

The Annual Quality Assurance Report (AQAR) of the IQAC

AQAR 2017-2018

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

1. Details of the Institution

1.1 Name of the Institution

**MGV's ARTS, COMMERCE & SCIENCE
COLLEGE**

1.2 Address Line 1

Kidwai Road

Address Line 2

-

City/Town

Malegaon City Dist. Nasik

State

Maharashtra

Pin Code

423203

Institution e-mail address

mgvcity@gmail.com

Contact Nos.

02554232885

Name of the Head of the Institution:

Principal Shivanand C. Hale

Tel. No. with STD Code:

02554-232885, +919168467111

Mobile:

+919168467111

Name of the IQAC Co-ordinator:

Dr. Hamdani Rizwana

Mobile:

7020043929

IQAC e-mail address:

mgvcity@gmail.com

1.3 NAAC Track ID (For ex. MHCOGN 18879)

12432

1.4 NAAC Executive Committee No. & Date:

(For Example EC/32/A&A/143 dated 3-5-2004.
This EC no. is available in the right corner- bottom
of your institution's Accreditation Certificate)

EC/62/RAR/004

1.5 Website address:

<http://www.gdabcollege.in/>

Web-link of the AQAR:

<http://gdabcollege.in/pdf/aqar/2017-18.pdf>

For ex. <http://www.ladykeanecollege.edu.in/AQAR2012-13.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C++	-	2004	2009
2	2 nd Cycle	B	2.15	2013	2018
3	3 rd Cycle	-	-	-	-
4	4 th Cycle	-	-	-	-

1.7 Date of Establishment of IQAC :

DD/MM/YYYY

01/04/2003

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

2017-2018

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2013-14 25/01/2014 (DD/MM/YYYY)
 ii. AQAR 2014-15 25/01/2015 (DD/MM/YYYY)
 iii. AQAR 2015-16 15/12/2017 (DD/MM/YYYY)
 iv. AQAR 2016-17 15/12/2017 (DD/MM/YYYY)
 v. AQAR 2017-18 26/07/2018 (DD/MM/YYYY)

1.10 Institutional Status

University State ☐ Central ☐ Deemed ☐ Private ☐

Affiliated College Yes ☒ No ☐

Constituent College Yes ☐ No ☒

Autonomous college of UGC Yes ☐ No ☒

Regulatory Agency approved Institution Yes ☐ No ☒

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education ☒ Men ☐ Women ☐

Urban ☒ Rural ☐ Tribal ☐

Financial Status Grant-in-aid ☒ UGC 2(f) ☒ UGC 12B ☒

Grant-in-aid + Self Financing ☐ Totally Self-financing ☐

1.11 Type of Faculty/Programme

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

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

Others (Specify)

Community College

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

Savitribai Phule Pune University

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

-

University with Potential for Excellence

-

UGC-CPE

-

DST Star Scheme

-

UGC-CE

-

UGC-Special Assistance Programme

-

DST-FIST

-

UGC-Innovative PG programmes

-

Any other (*Specify*)

-

UGC-COP Programmes

-

2. IQAC Composition and Activities

2.1 No. of Teachers

05

2.2 No. of Administrative/Technical staff

02

2.3 No. of students

02

2.4 No. of Management representatives

01

2.5 No. of Alumni

02

2. 6 No. of any other stakeholder and

01

Community representatives

2.7 No. of Employers/ Industrialists

01

2.8 No. of other External Experts

-

2.9 Total No. of members

14

2.10 No. of IQAC meetings held - 04

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

Non-Teaching Staff Students Alumni Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

IQAC has always tried to improve the quality by encouraging teaching and non-teaching staff with guidance, cooperation and coordination of the Principal and other authorities of the faculty as under:

- Preparation of time table and academic calendar and conducting monthly meeting.
- Organization of IQAC meetings
- Organization of meetings with members of teaching staff, parents and alumni.
- IQAC conducted three workshops for faculty members and one for non-teaching staff.
- Implemented the process of maintaining teaching plan by each teacher and weekly report sheets to continuously monitor and improve teaching learning process.
- Emphasized to conduct English speaking classes.
- Students' grievances are redressed through students' grievances and redressal cell.
- Extension activities are strengthened.
- Career guidance and placement cell are strengthened.
- Sensitizing students on environmental and gender issues.
- IQAC motivated and focused on ICT based teaching.

- IQAC initiated for infrastructure development.
- IQAC initiated for AAA.
- Motivated for enlargement of alumni network.
- Motivated to organize seminar for students.
- IQAC strengthened research culture in the College.
- IQAC prepared feed-back form for parents, students, alumni.
- IQAC introduced certificate courses in Urdu journalism, Environmental studies and GST through various departments.
- IQAC organized a talk on Art of Paper Writing for students.
- Contribution in examination and evaluation reforms.
- IQAC initiated zoofest.
- IQAC helped to prepare SSR for cycle IIIrd by giving important data and played important role in decision making for the NAAC.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
1. Curriculum Aspects	1. Diploma course of Computer Accounting and Taxation under Community College is implemented.
2. Certificate Courses	2. Certificate Courses in Urdu Journalism, Environmental Studies and GST is conducted.
3. Preparation of Academic Calendar of Institute for quality enhancement.	3. Academic calendar of 2017-18 is prepared and evaluation is monitored during monthly academic calendar meetings.
4. Preparation of subject-wise annual teaching plan.	4. Actual implementation of teaching plan is monitored by collecting weekly reports of every department.
5. Strengthening the quality of academics	5. All programmes like study tours, field visits, seminars for students, guest lectures, group discussion and competitions are monitored as per schedule.
6. Enhancing quality of teaching learning process	6. Modern teaching learning process is followed.
7. Enhancing results	7. Remedial classes, test, online MCQ test, tutorial, home assignment, oral question answers were conducted to improve the results. Outstanding academic performing students were awarded.
8. Development of infrastructure facilities	8. NAAC room with computer lab is developed. Filtered drinking water facility is provided to students.
9. Promotion of Research culture	9. The involvement of faculty in research was

among faculty members	enhanced as four minor research projects were sanctioned and one Major Research Project was submitted.
10. Strengthening extension activities	10. Value based activities were organized by the college and NSS unit.
11. Student Support	11. Anti-ragging committee constituted, collected online undertaking forms, formulated anti ragging squad, organized workshop to create awareness about ills of ragging and job fair is organized.
12. Active functioning of Student development cell	12. Student development cell conducted new India manthan programme , 2 day workshop on Disaster Management, one day seminar on Personality Development, special guidance for FY BA/B.Com students and successfully implemented Earn and Learn Scheme.
13. Competitive Exam preparation	13. Free of cost NET/SET coaching for M.Com students were conducted.
14. Celebration of annual social gathering.	14. Varieties of cultural activities were organized and students were given prizes for better performance.
15. College magazine publication	15. College magazine is published.
16. Alumni registration	16. Alumni Association is registered and its network is enhanced.
17. Self Study Report preparation	17. All the data and documents required for SSR preparation is provided. SSR is in final stage.

** Attach the Academic Calendar of the year as Annexure.*

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

Management ☒ Syndicate ☐ Any other body ☐ LMC

Provide the details of the action taken

The member of LMC and College management were impressed by the AQAR 2017-18 of the College. An appeal was made for continuous efforts to augment the academic, research and extension activities on a higher scale during the next year. The same was communicated to every department.

Part – B

Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	-	-	-	-
PG	01	-	-	-
UG	03	-	-	-
PG Diploma	-	-	-	-
Advanced Diploma	-	-	-	-
Diploma	01	-	-	-
Certificate	-	03	-	03
Others	-	-	-	-
Total	05	03	-	-
Interdisciplinary	-	-	-	-
Innovative	-	-	-	-

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	03
Trimester	-
Annual	03

1.3 Feedback from stakeholders* Alumni ☒ Parents ☒ Employers ☐ Students ☒
(On all aspects)

Mode of feedback : Online ☒ Manual ☒ Co-operating schools (for PEI) ☐

**Please provide an analysis of the feedback in the Annexure*

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Syllabus revision is as per the norms of Board of Studies of S P P University

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

No

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	11	10	01	-	-

2.2 No. of permanent faculty with Ph.D.

06

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	01	-	-	-	-	-	-	-	-

2.4 No. of Guest and Visiting faculty and Temporary faculty

-	-	-
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2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	13	08	05
Presented papers	13	08	05
Resource Persons	-	-	-

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

Sharing experiences of experts by way of guest lectures and seminars for the students.
Use of internet, field visits, educational visits, group discussion, competitions, etc.
Faculty members are encouraged to use latest technology in teaching learning process
Teachers study materials are shared among the students.

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

180

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

Arts and Commerce faculty evaluation is conducted by term end examination and tutorial writing.

Online tests (MCQ) are conducted by all faculties.

Science faculty undertakes two tests in each term.

Open book exams are conducted for M.Com students.

Internal squad is appointed for more transparent examination.

Internal CAP for first year is conducted with time bound programme and as per guidelines of SPP University.

Home assignments are given to students.

Online exam forms are verified by the faculty members in order to avoid mistakes in hall tickets.

Students' grievances are redressed immediately.

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

06

-

-

2.10 Average percentage of attendance of students

75-80%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
T.Y.B.A.	62	-	04	11	07	33.48
T.Y.B.Com	56	05	17	08	02	57.14
T.Y.B.Sc.	36	01	01	00	00	0.055
M.Com II	27	02	16	04	00	81.8

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

Academic Calendar preparation

Teaching plan is prepared for effective implementation and timely completion of syllabus.

Time-Table for effective implementation of teaching-learning evaluation

Maintenance of Daily diary and weekly worksheets

IQAC focussed on ICT based teaching

Through student performance

Through feed-back from the students and its analysis

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	01
UGC – Faculty Improvement Programme	-
HRD programmes	-
Orientation programmes	-
Faculty exchange programme	-
Staff training conducted by the university	-
Staff training conducted by other institutions	-
Summer / Winter schools, Workshops, etc.	01
Others (Short term programme)	01

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	03	-	01
Technical Staff	-	-	-	01

Criterion – III

3. Research, Consultancy and Extension

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

In order to promote research culture, Academic research Committee (ARC) is formulated which conducts meeting to promote research culture.

ARC guided faculties regarding new API norms.

Regular updates are giving to faculties through Whats App about conferences, seminars, workshops and motivated them to present and publish papers.

In order to motivate faculties, a part of seminar and conference registration fee is reimbursed.

A workshop on research methodology was organized for M.Com students dated 17/11/2017.

Faculties presented and published papers in 13 international, 08 national and 05 state level seminars and 13 papers were published in UGC approved journals.

National Council for Promotion of Urdu language, MHRD Govt. of India has sanctioned Minor Research Project of Rs. 1,0,5000 to Prof. Mubeen Nazeer.

Three Minor Research projects are under consideration by UGC. The acceptance letter is already submitted to WRO (UGC). The names of professors are;

- | | |
|--------------------------|-----------------------------------|
| - Dr. Arif Anjum | - Department of Commerce |
| - Dr. Shakeb Ahmed | - Department of Commerce |
| - Dr. Ansari Naseem Bano | - Department of Political Science |

One day state level seminar was organized by Department of English.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	1		-	1
Outlay in Rs. Lakhs	8.5		-	8.5

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	4	-
Outlay in Rs. Lakhs	-	-	4.05	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	-	29	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings			

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	1	ICSSR	3.4 lakhs	34.lakhs
Minor Projects	4	BCUD/MHRD	4.05 lakhs	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students research projects (other than compulsory by the University)	-	-	-	-
Any other(Specify)	-	-	-	-
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences

organized by the Institution

Level	International	National	State	University	College
Number			1	-	-
Sponsoring agencies			BCUD	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From Funding agency	5 lakhs	From Management of University/College	2 lakhs
Total	07 lakhs		

3.16 No. of patents received this year

Type of Patent	Number
National	-
International	-
Commercialised	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution
who are Ph. D. Guides 03
and students registered under them -

3.19 No. of Ph.D. awarded by faculty from the Institution 0

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF	-	SRF	-	Project Fellows	-	Any other	-
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3.21 No. of students Participated in NSS events:

University level	-	State level	-
National level	-	International level	-

3.22 No. of students participated in NCC events:

University level	-	State level	-
National level	-	International level	-

3.23 No. of Awards won in NSS:

University level	-	State level	-
National level	-	International level	-

3.24 No. of Awards won in NCC:

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

3.25 No. of Extension activities organized

University forum	<input type="text" value="-"/>	College forum	<input type="text" value="11"/>
NCC	<input type="text" value="-"/>	NSS	<input type="text" value="10"/>
		Any other	<input type="text" value="-"/>

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

IQAC distributed books to to MMC Primary schools dated 18/09/2017.

Joy of Giving Week: (Note book distribution to MMC Primary School dated 23/09/2017) – IQAC conducted this programme.

Dept of Economics distributed note books to LVH high school of Malda Shiwar dated 27/11/2017.

Dept of Zoology conducted infectious diseases awareness programme in Municipal Marathi School dated 2/2/2018.

Dept. Of English conducted communication skill for Primary school students at Bodhe village dated 23/2/2018.

Dept of Urdu /Persian organized a talk on women health with female students and neighbourhood women dated 24/02/2018.

Dept of Politics conducted a programme on Aadhar awareness among students and parents at Primary school dated 03/03/2018.

Dept. Of Geography, Maths and Botany celebrated International women's day at Madrasa Sana-ul-Uloom dated 08-03-2018.

Dept. of Commerce distributed foods to homeless beggars dated 19/03/2018.

Dept. Of Chemistry conducted a child labour survey and its report was submitted to Malegaon Municipal Corporation.

Dept of Hindi held a programme on importance of Hindi speaking skills for high school at Nutan Vidyalaya and Junior College – Virane Village.

Other special days like; Yoga day, Teachers day, Republic day, Independence day, Gandhi Jayanti, etc.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	529 sq. Mtr	-	-	529 sq. Mtr
Class rooms	09	-	-	09
Laboratories	-	04	College	04
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	09	01	BCUD , UGC	10
Value of the equipment purchased during the year (Rs. in Lakhs)	-			-
Others	-	-	-	-

4.2 Computerization of administration and library

The administrative system is computerized

The admission, examination and library system are automated with “Vridhi and Pure Study” software.

Admission to all courses are made online.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	15773	1439831	243	42780	16016	1482611
Reference Books	5834	1193749	-	-	5834	1193749
e-Books						
Journals	27	13402	27	13402	54	26804
e-Journals	-	-	6000	7942	6000	7942
Digital Database	-	-	-	-	-	-
CD & Video						-
Others (specify)	-	-	-	-	-	-

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	40	27	02mbps	-	-	05	03	05
Added			50mbps					-
Total	40	27	50	-	-	05	03	05

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

- The College has developed a dedicated computer room for teachers with internet facility.
- The College organizes programmes for faculty members on the theme such as Networking, Android development training for technology up-gradation.
- Wi-Fi service is available in the College.
- During the admission and examination time faculty members guide and assist in filling online forms.

4.6 Amount spent on maintenance in lakhs :

i) ICT	29,663
ii) Campus Infrastructure and facilities	-
iii) Equipments	98,729
iv) Others	
Total :	1,28,392

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

IQAC has played a vital role for student support and progression by appointing various committees in the beginning of the year and respective committee works accordingly. The chairmen of these committees create awareness among students and improve students participation in all these activities.

- ✓ All important circulars are displayed on notice boards and SMS services are activated.
- ✓ Instalment fee payment facility
- ✓ Scholarship schemes of government are effectively implemented.
- ✓ Health check-up for first year students.
- ✓ Earn-while-Learn scheme
- ✓ Industrial visits/ field visits
- ✓ Remedial classes
- ✓ Career guidance and placement cell
- ✓ Women grievances and redressal cell
- ✓ Student grievances and redressal cell
- ✓ Computerised notes for Arts faculty students
- ✓ Personality development programme
- ✓ Students' insurance
- ✓ Anti-ragging committee
- ✓ Enrichment classes for Persian students
- ✓ Skill development programme
- ✓ Student participate inter-collegiate events
- ✓ Gift/donation to sport students in terms of cash

5.2 Efforts made by the institution for tracking the progression

- ✓ Tutorial writing
- ✓ Remedial courses
- ✓ Counselling of academically weak students
- ✓ Internal evaluation
- ✓ Oral Question and Answer
- ✓ Previous years' Question paper solving and discussion
- ✓ Home assignment
- ✓ Group discussion
- ✓ Online test on every subject
- ✓ Feedback from students

- ✓ Current year results are compared with results of previous year and necessary changes are made by faculty members.
- ✓ Faculty members are motivated for better results
- ✓ Tests are conducted on important topics

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
864	57	0	-

(b) No. of students outside the state

(c) No. of international students

Men

No	%
-	-

Women

No	%
-	-

Last Year						This Year					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
303	27	06	514	-	853	456	19	6	440	-	921

Demand ratio

Dropout

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

Free of cost NET/SET guidance classes for M.Com students are conducted.

No. of students beneficiaries

56

5.5 No. of students qualified in these examinations

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

5.6 Details of student counselling and career guidance

Under the career guidance continuous guidance and information are provided to students.

- ✓ Career guidance cell organized guest lectures on competitive exam and its preparation
- ✓ Subject counselling at time of admission

No. of students benefitted

195

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
20	655	207	35

5.8 Details of gender sensitization programmes

Following guest lectures on women centric themes were conducted by women grievances cell.

- ✓ Importance of women education.
- ✓ Gender sensitization 23/09/2017
- ✓ A talk on women health 24/02/2018.
- ✓ Women moral values and self respect. 08/03/2018
- ✓ Women: Health and hygiene – Dr. Pratibha Suryavanshi 08/03/2018

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events =

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	-
Financial support from government	261	3649855
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

Department of Geography created awareness among all stake holders of community about Swachch Bharat Abhiyan. Furthermore, convinced and downloaded Swachch Bharat Abhiyan Mobile App to students, faculty members and other members of society.

5.13 Major grievances of students (if any) redressed: No Major grievance is raised during 2017-18.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:**Quality Improvement**

To facilitate need based education to the students belonging to the economically weak family background and to become pioneer among the rural & urban colleges in providing value based quality education and tapping talent potentials lying in the rural areas to generate human resource equipped with contemporary skills eventually leading to nation building.

Mission:**Personality development of the students**

1. To upgrade the quality of higher education
2. To enable the students to compete in the existing competitive world.
3. To enable them to achieve their overall personality development
4. To inculcate the value of education among the students
5. To provide quality education without discrimination of caste, creed

6.2 Does the Institution has a management Information System

Yes, the institution uses Management Information System (MIS) which efficiently manages examination, administration and library services. The College also uses 'Vridhi' & "Pure Study" software.

Telephonic contacts in emergency cases.

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

6.3.1 Curriculum Development

One year Diploma course in Computerised Accounting & Taxation is introduced under Community College.

Three short term courses namely; Urdu Journalism, Environmental Studies, GST were conducted.

6.3.2 Teaching and Learning

Time-table committee prepares time-table which coordinates all components and ensures effective utilization of College infrastructures.

Preparation of teaching plan and its effective execution

Use of traditional methods in combination with advanced method of teaching is encouraged.

Remedial Classes are organized for weak students including those interested

Persian Department conducted enrichment coaching for bright students

Reinforcement to what students have learned are provided through the activities like field visits, seminars for students, group discussion, essay writing competitions, Tutorial writing, tests, etc.

6.3.3 Examination and Evaluation

For Arts and Commerce faculty, internal evaluation is conducted by term-end examination and tutorial writing.

For Science Faculty, internal evaluation is done by 2 tests in each term.

For M.Com faculty, internal evaluation is based on credit system.

Home assignment are given to students

Examination Committee prepares a common time-table for conducting term-end exam of Arts & Commerce faculty and semester exams of Science faculty.

Every faculty member is actively involved in term-end exam work like senior supervisor and junior supervisor work.

Faculty members are confidentially involved in paper-setting and transparent assessment of term end exam.

Internal squad is appointed for more transparent examination and quality students.

Online test (MCQ) are conducted by Arts & Commerce faculty.

Examination and paper writing guidance are given before term-end exams.

Online exam forms are verified by faculty members in order to avoid mistakes in hall -tickets.

Internal CAP for first year exams are introduced with time bound programme.

Internal term-end exams papers are shown for some subjects to satisfy students and queries are satisfied if any.

Examination and evaluation grievances are redressed immediately.

6.3.4 Research and Development

The College has Academic Research Committee to inculcate and motivate research activity.

Faculty members are encouraged to undertake research projects. One minor research project is sanctioned and other three minor research projects are under consideration.

Faculty members are deputed to attend faculty development programme such as Orientation, Refresher, Short Term Courses along with Conferences, Seminars, Symposia and Workshop.

Computer lab with 24x7 internet facility for researchers is developed.

Library facilities are upgraded by additional learning resources.

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Use of advanced technology is encouraged to make library services more effective and convenient.
2. All the reference books as per the syllabus and text books are purchased and made available to students.
3. E-journals are provided to students.
4. Adequate ICT resources are provided to each department.
5. 2 LCD projectors and two stands are made available.
6. Computer lab is developed.
7. New filtered drinking water facilities is installed for students.

6.3.6 Human Resource Management

Each faculty member is assigned an individual work-load to ensure smooth functioning of teaching-learning process.

Different Committees are framed in the beginning of the term and every faculty member has to work accordingly.

To enhance the quality of teaching-learning faculty member are encouraged to take part in seminars, workshops, conferences, Orientations and Refresher courses for which leave is granted on highest priority. Faculty uses this facility effectively and most of them have attended the same.

The administrative and supporting staffs are encouraged to attain higher qualifications along with their duties on. The punctuality and accountability of the administrative and supporting staff is assured by redressing their genuine grievances, if any. Administrative staffs are granted permission to attend workshop.

6.3.7 Faculty and Staff Recruitment

Regulation and norms of UGC, Government of Maharashtra and SPPU are followed for staff-recruitment.

Conducting class-room demonstration in addition to the formal interview.

Preference is given to those fulfilling basic requirement but have additional qualifications.

6.3.8 Industry Interaction / Collaboration

Industrial visits are conducted and interaction with the manager and owner of the industry is arranged.

6.3.9 Admission of Students

College prospectus is prepared and printed which contains information about programmes available, optional and special courses available, subject combination, eligibility requirements and fees etc.

Admission committee is constituted for Arts, Commerce and Science faculty separately. The respective committee undertakes counselling, guiding for selection of subjects, verification of documents.

Online admission process is followed.

In Commerce faculty, admission is based on merit list.

In Arts and Science faculty admission is based on first come first serve basis.

Student friendly and single window clearance policy is followed.

6.4 Welfare schemes for

Teaching: MGV's Credit Cooperative Society

No-teaching: MGV's Credit Cooperative Society

Students:

Earn-while-Learn Scheme

Scholarship for backward students

Student insurance scheme

6.5 Total corpus fund generated

6.6 Whether annual financial audit has been done Yes ☒ No ☐

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	-
Administrative	Yes	Management	Yes	Management

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

For UG Programmes Yes ☐ No ☒

For PG Programmes Yes ☐ No ☒

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

SPPU uploads Annual Exam question papers and are downloaded by the College Chief Examination Officer by using secrete codes created by the University.

In order to declare results as early as possible SPP University has started online result declaration.

SPP University also introduced credit based system and grading system at PG level.

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

-

6.11 Activities and support from the Alumni Association

Annual Meeting is arranged. Alumni suggestions are welcomed for improvement.

6.12 Activities and support from the Parent – Teacher Association

Parent-teacher meeting is conducted once in a year where parents are made aware about curricular co-curricular and extension activities. Parents are encouraged and convided to support their wards in all these activities.

Parents suggestions are welcomed for improvement

6.13 Development programmes for support staff

Training for support of staff is given from time to time

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

Tree plantation at Municipal School Campus.

Dust –bin are provided at prominent locations in the premises which are cleared regularly.

Vehicle pooling is practiced by several staff-members who resides in the same locality and pick others who resides on the way to the College.

The same practice is also encouraged among the students.

College premises is declared as “No smoking zone”.

No vehicle day is observed on every Saturday.

A programme on “Plastic free campus is organised by Dept. Of Geography dated 09/09/2017.

Installation of polycrystalline solar panels.

Celebration of Geography day on 14/01/2018 and awareness about plantation is created.

Guest lecture on Swachh Bharat Abhiyan is organized and awareness about pollution and its effect are discussed.

Ills of Tobacco chewing programme is conducted dated 29/01/2018

Criterion – VII

7. Innovations and Best Practices

- 7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

College follows online admission process.

Motivate the P.G. Students to take active part in seminar & workshops.

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

All the plans chalked out during the beginning of the year as mentioned in 2.15 in Part A were completed successfully.

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

1- Child labour survey

Objective: To identify the child labourers working in the industries up to 14 years of age and to study the sociological dimensions of the problem of child and adolescent labours.

The Practice: Identification of the Target Group:

The survey covered all the major places where the industries in Malegaon city nearly connected rural area (Dyane Shiwar, Malde Shiwar and Daregaon Shiwar) are situated and where the majority of the child/adolescent labours and their parents i.e. the slum area of the community. The age group was identified from 9 to below 14 years of the boys and girls who are working in the cottage and home based industries and establishments.

To achieve the proper result it was essential to reach to a specific target group at first. The slum was identified as most of the labour lived together according to their community and who worked in a particular industry.

Evidence of Success: The detailed report of the survey work is submitted to Malegaon Municipal Corporation for further study and action. Corporation advised to Municipal Primary schools to visit and enrol the children of these localities. Municipal Corporation is working on this report to take rehabilitation action plan for the child labourer on the Malegaon City.

Challenges: Most of employers and elder people with children did not cooperate with the surveyors. They showed no readiness about offering the name and of the child labour employed under them.

It is difficult to collect information from girl workers, especially muslim girl, who are asked not to talk to any male member of society.

2- Virtual Gyan:

Objective: Virtual Gyan is introduced with the sole aim of quality enhancement in teaching learning process for the student. To provide remote-access to Labs in various disciplines of Science and Engineering and provide e-books, online courses to students to get additional score in their academics.

The Practice: (1)Lecture: -Dr. Arif Anjum discussed the Western and the Indian Ideologies of looking at innovation from the ancient times till the present day. He also introduced the participants to many exclusive examples and challenges in the world at large with reference to Virtual Gyan. He shared his own experiences how and why Western corporations can no longer just rely on the old formula that sustained innovation and growth for decades: a mix of top-down strategies, expensive R&D projects and rigid, highly structured innovation processes. As per him, Innovation argues that the West must look to places like India, China, and Africa for a new, bottom-up approach to frugal and flexible innovation.

(2)Android Apps:

- NPTEL
- E-PG Pathshala
- ShodhSindhu
- MOOCs
- National Digital Library of India
- SWAYAM
- VIRTUAL LAB
- VIRTUALGURU
- SOCRATIVE
- EDMODO

- N-LIST
SWAYAMPBABHA

Evidence of Success:

- The interactive learning through these initiatives enhanced the team spirit, learning capabilities and soft skills of the student.
- Faculty members are using N-list access to e-resources.
- Socrative analysis is done by all the respective departments for internal assessment.
- E PG Pathshala e content is successfully utilized by our PG students.
- Virtual Lab was used to provide remote-access to Laboratories in various disciplines of science for students at all levels from undergraduate.

Challenges:

- The admissions are done as per the merit in commerce faculty. Students from various backgrounds, levels are admitted into the technical courses.
- The learning styles and retention vary across the student fraternity.
- Continuous training on usage of ICT and teaching methodologies is difficult when the class work is in progress.

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

7.4 Contribution to environmental awareness / protection

- Cleanliness drive: Swachch Bharat Abhiyan rally was organized.
- Plantation programme : Every year College undertakes plantation programme
- Environmental Awareness Course: A compulsory course for second year students
- Awareness for plastic free campus is created through the lecture in NSS

7.5 Whether environmental audit was conducted? Yes ☐ No ☒

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

Strength: Well qualified, dedicated and trained staff

Strong teacher-student relationship

Education at low cost

Weaknesses : Students' progression is affected due to lack of language skills.

Participation of alumnae in over-all development of the college is less.

Parents' awareness and attention regarding educational development of their ward is weak.

Lack of land for future expansion of the campus

Lack of land for outdoor sport activities

Opportunities : Continuation of Community College.

Post graduate Courses in Economics & English can be introduced.

Open library facility for alumni and society can be introduced.

To establish a center for coaching 'Competitive Examination'.

Threats : Competition and growth of educational institutions.

Less employability is observed through the conventional courses like B.A., B.Com., hence students migrate towards the professional courses.

8. **Plans of institution for next year**

- (1) To face NACC in 3rd cycle.
- (2) Focus on 'Student Centric' teaching-learning process for all-round personality development.
- (3) Development of additional infrastructure.
- (4) To introduce new certificate courses by every department.
- (5) To achieve quality excellence in all activities.

Name: Dr. Hamdani Rizwana M.J.

Name: Prin Shivanand C Hale

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

**MAHATMA GANDHI VIDYAMANDIR'S
ARTS, COMMERCE & SCIENCE COLLEGE
MALEGAON CITY 423 203 – DIST. NASIK**

ACADEMIC CALENDAR Year (2017-18)

Month & Date	PARTICULARS
June 2017	1st Term : 15-6-2017 to 21-10-2017
	Prospectus and Admission form preparation
	Admission process
June 17	Term beginning meeting of the staff-members
	Formation of various committees and distribution of work
	Academic calendar preparation
	Academic planning of all departments
June 21	International Yoga Day - (NSS)
	Weekly meeting (Department of Commerce)
	Community College – Advertisement and meeting (Department of Commerce)
July 2017	Admission process continue
	Regular teaching of all Departments
July 01-July 07	Van Mahutsau (NSS)
July 03	Loknete Vyankatrao Hiray Punyatithi (Office)
July 11	World population day (Dept of Economics)
	Subject counseling (Department of English)
	Selection of students for inter-college competition (Dept. of Physical Education)
	Brief history of Indian Classical Languages (Persian)
	NSS forms distribution
	NSS list finalization
	Regular activities planning (NSS)
	Remedial classes on every Saturday (Persian English Hindi)

	ARC Meeting
	Subject-wise practicals (Department of Commerce)
	Notice for Earn-While-Learn Scheme
	Guest Lecture on GST (Department of Commerce)
	Formation of Alumni Association
	Formation of Women Grievances Cell
	Selection of Students' for Earn-While-Learn Scheme
	Commerce weekly meeting / subject wise practical
	Formation of IQAC
	I Card Distribution
	Munshi Premchan Jayanti (Department of Urdu)
	Monthly meeting of Academic Calendar
August 2017	Participation of players in various competition and routine practice (Gymkhana Department)
	Student Council Notice (SWO)
	Student Council meeting and formation of Students' Council (SWO)
	Meeting of Women Grievances Cell
August 10	IQAC Meeting - First Meeting
August 12	Rangnathan Jayanti (Library)
	Submission of NSS list and Regular Activities planning (NSS)
August 15	Independence Day celebration (NSS)
	Competitive Exam Guidance Cell- Inaugural Function
August 22	Seminar on Introduction to GST - Dept of Commerce & Dept of Economics
August 24	Inaugural Function of NSS
August 26	Seminar for students "Humerous Aspects of Poetry" Dept of Urdu/Persian/Hindi
August 30	Workshop on "A Proposed Plan of AQAR 2017-18" (IQAC Cell)
	National Sports Day (Dept. of Gymkhana)
	Students Grievances Cell Meeting

August 31	Regular functioning of Earn-While-Learn Scheme
	Parents Meeting
	Tutorial writing of all Department
	Seminar on Effects of GST on Textile Industry - Community College
August 31	Monthly meeting of Academic Calendar Activities
September 5	Teachers' Day celebration (NSS)
September 8	International Literacy Day (NSS)
	Guest Lecture (Department of Politics)
September 14	Commencement of various tournaments (Department of Physical Education)
	Medical examination of students (Dr. Shagufta Ansari)
	Inauguration of English Literary Association (Department of English)
	Hindi Day
	Departmental seminar (English)
September 18	Industrial visit (Department of Commerce/Economics)
	Modern Banking Practices - Guest lecture
	Guest lecture - Personality Development Programme (Department of Commerce)
	Bahishal Activities as per the schedule
	NSS Regular Activities continue
	Essay writing Competition (Department of Urdu/Hindi)
	Subject wise practicals (Department of Commerce)
	Regular functioning of Earn-While-Learn Scheme
	Magazine committee meeting
September 27	Examination meeting - mid semester exam
	Monthly meeting of Academic Calendar Activities
October 2017	Swach Bharat Abhiyan (NSS)
October 02	Gandhi Jayanti and Lalbahadur Shastri Jayanti celebration (NSS)
October 10	IQAC Meeting

October 10	Group Discussion of M.Com students (Dept. of Commerce)
October 11	Guest lecture on "Personality Development" (Dept of Commerce)
October 11	Presentation of M.Com students (Dept. of Commerce)
October 12	Virtual Gayan (Dept. of Commerce)
October 14	Guest lecture on "Swachch Bharat - Mission Programme" Dept of Geography
October 15	Vachan Divas - Dr. A.P.J. Kalam
	Group discussion (Department of Politics)
	Interview skills (Department of English)
	Article writing and discussion on current topics of Economics
	Test and tutorials of all departments
	Regular teaching of all departments
	Examination supervision
	Monthly meeting of Academic Calendar Activities
	Diwali Vacation 15/10/2017 to 12/11/2017
	IInd Term : 13-11-2017 to 30-04-2018
November 2017	Karmveer Bhausahab Hiray Punyatithi (Office) 06 November
November 13	Workshop on "Assessment & Accreditation Revised Guideline"
November 15-16	Art of Paper Writing, Examination Guidance (Exam Department)
	Lecture series on 'Virtual Gayan'
November 17	One day seminar on "Research Methodology for M.Com Student" Dept. of Commerce
November 18	Extension activity "Book distribution" (Department of Economics)
November 27	Extension activity "Note-Book distribution" (Department of Economics)
	Terms End exam supervision and IInd term planning
	Paper checking and result preparation for Internal Exam
Terms End Examination	
December 2017	Term end exam

December 05	7 Days NSS camp
	Regular Teaching of all Departments
	Guest lecture on literature (Persian/ Urdu/ Hindi)
	Group discussion (Management skill) SYB.Com.
	Skill Development -Speaking (English)
	Group discussion (concept of Marxism & Democracy)
	Term end internal CAP
	ARC Meeting
	Seminar on "Office-Administration"
	Commencement of a course in Urdu Journalism (Dept of Urdu/Persian)
December 14	Guest lecture on "Energy Conservation" (Dept of Geography)
December 22	Mathematics Day
December 30	Examination of Community College (Department of Commerce)
	Regular functioning of Earn-While-Learn Scheme
	Late Renuka Aaji Hiray Jayanti
	Subject wise practicals (Department of Commerce)
	Organization of Job-Fair (Placement Cell Committee)
	Monthly meeting of Academic Calendar Activities
January 2018	Commencement of Environmental Awareness Course
January 01	Field Visit (Weather Station and GPS Survey) Dept of Geography
January 03	Swaitrybai Phule Jayanti (Office)
	IQAC Meeting III
	Commencement of English Speaking Courses (SWO)
	Preparation of students for participation in elucation/debate competition (Dept of Urdu/Persian)
	special Guidance Classes (SWO)
	Guest lecture - Taxation (Department of Commerce)
	Group discussion (Dept of Urdu/Persian)

January 14	Geography Day
January 25	Poem recitation competition (Dept of Urdu/Persian/Hindi)
January 25	One-Minute talk show of M.Com students (Dept of Commerce)
January 25	On-line exam training programme
January 25	Training Programme on "Online Assessment Programme"
January 26	Republication day celebration (Office)
January 29	Tobacco Awareness Programme (Dept of Geography)
January 31	Singing competition for Boys
January 31	Annual Social Gathering for Girls
	Subject wise practicals (Department of Commerce)
February 2018	Regular teaching of Environmental Awareness Course
February 01	Annual Social Gathering for Boys
February 05	Budget (Union budget 2017-18) discussion (Department of Economics)
February 05	Guest lecture on Modern Banking Practices (Department of Economics)
February 05	Poster competition of World Wide Currencies (Department of Economics)
February 06	Seminar on Intellectual Property Rights (Dept. of Commerce)
February 06	Poster presentation on Harvesting (Dept of Geography)
February 06	Maharaja Sayajirao Gaikwad punyatithi (Office)
February 10	University foundation day (Office)
	A lecture on Effective communication techniques (Dept of English)
February 17	Smt. Renukabai B. Hiray punyatithi (office)
February 19	Shivaji Maharaj Jayanti
February 24	Seminar on "Human Rights" (Dept of Commerce)
February 24	A talk on Women Health (Dept of Urdu/Persian)
February 25	Guidance on Project Writing for M.Com students (Dept of Commerce)
	Disaster Management programme (SWO)
	Personality Development (SWO)

	Women Cell Activities.
	Budget preparation for NSS
	Budget preparation of SWO
	Subject wise practicals (Department of Commerce)
	Regular functioning of Earn-While-Learn Scheme
	Extension activities of all departments.
	Online tests (All Departments)
March 2018	Karmveer Bhausaheb Hiray Jayanti (Office) (01 March)
March 03	Guest lecture on Urdu/English Vocabulary (Dept of Urdu/Persian)
March 03	Guest lecture on Aadhar Awareness Programme in Municipal School (Dept of Politics)
March 08	International Women's Day Celebration (Women Grievances cell)
March 10	Environmental Awareness Course examination
March 12 & 13	Exam guidance programme for Arts and Commerce Students
March 17	IQAC Meeting
	Annual Examination meeting
	Practical exams (Department of Commerce)
	Paper assessment and result preparation of Environmental Awareness Course
	Exam preparation (All department)
April 2018	Examination SY/TY - B.A./B.COM/B.Sc. (Exam Department)
April 14	Dr. Babasaheb Ambedkar Jayanti (office)
April 23	World Book Day (Library)
April 24	Loknete Vyankatro Hiray Jayanti (Office)
May 2018	Maharashtra Day/Labour Day - 1st May

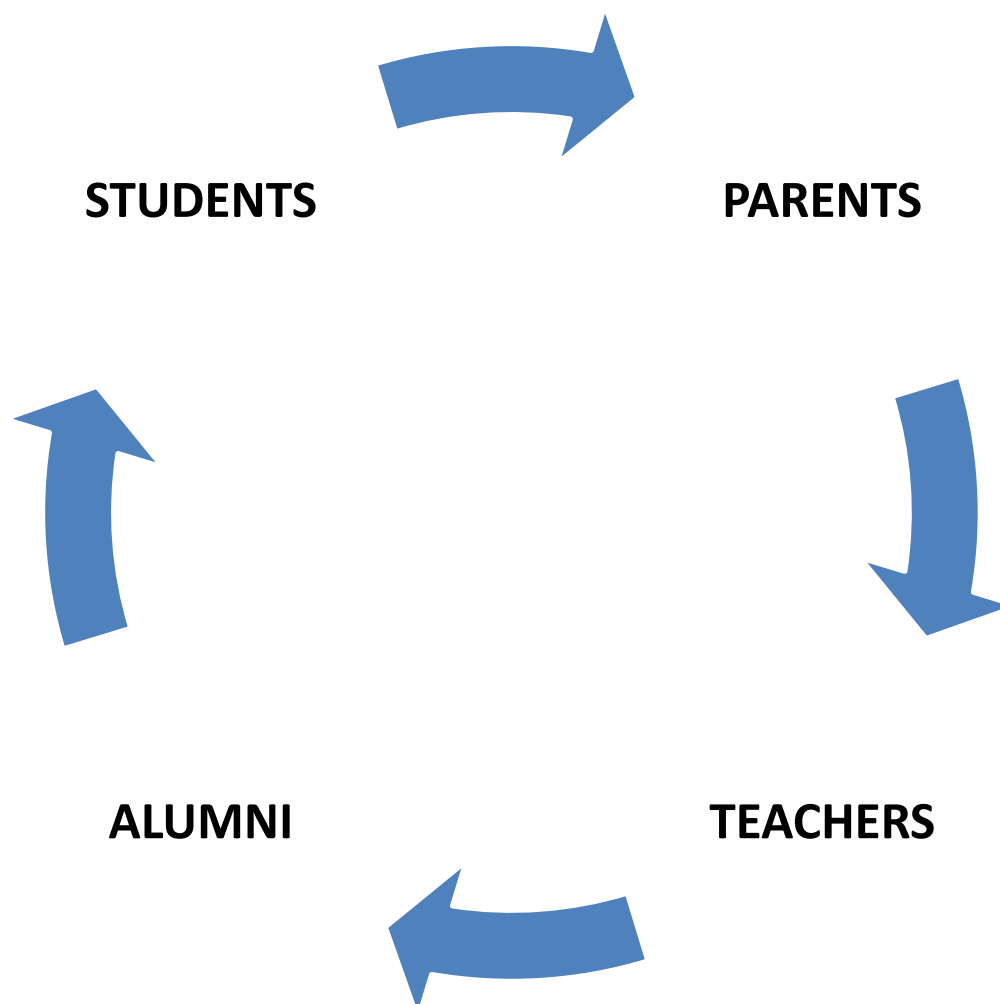
MAHATMA GANDHI VIDYAMANDIR'S

ARTS, COMMERCE & SCIENCE COLLEGE

MALEGAON CITY 423203

2017-18

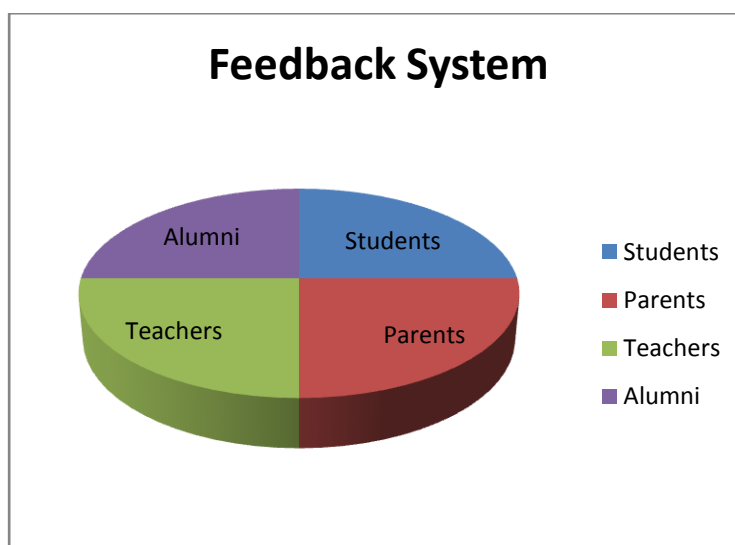
FEEDBACK REPORT



Feedback Report

The educational system in the world has stakeholders in an institution the stakeholders are students, Teachers, Parents, Alumni. An educational institution focuses on quality improvement. Teachers brings transformation in students and students play vital role in learning communities. The quality improvement requires views and opinion of stakeholders and for the purpose every stakeholder is asked for feedback. A feedback form for each stakeholder is prepared and was get filled up and online also, provided on website.

As per NAAC Criteria Feedback Consist of Employers Report Also.



Feedback is designed on different parameters for each stakeholder.

The analysis of feedback of each stakeholder i.e students, Parents, Teachers, Alumni is given in each stakeholders' feedback.

STUDENTS' FEEDBACK REPORT

Objective & Feedback :

For assessment of students' views and opinions as they are stakeholder of higher education like government management & teachers in educational system and play the role in quality enhancement in particular with all the stakeholders, we achieve their feedback on different parameters. Every year students are asked to fill-up feedback form. As students are the most vital component of the educational spectrum we do have respect and value their views and opinions.

Process Adopted for Feedback:

In academic years (2017-18) students were provided feedback form to fill up.

Design of Feedback

Feedback was designed on five key scales for rating as

- 1. Very good*
- 2. Good*
- 3. Fair*
- 4. Satisfactory*
- 5. Unsatisfactory*

Parameters were given on course and about college. Areas assessed were seven on course twelve about college.

Analysis of Feedback:

Feedback data responses obtained by students for each parameter on course & about college are indicated as percentage the overall rating percentage in a year's duration for each academic year is also shown.

Students Feedback analysis:

Academic Year 2017-18

It is observed that in Academic year 2017-18 the responses of students about different parameters were good 24% & fair 25% for regularity & punctuality of teachers, well explanation of concepts has fair 24% and availability of teacher was high at 27% fair & satisfaction with course 27%.

About college parameter responses were for library, reading material satisfactory 27%, library staff assistance Good 28% cleanliness and maintenance of college premises fair 30% curricular activities fair 29% & 30% curricular activities fair 29% & 30% satisfactory for extra-curricular activities.

The overall rating indicated the responses as very good 18%, Good 20% fair 24%, satisfactory 26% & only 12% show unsatisfied.

Suggestion of Students:

- 1. Most of the time the suggestion was for issuing books for longer duration.*
- 2. Up gradation & increased number of books in library were from science stream.*
- 3. More sanitization of washroom during exam period.*

Action Taken Report

<i>Sr. No</i>	<i>Point of Discussion</i>	<i>Action taken</i>
<i>01</i>	<i>Parameter 8 about Drinking water facility in college</i>	<i>Students opted feedback scale Good 24% & satisfactory 27% installation of modern equipped water purifier has been made</i>
<i>02</i>	<i>Parameter 9 about cleanliness and maintenance of college premises</i>	<i>Students opted feedback scale Fair 30% & Satisfactory 26% Full time Sweeper is recruited for cleanliness</i>
<i>03</i>	<i>Special courses (certificate courses) should be brought instead of regular teaching</i>	<i>Certificate courses in environmental Studies ,GST & Urdu journalism are introduced</i>
<i>04</i>	<i>Suggestion of Elocution and debate competitions for Stage daring</i>	<i>Every year Students Participate in debate and Elocution Competetion after well preparation at various events.</i>

Feedback Outcome

On the whole students feedback reflects their satisfaction on high scale. Rating on different parameter, indicate they are highly satisfied on the course parameters & the responses about syllabus completion 28% on an average & regularity and punctuality of teacher indicates the responses as fair 30% .

Students rated about course satisfaction. It is observe that they have fair rating 24% in interest generated by teacher.

Students rated infrastructure of the college as good 32% on an average. The majority students have given good responses to cuccular activities, reading, material & curricular activities, reading, material & library assistance and office staff assistance and support. Girls common room is also showing fair responses. Students also responses good on drinking water facility and satisfied on grievances its redressal students also have their responses high on cleaners of college & premises as fair on an average 23%. It is observed that students have their high satisfactory remarks as 30% on extracurricular activities, sports and assistance in this regard & playground is made available hiring another institutes ground. On analyzing the feedback received by students it is observed that students are highly satisfied with course and infrastructure of college. Some suggestions were also dropped about play-ground but overall there is high satisfaction as college administration makes efforts to provide it. On the whole students are highly satisfied by course and college.

As students are the most vital component of the educational spectrum they had some suggestions also and are satisfied by college & teachings implementation of suggestions. The authorities does have honor to students.

Analysis of Students Feedback

<i>Academic Year</i>	<i>Parameter</i>	<i>Very Good</i>	<i>Good</i>	<i>Fair</i>	<i>Satisfactory</i>	<i>Unsatisfact ory</i>
2017-18	<u>Feedback on Course</u>					
	1. Whether the teacher was punctual and regular to class	14%	24%	25%	21%	15%
	2. Concepts were explained well	17%	21%	24%	23%	16%
	3. Interest generated by the teacher	22%	19%	22%	23%	15%
	4. Syllabus was completed in time	19%	21%	21%	28%	11%
	5. The teacher was easily available	16%	23%	27%	16%	17%
	6. My satisfaction with the course is	17%	20%	23%	23%	17%
	7. Overall Rating	15%	21%	25%	26%	12%
	<u>Feedback about College</u>					
	1. Physical infrastructure of the college.	13%	23%	20%	26%	17%
	2. Reading material and Journals are available in the college library.	19%	20%	24%	27%	10%
	3. Support and assistance of the library staff.	17%	28%	27%	28%	11%
	4. Support and assistance of the office staff of the college.	20%	28%	20%	24%	8%
	5. Girls common room (only for female students)	11%	27%	28%	16%	17%
	6. Amenities and assistance provided at the college sports ground.	10%	17%	28%	31%	15%
	7. Fulfilling the duties and responsibilities of Grievance	14%	19%	26%	28%	13%

	<i>(Complaint) Redressal committee</i>					
	<i>8. Drinking water facilities.</i>	22%	24%	24%	27%	19%
	<i>9. Cleanliness and maintenance of college premises.</i>	8%	21%	30%	26%	15%
	<i>10. Curricular activities conducted in college</i>	20%	23%	29%	18%	10%
	<i>11. Extra-curricular activities conducted in college</i>	17	17%	27%	30%	9%
	<i>12. Overall rating</i>	18%	20%	24%	26%	12%

PARENTS' FEEDBACK REPORT

Parents Feedback Report

Objective of Feedback

For assessment of parents satisfaction in dispensing of the services of college survey was conducted annually. Up till five years. Each year parents are asked to fill-up a feedback form to have the glance how the college could improve on different parameters. As the feedback are by parents we do respect, value and confidentiality.

Process Adopted for Feedback

In each academic year (2017-18) parents were asked to complete or fill up the Online or printed feedback form (provided by college). Filling up was made voluntary.

Design/Frame of Feedback

The feedback collected included rating of key services on a four point scale:

- 1. Excellent*
- 2. Very good*
- 3. Good*
- 4. Satisfactory*
- 5. Fair*

Areas assessed were on fourteen parameters

- 1. Admission Process*
- 2. Teaching Faculty*
- 3. Teaching Learning Process*
- 4. Work Culture*

5. *Academic Discipline*
6. *Extension Activities*
7. *Career Guidance*
8. *Infrastructure*
9. *Student Support*
10. *Information Accessible*
11. *Library*
12. *Examination results are declared in time*
13. *Parental Pride and respect for the college*
14. *Positive change in the ward*

Suggestions, comments, opinions were also asked from the parents.

Analysis of Feedback

Feedback was collected and the data was obtained for each parameter and responses were shown as percentage of total number. The overall rating percentage is also computed for every academic year duration.

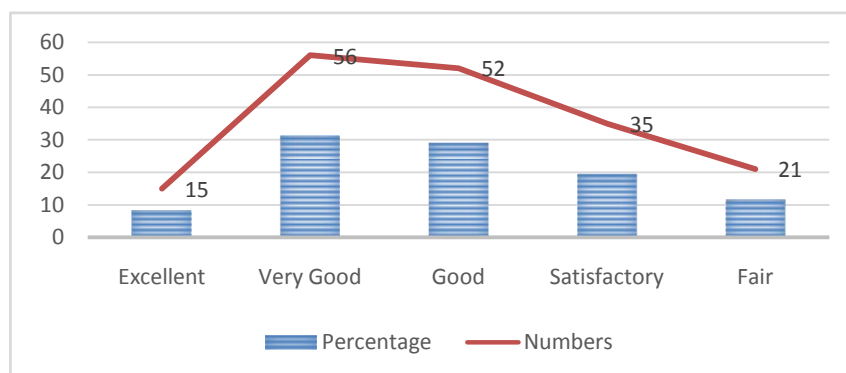
Parents Feedback Analysis

Academic Year 2017-18

It is observed that the parameters of overall rating are related by parents showing as Excellent 13%, Very Good 22%, Good 28% , Satisfactory 29% and Fair 7%.

	Parents Feedback					
	1. Admission Process	8%	31%	29%	20%	12%
	2. Teaching Faculty	8%	31%	28%	27%	6%

Response	Percentage	Numbers
<i>Excellent</i>	8	15
<i>Very Good</i>	31	56
<i>Good</i>	29	52
<i>Satisfactory</i>	20	35
<i>Fair</i>	12	21
Total	100	179



Suggestions of the Parents

1. *More books on current topic in library especially in science subject.*
2. *More washroom for students in science campus*

Action Taken Report

<i>Sr. No</i>	<i>Point of Discussion</i>	<i>Action taken</i>
<i>01</i>	<i>Parameter 10 information accessibility</i>	<i>Parents opted feedback scale Good 28% and very Good 30% information's are displayed on Notice board SMSs are sent to students. At times individual contacts are made</i>
<i>02</i>	<i>Communication skill should be improved</i>	<i>Programmes are conducted on communication skill</i>
<i>03</i>	<i>Should be parent teacher interaction</i>	<i>Planned for next academic year</i>

Feedback outcome

The feedback response by parents mostly indicated high satisfaction rate about different parameters. Major ratings were for admission process. Teaching faculty, work culture, parental pride and respect for the college.

The majority of the parents had their satisfactory opinion about positive change in their ward and opting this college for admission because they also got educated from this college and found it a turning point to make their lives.

Parents also have given good ranking in teaching learning process and extension activities.

Parents rated to student support highly and about academic discipline.

High ratings were also given to examination declaration & library.

Parents expressed their opinions as high satisfaction about infrastructure appreciating the difficulties about gaining wider premises but expressed their satisfaction and happiness about location as being situated in the heart of the city. Some comments were about laboratory to be upgraded. Parents were highly satisfied by information accessibility also.

Some positive comments were about teacher student like co-operative, caring and proficient.

The analysis of feedback received in accordance with parents over the course of time, it is observed that parents are mostly satisfied by college and also are satisfied at great extent in teaching learning, academic discipline, student support, exam and other related matters, and have been showing high degree satisfaction on implementations of some of the suggestion made by them.

Parents Feedback Analysis

Academic Year	Parameter	Excellent	Very Good	Good	Satisfactory	Fair
2017-18						
	1. Admission Process	8%	31%	29%	20%	12%
	2. Teaching Faculty	8%	31%	28%	27%	6%
	3. Teaching Learning Process	17%	22%	28%	25%	8%
	4. Work Culture	11%	26%	34%	22%	7%
	5. Academic Discipline	8%	25%	32%	28%	7%
	6. Extension Activities	7%	27%	32%	24%	9%
	7. Career Guidance	9%	30%	25%	27%	9%
	8. Infrastructure	6%	33%	34%	18%	9%
	9. Student Support	9%	30%	28%	25%	7%
	10. Information Accessible	12%	34%	28%	19%	7%
	11. Library	9%	27%	33%	23%	7%
	12. Examination results are declared in time	6%	33%	28%	25%	7%
	13. Parental Pride and respect for the college	9%	28%	26%	27%	8%
	14. Possitive change in the ward	9%	31%	28%	23%	7%
	15. Overall rating	13%	22%	28%	29%	7%

TEACHERS' FEEDBACK REPORT

Objective of Feedback:

The educational system in world has stakeholders in an institution. Teacher is also main stakeholder like learners (Students). Educational institution focus on quality improvement. Teachers bring transformation in students and play a vital role in learning communities. The views and opinions of teachers, also have equal importance, for the purpose teachers are also asked to fill up feedback form every year.

Process Adopted for Feedback:

In Academic year (2017-18) teachers were asked to fill printed feedback form and forms are also available as website.

Design of Feedback:

Feedback was designed on five key scales for rating as

- | | | |
|-----------------------------|--------------------------|--------------------------------------|
| <i>1) Strongly Disagree</i> | <i>2) Disagree</i> | <i>3) Neither agree nor Disagree</i> |
| <i>4) Agree</i> | <i>5) Strongly agree</i> | |

Areas assessed were on twenty seven parameters.

Apart from views and opinions suggestion were also asked from teachers.

Analysis of Feedback :

The data obtained for each parameter by teachers shows the responses in percentage. The data of over all job satisfaction in the college obtained also shows the responses in each academic years & is computed.

Teachers Feedback Analysis

Academic Year 2017-18

Among the parameters for rating teachers responses for overall job satisfaction in the college rated responses on disagree 3%, neither agree nor disagree 22%, agree 50% & strongly agree 25%, 56% agree response lies down for the parameter "College provides adequate and smooth support for projects and research facilities & strongly agree 22%.

Teachers rating fall high as 65% agree for need based syllabus frame, syllabus has clear and well stated aims & objectives 69% and 59%, agree response lies for both parameters, freedom for adopting new techniques strategies of teaching such as seminars, presumptions', group discussions 7 freedom for adopting new technique/strategies of testing & assessments of students.

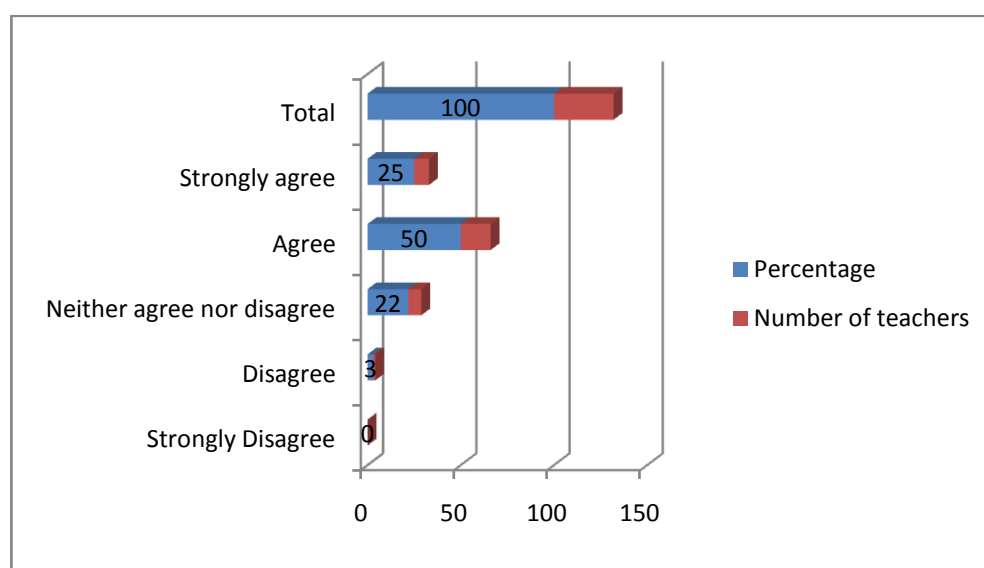
Teacher friendly administration shows responses as Agree 36%, strongly Agree 31 Neither agree nor disagree 24% & disagree 9%.

Parameter regarding adequate & smooth support for projects & research facilities high rated responses as Agree 56% & 22% strongly Agree & 16% neither agree nor disagree.

TA,DA registration fees for seminars shows agree 41% & strongly and fair professional development shows rating 59% agree & college facilitate to participate in seminar and conference to participate in seminar and conference shows 59% Agree & 41% strongly agree.

The overall job satisfaction in the college

Response	Percentage	Number of teachers
<i>Strongly Disagree</i>	0	0
<i>Disagree</i>	3	1
<i>Neither agree nor disagree</i>	22	7
<i>Agree</i>	50	16
<i>Strongly agree</i>	25	8
Total	100	32



Action Taken Report

Sr. No	Point of Discussion	Action taken
01	<i>The parameter about freedom to adopt new techniques /strategies of testing and assessment of students and papers</i>	<i>The teachers opted feedback scale strongly agree 32% & agree 59%. Group discussion and question answer method are arranged. Written tests are conducted. New techniques are adopted for online test like Socratic</i>
02	<i>Written tests be conducted monthly</i>	<i>Planned for tests to be conducted every month</i>

Feedback Outcome

Feedback responses from the teachers on an average show high satisfaction rate on different parameters. Teachers rated very high on syllabus effectiveness & need base objectives syllabus has good balance between theory and practical & interest generated by teacher.

It is also observed that high satisfaction rate is about on reference books & material & syllabus has competency in analyzing problems & identifying solutions.

Majority of teachers have given very high ranking about transparent and teachers friendly administration.

Teachers have high satisfaction rating on over all job satisfaction in this institution. High ratings by teachers was also given to providing adequate funding & support by college for upliftment of teacher's skills & qualifications.

It is observed on analyzing the feedback received by teachers over the course of five years that teachers are highly satisfied by job & administration of college, funding for conferences and seminars and course/syllabus & freedom for adopting new techniques in teaching and conducting text.

Some suggestions also were made by teachers and are under consideration within legitimate criterion.

Teachers Feedback Analysis

Academic 2017- 2018	Parameter	Strongly Disagree	Disagree	Neither agree nor disagree	Agree	Strongly agree
1	<i>Syllabus is effective to the course.</i>	0%	9%	16%	44%	31%
2	<i>Syllabus was framed on “need based” objectives.</i>	0%	13%	19%	65%	3%
3	<i>The Syllabus has clear and well stated Aims and objectives.</i>	0%	6%	16%	69%	9%
4	<i>The aims and objectives can be achieved.</i>	0%	13%	13%	53%	21%
5	<i>Syllabus content is followed by corresponding reference materials.</i>	0%	13%	22%	44%	21%
6	<i>Sufficient numbers of prescribed books are available in the Library.</i>	3%	16%	9%	38%	34%
7	<i>The course/syllabus has good balance between theory and practical.</i>	0%	3%	31%	59%	7%
8	<i>The syllabus is capable in terms of skill, knowledge and analytical abilities</i>	0%	13%	25%	56%	6%
9	<i>The course/syllabus has made me interested in the subject area.</i>	0%	3%	13%	47%	37%
10	<i>The course/syllabus of this subject increased my knowledge and perspective in the subject area.</i>	0%	0%	13%	59%	28%
11	<i>Optional papers are relevant to course.</i>	0%	9%	22%	47%	22%
12	<i>The books prescribed/listed as reference materials are relevant, updated and appropriate.</i>	0%	6%	22%	56%	16%
13	<i>Infrastructural facilities, such as teacher’s rooms/carrels, class rooms, reading room and toilets are</i>	13%	6%	25%	45%	15%

	<i>available in the Department/Building.</i>					
14	<i>The syllabus has competency in analyzing problems and identifying solutions.</i>	0%	9%	37%	41%	13%
15	<i>Tests and examinations are conducted well in time with proper coverage of all units in the syllabus.</i>	0%	6%	16%	44%	34%
16	<i>I have the freedom to propose, modify, suggest and incorporate new topics during the teaching of the syllabus.</i>	0%	13%	16%	58%	13%
17	<i>I have the freedom to adopt new techniques/strategies of teaching such as Seminars, presentations, group discussions and learners' participations.</i>	0%	0%	13%	59%	28%
18	<i>I have the freedom to adopt/adapt new techniques/strategies of testing and Assessment of students.</i>	0%	0%	9%	59%	32%
19	<i>The environment in the college is conducive to teaching and research.</i>	3%	6%	34%	38%	19%
20	<i>The administration is teacher friendly</i>	0%	9%	24%	36%	31%
21	<i>The college provides adequate and smooth support for projects and research facilities.</i>	0%	6%	16%	56%	22%
22	<i>The college provides adequate funding and support to faculty members for upgrading their skills and qualifications.</i>	0%	6%	16%	50%	28%
23	<i>Provisions for professional development are non-discriminatory and fair.</i>	0%	0%	13%	59%	28%
24	<i>The college facilitate to participate in seminars and conferences.</i>	0%	3%	13%	62%	22%
25	<i>The college facilitate and encourage to present papers in national and international conferences.</i>	0%	0%	0%	59%	41%

26	<i>T.A.D.A, Registration fees and other expenses for seminars and conferences are paid on time</i>	<i>0%</i>	<i>3%</i>	<i>9%</i>	<i>41%</i>	<i>47%</i>
27	<i>The overall job satisfaction in the college</i>	<i>0%</i>	<i>3%</i>	<i>22%</i>	<i>50%</i>	<i>25%</i>

ALUMNI FEEDBACK REPORT

ALUMNI FEEDBACK REPORT

In Educational system Alumni are also one of the stakeholders. Alumni association is an important source of Feedback. The alumni with their experience in the real world outside the academia are able to give a genuine status report of the course and the institution. And for their views and opinion, they are also asked to fill up feedback form which is provided both in printed form and made available online provided on websites each year.

Process Adopted for Feedback.

Alumni members were asked to fill-up the feedback form provided to them is academic years (2017-18).

Design of Feedback:

Feedback was designed on five key scales for rating as 1) Excellent 2) Very Good. 3) Good 4) Satisfactory and 5) Fair.

Areas assessed were on seventeen parameters apart from views and opinion.

Analysis of Feedback :

The data obtained from Alumni indicates the responses in percentage. The overall data of each Academic year is also computed.

Alumni Feedback Analysis

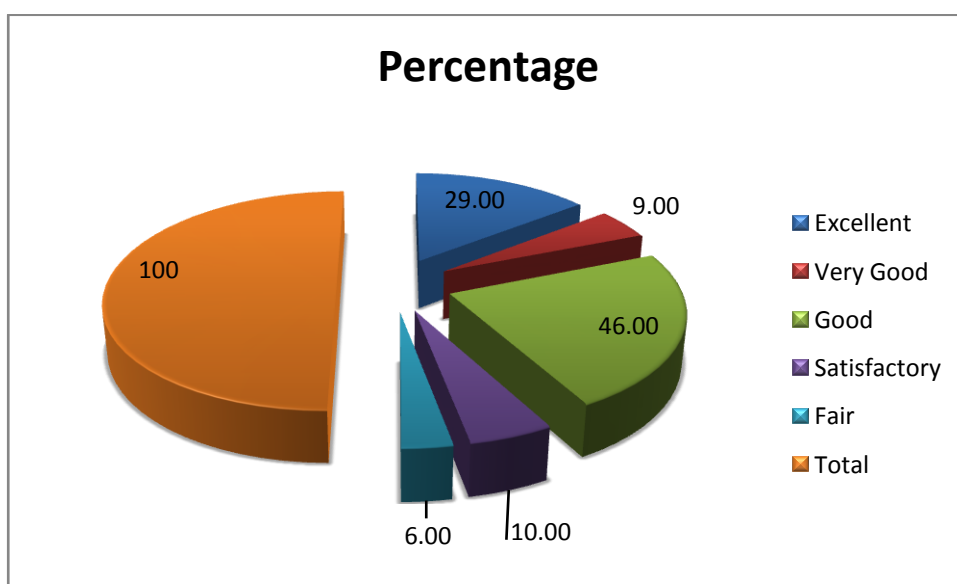
Academic Year 2017-18

It is observed that Alumni in Academic year 2017-18 have rated high and responses are excellent 34% for teaching faculty examination & evaluation is also high as 25% excellent.

Student support practices response is good 35%, cleanliness 49% Good 22% show satisfactory response about infrastructure, other parameters are ranging between showing the responses as 29% to 49%. The overall rating shows responses as Excellent 29%, Very Good 9% Good 46%, Satisfactory 10% & Fair as 6%.

*Over-all
rating*

Response	Percentage	Number of teachers
<i>Excellent</i>	29.00	20
<i>Very Good</i>	9.00	6
<i>Good</i>	46.00	31
<i>Satisfactory</i>	10.00	7
<i>Fair</i>	6.00	4
Total	100	68



Action Taken Report

<i>Sr. No</i>	<i>Point of Discussion</i>	<i>Action taken</i>
<i>01</i>	<i>Parameter 11 career guidance cell</i>	<i>Alumni opted feedback scale satisfactory 35% good 32%. Guest lectures are arranged for career guidance. Pamphlets based on the topic are displayed on notice board</i>
<i>02</i>	<i>Suggestion of upgradation of laboratory</i>	<i>Fire extinguisher is provided science laboratory</i>
<i>03</i>	<i>Parameter 16 office staff</i>	<i>Alumni opted feedback scale satisfactory 21% very good 26% and good 44% office staff helps appropriately with admission process, issuing and transfer certificate and other forms submission like scholarship etc.</i>
<i>04</i>	<i>Alumni meet</i>	<i>Planned for next academic year.</i>

Feedback Outcome:

Feedback responses from the Alumni as on average show high satisfaction rate on different parameters. Alumni rated very high on admission process. Teaching learning process teaching faculty and support materials.

It is observed that high satisfaction rating is about career guidance, support materials for students and guest lectures. Administration and governance is also showing high satisfaction rate.

Alumni have high satisfaction on seminars field & trip and course content delivery.

It is observed on analyzing the feedback received by Alumni over the course five years that Alumni are highly satisfied by the administration of instinte, governance for students, admission process, teaching learning process, students, admission process, teaching learning process, students, support practices and office staff. They have also satisfaction on examination and evaluation and on co-curricular activities.

Alumni Feedback Analysis

2017-2018

<i>S.No.</i>	<i>Particulars</i>	<i>Excellent</i>	<i>Very Good</i>	<i>Good</i>	<i>Satisfactory</i>	<i>Fair</i>
1.	<i>Admission process</i>	1%	35%	46%	6%	12%
2.	<i>Administration and governance</i>	12%	29%	49%	4%	6%
3.	<i>Teaching faculty</i>	34%	29%	25%	9%	3%
4.	<i>Teaching learning process</i>	29%	22%	36%	13%	0%
5.	<i>Support materials</i>	4%	13%	32%	33%	18%
6.	<i>Overall academic satisfaction</i>	3%	37%	25%	26%	9%
7.	<i>Course content delivery</i>	21%	36%	25%	15%	3%
8.	<i>Examination and evaluation</i>	25%	32%	35%	8%	0%
9.	<i>Co-curricular activities like guest lectures, seminar, field trips, etc</i>	16%	40%	26%	12%	6%
10.	<i>Over-all extension activities</i>	12%	22%	54%	12%	0%
11.	<i>Career guidance cell</i>	3%	24%	32%	35%	6%
12.	<i>Library</i>	19%	13%	29%	21%	18%
13.	<i>Infrastructure</i>	1%	9%	21%	22%	47%
14.	<i>Cleanliness in college premises</i>	7%	19%	49%	12%	13%
15.	<i>Student support practices</i>	3%	37%	35%	18%	7%
16.	<i>Office staff</i>	9%	26%	44%	21%	0%
17.	<i>Over-all rating</i>	29%	9%	46%	10%	6%