhi Vidyamandir institute. The institute prepares statutory policy documents for the colleges to follow. The policies are circulated among the stakeholders. The parent institute has a management body that make policy decisions. There are administrative officers who monitor the functioning of the colleges and make suggestions to make the functioning effective.College Development Committeeplayed a vital role in policy and decision making. The principalmonitors as well as manages daily academic and administrative functions of the college.Quality initiatives regarding the academic and administrative activities are proposed by the IQAC withthe consent of the principal. It takes care of the quality enhancement. IQAC coordinates the overall academic functioning.Coordinators of the co-curricular and extra-curricular activities prepare annual plans and execute the same on the approval of the principal.The Chief Examination officer plans, executes and monitors smooth and transparent conduct of internal and external examination.Sports activities and competitions are well planned and executed by the Physical Director with the guidance of Principal and Sports Committee. The parent institute follows the stipulated rules and procedures for appointment and promotion employers as per government bodies.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://www.mgv.org.in/manmadcollege/pdf/13%20Organogram.pdf
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user inter faces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Welfare schemes for Teaching Staff:

- **Employee Provident Fund**
- **Group Insurance**
- **Government Insurances,**
- **MGV Staff credit Society**

Welfare schemes for Non-Teaching Staff:

Employee Provident Fund

Group Insurance

Government Insurances

MGV Staff credit Society

Concession in fees.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

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

7

File Description	Documents
Upload any additional information	[View File](#)
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	[View File](#)

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

15

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	View File
Upload any additional information	**No File Uploaded**
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

20

File Description	Documents
IQAC report summary	**No File Uploaded**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The IQAC took the initiative ofPerformance Appraisal System for Teaching and Non-teaching Staff includes the following mechanism.

- **Student Feedback**

- **Self-Appraisal Report**
- **Performance Appraisal System for Non-teaching Staff**

Student feedback is taken in every year to review the performance of Teaching staff and necessary appraisal is done. Facilities will be provided as per the suggestions of the student's feedback.The self-Appraisal Report of all Teaching staff is taken on annual basis using structured form of API, Academic Performance, actively participated in extension activities & Research related performance have been observed through API forms.

For non-teaching staff, IQAC prepared a specific Appraisal form which included information related to nonteaching staff and their functioning. The IQAC coordinator and Registrar analysed those appraisal forms and prepared a report for further action.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

The college conducted internal and external audit this year. However, the audit agency did not visit the college physically. They asked the accountant to bring the files to their office to get audited. Likewise the accountant got them audited. The auditing agency raised the objections and a compliance report was generated after final approval.

Internal audit- Administrative Officer of Finance of Mahatma Gandhi Vidyamandir, Nashik

External audit- Ms. Mukund Kokil and Company, Nashik

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

NIL

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

The college makes optimum utilization of the resources available. It made efforts to mobilize funds through collaborating with the industries nearby. The college approached the nearby industries which are limited for their company social responsibility funds. The college approached Indian Oil Corporation, BharatPetroleum, and Hindustan petroleum to collaborate with the college for its infrastructural development. It was intended to get support to update theICT facilities for making teaching learning process effective. The research centres in Marathi and Economics were activated to mobilize some funds. The college increased alumni participation in policy making. The alumni were motivated to contribute to the development of the college. The NGO in and around Manmad were invited during meetings and requested to contribute to college development. The infrastructural resources were used to the best ways possible.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The IQAC contributed the following academic and administrative component in this academic year.

Practice 1. :AAA (Academic & Administrative Audit)

The IQAC conducted academic and administrative audit and generated a report of the functioning of the college. This helped the IQAC to get a clear picture of the components in the overall structure of the college that worked effectively and those need improvement. The external revieweres were invited to contribute in making factual analysis of the functioning.

Practice 2.: Strengthening Research Culture in the College.

IQAC took initiatives to encourage the staff to undertakeresearch activities. The IQAC prepared an analytical report of the teachers and classified the components of excellence and the ones that require improvement in terms ofreview of the status of the teachers' research work undertaken during the year.The research components like Ph.D. registration or award, Research Publication, Memberships ofvarious organizations, Research Guidance, conference and seminar paper presentation were under consideration.

- **75 Research papers was published by faculty in reputed journals. (criteria III metric 3.3.2)**

- **04 webinar/training Programs were organized by IQAC and ARC committees (criteria III metric, 3.2.2)**

- **15 chapters in books/books published by faculty in National, International books. (criteria III metric, 3.3.3)**

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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 and recorded the incremental improvement in various activities

TheIQACfocused on learner centric teaching learning process and designed the policy to assessand evaluate it from time to time. Accordingly, IQAC monitors the teaching learning activities and took periodic review of the functioning.

1. Outcome Oriented Teaching through Webinars, Workshops and Addon courses

During Covid-19, teachers were to move to virtual mode of teaching. The IQAC planned to create e-content for distribution among the teacher and students for making learning more student centric and effctive. All the teachers were allotted to create e-content and use LMS to connect with the students in any manner possible. TheQAC also planned to online cocurricular and extra curricular events to support the teaching and learning process. This included webinars, workshops, Training programs, certificate courses and add-on courses with inter departmental collaboration.

2. E – Content Repository

The IQAC planned and implemented an e-conent repository.The college library created an E-Content Deposeitary for teachers to deposite the e-content and for students to acess it at their own pace. The library offered free and open access to the students and teachers to access the resource materials when and where needed. This helped the students avoid any lapse in their study due to not having offline classes.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**B. Any 3 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	https://www.mgv.org.in/manmadcollege/pdf/14%20Unipune%20Annual%20Report%202020-21.pdf
Upload e-copies of the accreditations and certifications	[View File]()
Upload any additional information	[View File]()
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File]()

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college organized 'Self-defence training' for the girl students collaborated with the city Police Department. Awareness programs like importance of human rights, Rights of Women in Domestic violence, Cyber security awareness programs related to the safety and security of women employees and students wereorganized. The college constituted the following committees as per norms laid by University/UGC: Institution Grievance Redressal Committee, Anti-Ragging, Sexual harassment prevention

cell, Students' Disciplinary Committee, Women Welfare & SC /ST Students Welfare Committee, Safety & Disaster Management to look after addressing issues of gender discrimination, if any. The institution provides safety and security facilities for the staffs and students such as CCTV Surveillance throughout the campus and security arrangement.There are separate washroom facilities for girls and boys. Washrooms are equippedwith sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	https://www.mgv.org.in/manmadcollege/pdf/7%201%201%20Gender%20Sensitization%20Action%20Plan.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://www.mgv.org.in/manmadcollege/pdf/7.1.1%20(1).pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	A. 4 or All of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

Solid Waste Management:

* For the collection of waste, separate dust bins are kept in the buildings and on the campus. Garbage is collected into

dustbins and disposed to Municipal Corporation (Ghanta Gadi) regularly.

- Sanitary Napkin Destroyer" is installed in ladies' washrooms to disposeoff used napkins.
- The waste paper is given to the authorized vendor. For reuse and pulping. The waste material and scraps like packaging sheets, wrappers, plastic waste, and broken furniture, etc. are given to authorized vendors for recycling.
- Thecollege has four vermicompost units with a capacity of one quintals of organic waste processing per batch. Once in three months vermicompost is removed and given to plants in botanical garden.
- Liquid Waste Management: The college uses standard methods of liquid waste disposal.The neutralization process is used to dilute solutions. Regular maintenance is kept of taps, drainage and water pipelines.
- Biomedical Waste Management-
- E- Waste management: E - Waste collected in Central store and given to Parent Body for reuse or disposal. It is disposed offby the approved vendors.
- Waste Recycling System-
- Hazardous chemicals and radioactive waste management-
-

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**A. Any 4 or All of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Various policy documents / decisions circulated for implementation	[View File](#)
Any other relevant documents	[View File](#)

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	[View File](#)
Certification by the auditing agency	[View File](#)
Certificates of the awards received	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms	

Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	<u>View File</u>
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college represents as an active agent of social change, we takeon voluntary actions in the creation of a culture of social responsibility in society through a myriad of activities that address both own competitive interests andthe welfare of the society.

- **Commemoration of Birth and Death anniversary of the irrespective of class, creedand religion to make inclusive environment for all having different cultural, religious and linguistic diversity.**
- **Language Fortnight to address the linguistic diversity and priority of the students.**
- **Gandhian Thought Lecture Series was organized to promote Gandhiji's thoughts of social justice and solidarity.**
- **The Constitutional Day celebrated to promote and create awareness among the stakeholders about the rights and responsibilities of the Indian citizens. It also aimed to sensitize the stakeholders on propogation of constitutional principles like Liberty, Equality, and Brotherhood. Alongside, the college organized events to address issues of social, cultural, communal and linguistic harmony**

through following initiatives.
- National Integration day
- International Day of Zero Tolerance for Female Genital Mutilation
- International Women's Day
- National Girl Child Day
- World Day Against Child Labour

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

MGV'S Arts, Science and Commerce College, Manmad sensitizes the students and the employees of the institution to the constitutional obligations about values, rights, duties, and responsibilities of citizens which enables them to conduct as a responsible citizen. To equip students with the knowledge, skill, and values that are necessary for sustaining one's balance between a livelihood and life by providing an effective, supportive, safe, accessible, and affordable learning environment. These elements are inculcated in the value system of the college community. The students are inspired by participating and celebrate national/ international commemorative days, in various days programs on culture, traditions, values, duties, and responsibilities by inviting prominent people. The institute conducted awareness programs on the ban on plastics, cleanliness, Swachh Bharat, etc. involving students. The college establishes policies that reflect core values. Code of conduct is prepared for students and staff and everyone should follow the code ofconduct. The affiliating University curriculum is framed with mandatory courses like Professional ethics and human rights, Constitution of India, Essence of Indian Traditional Knowledge, as a small step to inculcate constitutional obligations among the students.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://www.mgv.org.in/manmadcollege/pdf/7 %201%209%20Constitutional%20obligation.pdf
Any other relevant information	**Nil**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	**No File Uploaded**

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

The college celebratedthe national and international commemorative days and events which inspirethe students and also heighten their admiration for the person, event or idea being praised. The intentionis to promotethe idea/person's work, his/her thoughts ofsocial harmony and nationalintegrity.

- ○ **Celebrated the birth anniversary ofsocial reformers, freedom fighters, historical figures for their exceptional contribution to nationbuilding.**

- ○ **Paid tribute to these great souls on their death anniversary.**
- ○ **Celebrate the events related to environment and climatic change so students could build awareness about the need to safeguard against climatic change.**
- ○ **Days related to democracy and defined by statutory bodies like the affiliating university,UGC, and parent institute.**
- ○ **Voter Day,**
- ○ **Gandhian Thought Lecture Series**
- ○ **Constitutional Day**
- ○ **Youth Day**
- ○ **National Integration day**
- ○ **Yoga Day**
- ○ **International Children Day**
- ○ **International Women Day**
- ○ **Youth Week in memory of Swami Vivekanand**
- ○ **International Human Rights Day**
- ○ **International AIDS Day**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

Title of the Practice:

"Road Safety Campaign"

Objectives of the Practice:

1. **Create awareness among students and Staff**
2. **To Sensitize students and Community on Menace of road irresponsible driving on the need of road safety**

Context:

Increasing number of vehicles has contributed to more people using vehicles daily. This has put the lives of more people at risk. Road safety has been an issue that requires serious attention. Sheer negligence of people about rules and regulations of safety during driving has increased the number of death in road accidents. The government play its parts in creating and implementing safety measures. Nevertheless, apathy of people towards the rules and safety measures is serious. Youngsters are more prone to road accidents. The Initiatives/Practices and aims to focus on generating awareness and provide training in road safety to college youth

The Practice

The "Road Safety Campaign" best practices continuously run from year 2018-19 these year the road safety campaign program was conducted in the college jointly by Mahatma Gandhi Vidyamandir, Arts, Science and Commerce College, Manmad's National Service Scheme, Sanklecha Hero, Manmad, and Regional Transport Office, Malegaon. 32nd Road Safety Campaign was celebrated from 18th January 2021 to 17th February 2021.On the occasion of this campaign, a multiple choice examination of 50 marks was conducted in the college on 8th February 2021 on the subject of 'Road Safety and Life Saving'. 94 students participated in this examination. Atul Suryavanshi (Motor Vehicle Inspector, Malegaon), Principal of the College, Dr. B.S. Jagdale on 9th February 2021, Hon. Atul Suryavanshi informed the students about the traffic rules and how to follow the rules, Dr. B.S Jagdale, the principal of the college, said that we often fall prey to accidents due to speeding. Everyone should be vigilant. He asserted that life is precious. Prof. Jyoti Palve, Vice-Principal of Junior College was present at the time of distribution of this award. It encourages students as well as teachers.

2019-2020

3rd March 2020 Road safety campaign program was conducted in conjunction with Mahatma Gandhi Vidyamandir's Arts, Science and Commerce College, Manmad, Manmad Police Station and the National Service Scheme which was held at Manmad Agricultural Produce Market Committee. The program was launched by Principal of the college Dr. B.S. Jagdale in the presence of Mr. Pawar of Manmad police station. The market committee premises are always crowded with onion tractors and radium is provided by N.S.S.volunteers for Such tractors on road safety and various announcements were made to create awareness on road safety. To make this event a

success, N.S.S. Program Officer Dr.P.B. Pardeshi, Prof. N. A. Patil ,Prof. Varsharani Pedhekar and Shri. Yogesh Sonnar worked hard.

2018-19

4th February to 10th February 2019 was observed as Road Safety Week. The N.S.S. and N.C.C. departments of M.G.V.'s Arts, Science & Commerce College, Manmad in association with Sanklecha Motors and Manmad Police Department organized a Road Safety Awareness Programme on 09th February 2019 at College Ground. The demonstrators gave detailed information about the traffic rules, safe drive etc. The Programme aimed at creating awareness among drivers and young road users about the necessity of road safety. There was an active participation of the N.S.S. volunteers, N.C.C. Cadets and students from several schools and the public

Problems Encountered and Resources Required

Student volunteers and eminent guests

Title "Green Campus

Objectives of the practice:

To make aware real concerns of environment sustainability and its importance to students and concerned stake holdersTo create awareness regarding environmental policy amongst the students. To reduce threats and protection of environment, health and sanitation by avoiding tobacco, pan-masala chewing on the campus. As per the govt. rules and regulations regarding the instructions of tobacco free campus signboards are displayed at various places on the campus. To Use Solar Energy on College Campus by installing Solar panel on roof top. To bring in use the 'Rain Water Harvesting' on the campus. SANITATION AND HYGIENE-Mission of Mask in public - YouTube

WASTE MANAGEMENT

Solid Waste Management:

< >For the collection of waste, separate dust bins are kept.Garbage is collected into dustbins and disposed to Municipal

Corporation (Ghanta Gadi). The College has an MOU with the municipal corporation.Sanitary Napkin Destroyer" is installed in ladies' washrooms for incineration of used napkins. The waste paper is given to the authorized vendor. For reuse and pulping. The waste material and scraps like packaging sheets, wrappers, plastic waste, and broken furniture, etc. are given to authorized vendors for recycling.Solid waste: In the college campus, has established four vermin compost units with a capacity of about up to one quintals of organic waste processing per batch. after two to three months vermicompost is removed and given to botanical garden and college campus plantsPaperless Office: Most of the communication between departments is through departmental email and social media like Whats App. Official Information is sent online. College data is stored in hard drives. Photographs are maintained in soft copy. Major Administration processes have been digitized using software like Vriddhi and campus 360. Notices are forwarded through Electronic Notice Board and through email or Whats App groups of teaching, non-teaching staff, and studentsLiquid Waste Management: By using standard methods liquid waste is disposed of safely. Less scaling of chemicals is minimizing the implementation of chemicals. The neutralization process is used to dilute solutions. Regular maintenance is kept of taps, drainage and water pipelines. Also it is assured that the neutralized liquid should be released in the drainage system.Plastic-Free Campus: As a 'Swachcha Bharat Abhiyan' initiative Campus is already declared Plastic-free. College, as well as canteens,are instructed to minimize the use of plastic, and the use of disposable plastic is disallowed. Guest for every program is also given Jute bags for carrying the material as a green initiative. Boards are displayed on the campus to create awareness. The students and faculty are encouraged to plant more trees and make the campus garbage and plastic-free zone.Rain Water harvesting in college Campus

The campus buildings possess large terrace areas and non-paved. Currently, none of the buildings have Rain Water Harvesting (RWH) System implemented. The campus has a potential for RWH but due to moderate average rainfall the college needs to large storage capacity in the campus. The college campus is situated within. Towards the west side of the city and there is a well and Borewell in the college premises. Both underground reservoirs are the main source of water on the college campus. Rain water fall on the college campus buildings may be harvested by using well injection system and can help during driest month of the year.

Sr. No.

Building Name

Roof Top Area (Sq.m.)

Runoff Coefficient

Rain water Harvested (m3)

1.

Total Rooftop area

1975

0.7

259.1

The total amount of water that can be collected from this roof is not enough to fulfil the total water demand.

However, it might still be worthwhile to construct a rainwater harvesting system. With a storage reservoir of 259100 liters (259.1 m3) a rainwater harvesting system could provide 1670 liters of water per day, which is 7% of the total demand. The water demand is 25600 liters per day, which equals to about 768000 liters per month. The total water demand is 9344000 liters (9344 m3) per year.

The amount of water that can be collected from the roof (609 m3) is less than the water demand (9344 m3). Only a part of the water demand can be fulfilled using a rainwater harvesting system

Energy management

< >Use of Solar panels installed in campus Number of Solar LED lamp used : All Department ,classrooms porch installed LED bulbs and LED tube lights2018-19

20 banian trees were planted on 1st August as per the concept of National Service Scheme 'One tree for you' in college premises.

You Tube Link:-
https://youtu.be/WTCBCsJhRlIhttps://youtu.be/4UG9h4kR_es

2019-2020

Through the concept of "Beautiful and Prosperous College" with the initiatives of program, "A TREE FOR YOU" under the guidance of N.S.S. Officer Dr. P. B. Pardeshi and Prof. N.A. Patil, Prof. Smt.V.B. Pedhekar NSS volunteers new rose seedlings were planted & developed the Flowers garden.

The beginning of the college in Golden Jubilee Year on 16th July 2019 by planting trees in the college premises. Through the special efforts of NSS, dignitaries of Lines Club of Manmad Pride provided about 500 saplings of various trees as a token of gratitude to the college and contributed immensely for the success of the tree planting program. This program was started with the hands of Vice President of Mahatma Gandhi Vidyamandir Institute Hon. Mr. B. K. Deore (Anna) by planting trees. On this occasion, the Principal of the college, Dr. B.S. Jagdale, Vice-Principal Dr. P.G. Ambekar, Sub-Inspector Manmad Police Station, Shri. Jambhale, Mrs. Alkatai Shinde, Member of College Development Committee, Shri.Shailesh Bakliwal officer of Lions Club of Manmad Pride, Shri. Gandhi etc. were present. Volunteers, NCC Cadets enthusiastically participated in the tree planting under the guidance of NSS program officer Dr. P. B. Pardeshi, NCC officer Prof. P.R.Barde and Prof. Harshal Bachhav.

Keeping in view the goal of making our campus, village, city and college beautiful and prosperous, from June 2020 to September 2020, our Hon. Principal, Vice Principal, N.S.S. Program Officers, teaching staff, non-teaching staff, and N.S.S. Volunteers, students there were cultivated various native trees in their campus, village, city and college.

Obstacles faced if any strategies adopted to overcome them

*We had to motivate students and people (villagers) to understand the value of mother Earth nature and cleanliness.

*We had to convince students on the importance of law and its implementation and harmony in society.

Impact of the practice

It is helpful to control pollution and create importance of cleanliness. Yoga program creates awareness of sound body and sound mind. Create awareness among students to follow the rule of roots and avoid accidents. Blood donation camp help to understand the students the precious value of human life.

Resources required

*Volunteers

*Equipment for cleaning and removing plastic

Evidence of Success

File Description	Documents
Best practices in the Institutional website	https://www.mgv.org.in/manmadcollege/bestpractices.html
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Manmad is a severe drought prone place. During summer, water scarcity situation is extremely difficult. The theme 'Green Campus' was selected and initiatives were takenwith the resources available.The college had strategic plan anddecided to work on following components.

1. Water Harvesting- The College updated the system of collecting and using rain water. It wascollected from the three buildings and carried to the well through connected lines of pipes.

2. Plantation- The college planted 300saplings. Teachers, NSS and NCC volunteers broughta sapling and planted it.The teachers and volunteers adopted the plants for one year. The water collected in the well was used to water the plants. Drip irrigation system was placed and a person was nominatedto monitor it.

3. Landscaping- A portion of the college campus wasempty. So, CCT were developed.During raining, the CCT were filled up with water and irrigated there itself. Earlier, the water used to move off the campus.

4. Medicinal Garden-Department of Botany created a space for a small garden of medicinal plants with 50 plants.

5. Green Army-The college registered for the initiative of the Green Army initiated by Government of Maharashtra.

Impact- In summer the temperature is comparatively low on the campus.The insects' habitation increased. The college achieved a Green Champion Award of the Government of India.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

1. Activate research centers in Economics and Marathi
2. Introduce add-on courses in Remote Sensing and courses of Swayam for students.
3. Motivate the faculty to take part in affiliating university's Board of Studies and other academic and administrative bodies.
4. Conduct a workshop on Programme and Course outcomes their attainment for faculty and students.
5. Set up a virtual classroom for e-content development and distribution.
6. Motivate the faculty to become M.phil and Ph.D. guides.
7. Introduce an incubation cell at the college to promote research culture.
8. Organize an international conference on National Education Policy.
9. Develop strategies to help faculty to publish research papers in UGC CARE, Scopus, and Web of Science.
10. Set up a 200-meter running track for the students.
11. Upgrade wifi connectivity on the campus.
12. Update ICT facilities for e-content development.
13. Organize an Alumni meet.
14. Introduce Career Katta to maximize on and off-campus placement.

15. Organize a workshop on NET, SET, GATE, examinations for students.
16. Develop strategies to accelerate sports culture on the campus.
17. Develop a strategic plan to increase alumni participation and contribution to the overall development of the college.
18. Host a district-level NCC camp on the college campus.
19. Upgrade software for academic and administrative effectiveness.
20. Conduct training program for non-teaching staff to handle effectively Campus 360 software.
21. Set up a basketball court.
22. Set up the pedestrian-friendly pathway.
23. Set up medicinal plant garden.
24. Install more number of CCTV for better safety and security.