



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

<b>1.Name of the Institution</b>		Mahatma Gandhi Vidyamandir's Arts, Science and Commerce College Surgana, District Nashik 422211
• Name of the Head of the institution		Prin. Dr. Chandrakant G. Dighavkar
• Designation		Principal and Associate Professor
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		02593299220
• Mobile no		7066031167
• Registered e-mail		principalsurgana@ymail.com
• Alternate e-mail		drrybhandare@gmail.com
• Address		Mahatma Gandhi Vidyamandir's Arts, Science and Commerce College Surgana, District Nashik 422211
• City/Town		Surgana Nashik
• State/UT		Maharashtra
• Pin Code		422211
<b>2.Institutional status</b>		
• Affiliated /Constituent		Affiliated
• Type of Institution		Co-education

• Location	<b>Rural</b>																		
• Financial Status	<b>UGC 2f and 12(B)</b>																		
• Name of the Affiliating University	<b>Savitribai Phule Pune University Pune</b>																		
• Name of the IQAC Coordinator	<b>Dr. Ravindra Yadav Bhandare</b>																		
• Phone No.	<b>02593299220</b>																		
• Alternate phone No.	<b>02593299220</b>																		
• Mobile	<b>8855939556</b>																		
• IQAC e-mail address	<b>iqacsurgana16@gmail.com</b>																		
• Alternate Email address	<b>drrybhandare@gmail.com</b>																		
<b>3.Website address (Web link of the AQAR (Previous Academic Year))</b>	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/AQAR%202020-21.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/AQAR%202020-21.pdf</a>																		
<b>4.Whether Academic Calendar prepared during the year?</b>	<b>Yes</b>																		
• if yes, whether it is uploaded in the Institutional website Web link:	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/1.%20A.%20Academic%20Calender%202021-22.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/1.%20A.%20Academic%20Calender%202021-22.pdf</a>																		
<b>5.Accreditation Details</b>																			
<table border="1"> <thead> <tr> <th>Cycle</th> <th>Grade</th> <th>CGPA</th> <th>Year of Accreditation</th> <th>Validity from</th> <th>Validity to</th> </tr> </thead> <tbody> <tr> <td><b>Cycle 1</b></td> <td><b>C</b></td> <td><b>61.45</b></td> <td><b>2004</b></td> <td><b>16/02/2004</b></td> <td><b>15/02/2009</b></td> </tr> <tr> <td><b>Cycle 2</b></td> <td><b>B</b></td> <td><b>2.14</b></td> <td><b>2017</b></td> <td><b>27/11/2017</b></td> <td><b>26/11/2022</b></td> </tr> </tbody> </table>		Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to	<b>Cycle 1</b>	<b>C</b>	<b>61.45</b>	<b>2004</b>	<b>16/02/2004</b>	<b>15/02/2009</b>	<b>Cycle 2</b>	<b>B</b>	<b>2.14</b>	<b>2017</b>	<b>27/11/2017</b>	<b>26/11/2022</b>
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<b>6.Date of Establishment of IQAC</b>	<b>16/06/2005</b>																		
<b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b>																			

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Faculty	UGC FIP	UGC	2021-2022	221412
Institutional 1	SWF Grant	Savitribai Phule Pune University, Pune	2021-2022	395075
Institutional 1	Earn and Learn Student Welfare	Savitribai Phule Pune University, Pune	2021-2022	11830
Institutional 1	NSS	Savitribai Phule Pune University, Pune	2021-2022	126250

<b>8. Whether composition of IQAC as per latest NAAC guidelines</b>	<b>Yes</b>
<ul style="list-style-type: none"> <li>Upload latest notification of formation of IQAC</li> </ul>	<a href="#">View File</a>
<b>9.No. of IQAC meetings held during the year</b>	<b>3</b>
<ul style="list-style-type: none"> <li>Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>	<b>Yes</b>
<ul style="list-style-type: none"> <li>If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>	No File Uploaded
<b>10. Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>	<b>No</b>
<ul style="list-style-type: none"> <li>If yes, mention the amount</li> </ul>	
<b>11. Significant contributions made by IQAC during the current year (maximum five bullets)</b>	
1. Staff / Faculty were encouraged to publish research articles with	

UGC CARE peer reviewed Journals.

2. All the departments and Staff members are motivated for Faculty enrichment (patents/copyrights), Organization and participation in Internships/Seminars/Conferences/Webinars for student and faculty enrichment and bridging the gap between traditional pedagogy and contemporary requirements.

3. Academic Calendar for the Academic Year 2021-22 was made more comprehensive to include diverse activities and its successful implementation was monitored by the IQAC.

4. Institutional Social Responsibility and outreach activities were organized with local public involvement.

5. Suggestions made for the improvement in the infrastructure as per the requirement and as per the regional needs the proposals for new courses.

**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
Designing of Academic calendar	The Academic Calendar for the session 2021-22 was made more comprehensive and was successfully executed.
Regular Meetings of IQAC	IQAC has conducted four meetings in this academic year which helped for the planning and quality enhancement
Focus on Institutional social and outreach activities	NSS and Student Welfare Department has organized many activities during the session.
Organization of Internships/Seminars/Conferences/Webinars for faculty enrichment and bridging the gap between traditional pedagogy and contemporary requirements	Various programmes organized under IQAC like Seminars, Webinars and Bridge course
To organize various Quizzes, Competitions, Poster presentations in the institute.	All the departments arranged poster presentations on different subjects like Chemiad, Kavya vachan, quiz, Avishkar etc.
To arrange Industrial visits, Field visits as per the curriculum prescribed by the university.	For experiential learning the department of History, Marathi, Geography, Botany, Zoology and Chemistry organized field visits and industrial visits as per requirement.
To Promote faculty and Students for Research.	Institute promotes students and faculty for research. As a result our teaching faculty published 60 research papers in different Journals. Apart from this students also present research paper in Avishakar Competition.
Preparation and analysis of students' database of the current academic year	Student database was prepared (General/SC/ST/OBC/DIVYANG ), gender distribution of students

	and other details have been analyzed
Promotion of plastic free environment	Cleaning campaign and awareness with the initiatives of IQAC and NSS.
To organize extension activities that will have visible, tangible impact in the adopted village.	IQAC and NSS have successfully organized many extension activities in the adopted village, Khokari which have visible impact. • Tree plantation • Clean and green campus and village • AIDS Awareness • Road Safety Awareness Rally, Workshop • Awareness regarding Importance of education for girls and women • Nirbhay Kanya Abhiyan • Street Play • Vishakha Samiti
To conduct Feedback	Feedback from various stakeholder like students, teachers, Parents, Alumni and Employers was collected, analyzed and accordingly action was taken.
To sign MOU'S and linkages with various Industries and Educational institutes.	During 2021-22 institute signed 10 MoUs and linkages with reputed institutes and all are functional.

**13. Whether the AQAR was placed before statutory body?**

Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	03/02/2023

**14. Whether institutional data submitted to AISHE**

Year	Date of Submission
2021-2022	04/01/2023

### 15. Multidisciplinary / interdisciplinary

The Institution is affiliated to Savitribai Phule Pune University, Pune. The University adopted the CBCS pattern. As per the CBCS pattern, the university offers several self learning and value based non CGPA courses of interdisciplinary nature. Physical Education is the non credit course for First year students of all disciplines. 'Environmental studies' for second year students and 'Indian Constitution' is non credit course for final year's students of all disciplines and Human Rights, Cyber Security and Skill development for PG courses. Our University is likely to implement NEP 2020 and will offer multidisciplinary courses. As per the regulations and guidelines of university we will follow the same.

As per National Educational Policy 2020, the College is preparing to have more of multi-disciplinary subjects, as it tries to identify the programme learning outcome along with courses and unit learning outcome that define the specific knowledge, skills, attitudes and values. The college is planning to integrate Bachelor of Education (B.Ed) with Arts, Science and Commerce Streams.

### 16. Academic bank of credits (ABC):

The Academic Bank of Credit (ABC) is going to implement by the Savitribai Phule Pune University to facilitate academic excellence of students as per the National Education Policy 2020. We are also adopting the NEP policy guidelines for the appropriate credit transfer. The college has been following the Choice Based Credit System pattern in UG PG level as per Savitribai Phule Pune University guidelines. The university has communicated the college about the necessary action for implementation of ABC. The college is appointed the Nodal officer for implementation of NEP 2020. The faculties of our college provide the guidance to the stakeholders regarding the same. The University and college is conducting the workshop/ seminar for implementation of NEP and ABC.

### 17. Skill development:

The institute has adopted a policy to run skill development programmes for the holistic development to strengthen the requirement of 21st century skills. The college has running 6 Career Oriented Courses under UGC NSQF Community College scheme like Beauty and Wellness, Hospitality and Tourism, Banking and Finance, Clinical science and medical lab technology, Analytical chemistry techniques

for pharmaceuticals and Dress designing and tailoring . These skill based courses were successfully completed during the last five years. We are also interested in developing new skill development programmes for the upcoming years. Soft Skill development programmes are organized by the college under Savitribai Phule Pune University.

**18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)**

The college is actively engaged in spreading the rich heritage of our country and traditional knowledge in the fields of arts, literature and culture. We adopted two language systems for running the programmes of UG and PG. We use English as global language and Marathi as a state / regional language in our curriculum. We have Marathi literature specialization at UG and PG level. All the Humanity subjects are taught in Marathi language. To preserve and spread Indian culture and tradition we organized various activities such as traditional, tribal days celebrations, mehendi, rangoli, tribal folk dance, singing, poetry reading and various tribal festivals and Marathi Bhasha Savardhan etc. We inculcate Indian culture and values through the participation of students in college, university level competitions.

**19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):**

Our institute has adopted the CBCS pattern of Savitribai Phule Pune University Pune since 2019-20 for UG and PG Programs. As per CBCS guidelines, the university reconstructed the syllabi of all the programmes. In restructured programmes, the university included the courses, programmes outcomes and programme specific outcomes and their attainments. We are engaging the student regarding the course and program outcomes at the end of the academic year. We verify these outcomes by various attainment methods.

**20.Distance education/online education:**

The students are encouraged to participate in the online courses through different online learning platforms like SWAYAM, NPTEL etc.

The college has a Yashvantrao Chavan Open University center named YCMOU study center which facilitates students for distance open learning courses.

The college conducted online lectures and webinars for the students through Zoom, Google Meet, etc.platform.

Almost all faculty members have their Google Classroom accounts for effective content sharing for students' learning.

## Extended Profile

### 1.Programme

1.1	282
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 2.Student

2.1	1213
Number of students during the year	

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

2.2	1500
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

2.3	302
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

### 3.Academic

3.1	24
Number of full time teachers during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

3.2	31
Number of sanctioned posts during the year	

File Description	Documents
Data Template	<a href="#">View File</a>

<b>4.Institution</b>	
4.1	14
Total number of Classrooms and Seminar halls	
4.2	1966196.99
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	40
Total number of computers on campus for academic purposes	

## 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 follows the curriculum prescribed by the Savitribai Phule Pune University. The Institute has a plan of action and means to strengthen the teaching-learning process in the following ways:

1 The faculty prepares their individual Academic and teaching plan which is included in the academic calendar.

2 "Induction Program" for the newly admitted students orienting students.

3 Experts guest lecturers are organized to give exposure of the current trends and the latest subject knowledge.

4 Faculty members take efforts to complete the syllabus within time.

Students feedback is collected at the end of each semester.

5 Periodic meetings of IQAC take stock of the progress of teaching and learning where progress of the delivery of curriculum is regularly monitored.

6. Adopting new and innovative teaching techniques and employing learner-centric techniques (Google Classrooms, you tube channel), peer learning, group discussion in the delivery of the academic courses.

7 Mentor-Mentee is implemented for identifying problems of the students regarding academic, social and financial issues.

8 Academic Audit is effectively implemented.

9 Faculty members are motivated by content creation. Below is the list of contents developed by various course owners for their respective courses.

<https://www.youtube.com/@somnathpawde9318>

<https://www.youtube.com/@vinayakkadam1027>

<https://www.youtube.com/@agneskharat8521>

<https://www.youtube.com/@SagarPalwePrachitiFoundation>

<https://youtube.com/@chemistrywithbagulsir1083>

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	Nil

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

In the form of an academic calendar, the schedule of the internal examination is determined at the beginning of the semester. The

institution conducts continuous evaluation and assessment in accordance with the University's curriculum requirements.

Our college follows the Academic Calendar issued SPPU, Pune. It clearly delineates schedule for teaching, examination, semester break and vacations. College makes its own calendar of events which is communicated to all stakeholders. Academic calendars are uploaded on college website. Aforementioned information is reinforced during collegiate and departmental orientation of new students. Principal conducts meetings with Teacher (s), faculty members, Convenors of committees & societies, and non-teaching staff to ensure smooth execution of scheduled activities. For conducting effective Continuous Internal Evaluation, teachers prepare teaching schedule, tests and assignments in accordance with time table and academic calendar. Students are informed in advance about deadlines for assignments, dates for tests and presentations, and criteria of assessment. Students are also informed about their internal assessment before marks are uploaded online. Multiple assessments are taken, with the aim of making learning a continuum and creating opportunities for students' growth.

File Description	Documents
Upload relevant supporting document	<a href="#">View File</a>
Link for Additional information	<a href="https://drive.google.com/file/d/10aMu5eLE9HMF12GT81IOzuvjRBXgRtd/view?usp=share_link">https://drive.google.com/file/d/10aMu5eLE9HMF12GT81IOzuvjRBXgRtd/view?usp=share_link</a>

**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**

**A. All of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

## 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

4

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View File</a>
Institutional data in prescribed format (Data Template)	<a href="#">View File</a>

### 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)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template )	<a href="#">View File</a>

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

149

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View File</a>

### 1.3 - Curriculum Enrichment

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

Institute integrates crosscutting issues relevant to professional ethics, gender, human values, environment and sustainability into the curriculum. Actually, the Savitribai Phule Pune University decides the syllabus and college has to follow it. But in this limitations college do its best for above said issues. Some of the steps taken are below:

##### 1. Gender:

The committee for Woman Antiharassment, VISHAKHA and internal complaint committee organizes programs on Organization of Rangoli competition, hemoglobin check up camp, Nirbhay Kanya Abhiyan, Gender Audit, Woman Empowerment, Women's Day, Save girl child and Child marriages, etc.

##### 2. Environment and Sustainability:

Promotion through tree plantation, village cleaning, soak peats, plastic free drive, Invited talks are organized on biodiversity, environment and sustainability. Activities such as Cleaning at hospitals. Celebration of World Environment Day, Ozone day. Initiative in Swachh Bharat Abhiyan and Tree plantation programs which are introduced by the Indian Government.

##### 3. 3. Human Values and Professional Ethics:

Programs conducted under N. S. S, Student welfare, and Political science department help to inculcate human values among students. Guest lectures on value education have been organized for students. National festivals like Maharashtra Day, Independence Day and Republic Day serve as a platform to enliven patriotic and moral values.

File Description	Documents
Any additional information	<a href="#">View File</a>
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View File</a>

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

7

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	<a href="#">View File</a>
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	<a href="#">View File</a>

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

402

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	<a href="#">View File</a>

### 1.4 - Feedback System

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

A. All of the above

<b>Teachers Employers Alumni</b>	
File Description	Documents
URL for stakeholder feedback report	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/Feedback%20Report%202021-22.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/Feedback%20Report%202021-22.pdf</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
<b>1.4.2 - Feedback process of the Institution may be classified as follows</b>	<b>A. Feedback collected, analyzed and action taken and feedback available on website</b>
File Description	Documents
Upload any additional information	<a href="#">View File</a>
URL for feedback report	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/Feedback%20Report%202021-22.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/Feedback%20Report%202021-22.pdf</a>
<b>TEACHING-LEARNING AND EVALUATION</b>	
<b>2.1 - Student Enrollment and Profile</b>	
<b>2.1.1 - Enrolment Number Number of students admitted during the year</b>	
<b>2.1.1.1 - Number of students admitted during the year</b>	
<b>1213</b>	
File Description	Documents
Any additional information	<b>No File Uploaded</b>
Institutional data in prescribed format	<a href="#">View File</a>
<b>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)</b>	
<b>2.1.2.1 - Number of actual students admitted from the reserved categories during the year</b>	

1184

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	<a href="#">View File</a>

## 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 students admitted in our college are coming from economically backward sections and communities of the society. Most of the students are from backward category.

After admissions college adopts a process to identify slow and advance learners among students. Advanced learners and slow learners are identified as per their responses in the class room as well as the performance in the Unit test, internal examinations.

Home assignments and projects are given to the students. Students are motivated to take part in various competitive examinations, quiz competitions, debates, cultural events, Avishkar Competition, Seminar and poster presentation, field workas per their syllabus.

Following are the activities carried out for students:

Slow learners:

- Individual counseling.
- Remedial Coaching
- Extra notes.
- Group discussion session.
- Internal examination process.
- Encouragement in NSS, Sports and academic activities.
- Extra library books guidance

**Advance learners:**

- Advance notes
- Seminar sessions
- Participative learning sessions i.e. Self Discipline Day & Teachers Day
- Experimental learning sessions i.e. Industrial Tour, Field visits
- Projects
- Group discussion sessions
- Internet facility is provided as per students need and interest
- Advance questions papers, Old question papers
- Avishkar research festival participation
- The college conducts various activities such as Cultural, NSS, and Sports to develop their overall personality.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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

Number of Students	Number of Teachers
1213	24

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

**2.3 - Teaching- Learning Process**

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

**Response:**

Faculty members guide the students in their final year projects & monitor their progress at a regular interval. Students are also encouraged to sent their research papers for publication in UGC CARE listed Journals and conference proceedings. Faculty members monitor their academic performance and counsel them regarding their performance, apart from regular teaching.

**Experiential learning & Participative learning:**

Students are given special training programmes such as Computer training, Personality development; Spoken English classes etc. in order to face industry based needs. They are encouraged to take up Industry related projects under the supervision of the teacher/mentor & selected projects are also encouraged for submission in different competitions. To give better exposure to industries the college has entered into MOUs with different organizations.

**Problem Solving Methodologies:**

To keep the students motivated for higher studies, research and government jobs & to enhance their practical problem ability, special training programs are organized at regular intervals for competitive exams and higher studies.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	<a href="https://asckrc.weebly.com/e-classes.html">https://asckrc.weebly.com/e-classes.html</a>

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

The integration of computers and communications i.e. Information and Communication Technology (ICT) offers unprecedented opportunities to the education systems with its capacity to interact over a wide geographic area. The following tools are used by the Institute-

1. Projectors- Projectors are available in different classrooms / labs
2. Desktop and Laptops- Arranged at Computer Lab and Faculty cabins .
3. Auditorium /Seminar Room- It is digitally equipped with a mike, projector, cameras and computer system.
4. Printers- They are installed at Labs, HOD Cabins etc.
5. Photocopier machines & Scanners - Multifunction printers are available at all prominent places in the institute.
6. Online Classes: Online classes are conducted through Zoom, Google Meet, Microsoft Team, Google Classroom etc.
7. Digital Library resources are also available.
8. Video Conferencing- Students are counseled with the help of Zoom/ Google meet applications.
9. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of Google Forms.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View File</a>

### 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

24

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	<a href="#">View File</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View File</a>
Mentor/mentee ratio	<a href="#">View File</a>

### 2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View File</a>

**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**

10

File Description	Documents
Any additional information	No File Uploaded
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)	<a href="#">View File</a>

**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**

393

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	<a href="#">View File</a>

**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.

Being affiliated to Savitribai Phule University, Pune the college adheres to syllabus prescribed by the university, The examination department coordinates internal and external exams as per the examination schedule of affiliating University. Institution also adopts continuous internal evaluations to assess all aspects of student's development on a continuous basis throughout the year. Internal assessment in college is so transparent that every student has an idea about the standard internal evaluation process of the theory & practical subjects.

Due to covid 19 pandemic situation Internal/ Term end examinations were conducted for UG students through online mode in first term in the form of multiple choice question base as in final university examination so that students get an idea about paper format and need of coverage of answer in each section .

Continuous Internal Assessment is done by Teachers through their interaction with the students throughout year including one or more mechanism. For PG students seminars, projects dissertation, group discussion, study tours and visit report are compulsory activities engaged throughout the year . Reforms like earning compulsory ten credits for courses on cyber security/ information security, human rights and online skill development are also introduced by the college.

File Description	Documents
Any additional information	<a href="#">View File</a>
Link for additional information	<a href="https://mgvsurganasr.kbhgroup.in/images/pdf/Internal%20Assessment%20Policy.pdf">https://mgvsurganasr.kbhgroup.in/images/pdf/Internal%20Assessment%20Policy.pdf</a>

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

**Departmental Level:** The continuous evaluation is carried out by faculty regarding theory, practicals, assignments, unit tests. The concerned teacher will resolve the discrepancy in question paper, mark allocation, correction, and then necessary corrections are made.

**College Level:** The Institute appoints a Senior Supervisor for conduction of examinations. If students are facing any problems, they are solved by the institution Chief Examination Officer. The grievances during the conduction of online/ theory examinations are considered and discussed in consultation with the Principal and if

necessary forwarded to the university by examination section.

Redressal of grievances at University level: The queries related to results, corrections in mark sheets, other certificates issued by university are forwarded to University Examination sections through the college examination section. Students are allowed to apply for revaluation, recounting and challenged evaluation by paying necessary processing fee to university if they are not satisfied with the university evaluation through college.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	<a href="http://exam.unipune.ac.in/Pages/Ordinances.html">http://exam.unipune.ac.in/Pages/Ordinances.html</a>

## 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.

We follow the Program Outcomes (POs) defined by National Board of Accreditation (NBA), New Delhi and are to be fulfilled by all the programs in higher education. The Course Outcomes (COs) for each subject is available in university syllabus or defined by concerned faculty member in consultation with other faculty teaching the same subject and Hod.

The POs, PSOs and COs are available on college website and are also communicated to students, teachers and other staff by displaying at following location:

- Departmental Laboratories
- College corridors
- Staff room
- Course files.

The COs is also disseminated to students through faculty announcements to the students during the beginning of each semester and from time to time during the entire semester.

Link on website:

[https://mgvsurganasr.kbhgroup.in/images/newpdf/3.%20POs,%20PSOs%20\\_%](https://mgvsurganasr.kbhgroup.in/images/newpdf/3.%20POs,%20PSOs%20_%)

20COs

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/3.%20POs,%20PSOs%20%20COs">https://mgvsurganasr.kbhgroup.in/images/newpdf/3.%20POs,%20PSOs%20%20COs</a>
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View File</a>

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

Our institute has adopted outcome based education mechanism to ensure the attainment of course outcome and program outcomes. The objective and outcomes are properly mapped for testing and evaluation of students so that PSO's are attained through the competency mapping in terms of knowledge and skills.

The Departments adopt both direct and indirect methods of assessment to ensure attainments of PO's and CO's.

Direct Assessment methods

- Internal Test
- Group discussion
- Laboratory performance
- Student projects
- Assignments
- Semester Test
- Term end theory result

The score of this assessment is taken into account for evaluation CO's.

Indirect Assessment Methods

- Feedbacks
- Alumni survey
- Co-curricular activities
- Extracurricular activities

Feedback mechanism is used to improve Teaching learning process in

outcome based education. Internal assessment is the requirement of the continuous assessment and is essential for the fulfillment of the COs and PO's. There is an internal examination committee that deals with the effective implementation of the evaluation reforms regarding the attainment of course outcomes and programme outcomes.

Besides, the institute also tries to attain the course outcomes and program outcomes by conducting the activities such as cultural activities, N.S.S, Red Cross ,Career Counseling, Personality Development Program, and Communication Skills, organizations of Scholarly Lectures, Health Awareness Programs etc.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

422

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View File</a>
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://mgvsurganasr.kbhgroup.in/pdf/sss%202021-22.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)**

0.0

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)	<a href="#">View File</a>

**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**

04

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

**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)	<a href="#">View File</a>
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

Our college encourages students to gain knowledge through innovations and involvement in creative ideas along with an academic knowledge system. They are given a chance to develop entrepreneurship-related skills and come up with productive and constructive ideas. In the academic year of 2021-2022, several departmental-level curricular and extra-curricular activities, and events organized by various departments of the college to helped in building a bridge between students, faculty members, and industry/organizational level experts to create an ecosystem for innovation and creative transfer of knowledge. Soft skill development cell, Placement cell, Student welfare cell, Grievence redressal committee, vishakaha samiti for girls are formed for various activities.

In order to promote a research culture among employees, staff, and students, a committee for research and development was established. Faculty members were given the opportunity to participate in summer research fellowships and training programmes in order to expand their knowledge and present their research at national and international seminars, workshops, and conferences. IPR, research, and data management seminars and lectures were given by eminent scientists and subject matter experts from a range of disciplines.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

02

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
List of workshops/seminars during last 5 years (Data Template)	<a href="#">View File</a>

### 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

08

File Description	Documents
URL to the research page on HEI website	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/Ph.%20D.%20Guide%2021%2022-combined.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/Ph.%20D.%20Guide%2021%2022-combined.pdf</a>
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>

#### 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

36

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	<a href="#">View File</a>

#### 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

11

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	<a href="#">View File</a>

### 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

MGV's Arts Science and Commerce College is committed to and has ensured to share its knowledge and experience with society. Towards this end, we encourage our students to participate in various activities inside and outside the college in society. Various National Days are observed by spreading awareness in the surrounding residential areas, and students travel to schools and commercial areas and perform related activities. Our NSS unit, hold regular camps in various places to conduct National Drives. Students Participated in extracurricular activities as part of their social responsibility requirements for the Public and Health Scheme. The students were involved in educating the public about immunization, the value of wearing masks, and how to maintain social distancing throughout the pandemic. As a civic-minded educational institution, our college gave away masks and hand sanitizer to the neighborhood. Additionally, lectures were delivered to the neighborhood as part of outreach efforts to educate the populace on the importance of social values and good hygiene during pandemics. The pupils learn about social justice, values, accountability, and sustainability most of all.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

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	<a href="#">View File</a>
Number of awards for extension activities in last 5 year (Data Template)	<a href="#">View File</a>
e-copy of the award letters	<a href="#">View File</a>

**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**

09

File Description	Documents
Reports of the event organized	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	<a href="#">View File</a>

**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**

529

File Description	Documents
Report of the event	<a href="#">View File</a>
Any additional information	<a href="#">View File</a>
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	<a href="#">View File</a>

### 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

5

File Description	Documents
e-copies of related Document	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	<a href="#">View File</a>

#### 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

01

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

## 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.

**1Classrooms:** There are 12 classrooms 2 Sminar hall. The College functions in two shifts.

**Laboratory:** Total Labs = 6

2 Administrative office: Seperate administrative building is available. A separate office is allocated to College Examination Officer (CEO).

3 Seminar Hall: with ICT facilities present. It is allocated for the public and government purposes:

4. Sport facility: All sports facilities present in the campus are mainly used for sports education, training, competition and used by college students and staff.

5 Free green gym available.

6 Library: Library membership is provided to all students and staff with Identity card. Library Committee is functional and functions as per SOP. Reading room is available.

7 Canteen facility is available..

8 Parking: Parking shed is available for staff and students.

9 The class rooms and Laboratories have fans and ventilation. Labs, furniture like desks, chairs and tables are cleaned to provide a hygienic environment. All laboratories are ICT enabled.

10 Campus 360 software developed by Hiray Media and Technology Pvt. Ltd. Nashik for office automation.

11 All departments are ICT enabled. The library is automated with Campus 360 Software. College library provides e-journal e-books, e-databases through N-list programme of Inflibnet to students and teachers.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.

Sports/Games: Diverse sports facilities are provided to the students within the campus focusing sports as one of the extracurricular activities. The College is committed to create a balanced atmosphere

of academic, cultural and sports activities for the overall personality development of the students. Various sports competitions such as Intracollege, Intercollegiate, Interuniversity, etc help in developing team spirit in students.

**Outdoor Games:** The College caters to the needs of all major outdoor sports events with ground and track facilities.

**Indoor Games:** Table tennis, carom, chess and other indoor sports are provided to students in the college campus.

**Gymkhana:** Gymkhana has been provided in an area of 300 sq.ft room. In addition to these students are encouraged to take up field events.

**Cultural Activities & Yoga:** The College also encourages students to participate in various cultural activities and Yoga activities to make the students expert in their fields of interest. The college conducts various cultural activities like Annual day, Cultural gathering and other celebrations in which students exhibit their talents.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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.**

14

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View File</a>

**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)**

579827

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	<a href="#">View File</a>
Upload Details of budget allocation, excluding salary during the year (Data Template	<a href="#">View File</a>

**4.2 - Library as a Learning Resource**

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

Name of LMS Software: Campus 360

Nature of automation: Fully automated

Version : 1.0

Year of Automation:2020

Membership: Library membership is provided to every student and staff. By using the member's data library generates the ID card for the member and the library management software will generate a Barcode for the member which will be helpful for book transactions.

Bar code: Barcode generated by system while registration of Library member for library card and accession process for books.

Book circulation: This library automation software helps to keep track of all the existing books. There is a unique Id for every user and unique accession number for books. A Library can define the number of books that can be issued to a specific member in the system. There is a renewal limit after which members have to return the book or pay the fine.

OPAC: Library (Online Public access catalog) provides search options for the student by Title, Author, Publisher, Book Editor, Edition Year, and Subject.

**Library Module: Book Accession, Serial control, Circulation, Reports and OPAC.**

The library staff manages the entire stock of the library very quickly and conveniently with the help of Campus 360 library management System.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for Additional Information	Nil

**4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources**

**A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	<a href="#">View File</a>

**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)**

**21505**

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

**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

115

File Description	Documents
Any additional information	<a href="#">View File</a>
Details of library usage by teachers and students	<a href="#">View File</a>

#### 4.3 - IT Infrastructure

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

Our institute frequently updates its IT facilities including Wi-Fi, LAN, Softwares and hardwares. College has purchased broadband collection LAN Network connection from MahaNet internet service agency Surgana, with bandwidth speed of 100 Mbps. College has an Internet Cell for network access to students and teachers with 10 computers. College administrative building and campus are WiFi enabled. College Knowledge Resource Centre has developed KRC Website and Android app for information deployment and online library service to its users. The College has installed solar power off grid and UPS backup to overcome interruption or power failure situation. The college is using Campus 360 Software for office automation, online Admission process, Examination process etc. Departments are allotted with LCD projector K-yan and computer equipments like desktop computers, printers, internet connections, wi-fi, LAN etc. The library is automated, using Campus 360 Software. College library provides e-journal e-books, e-databases through N-list programme of Inflibnet to students and teachers. Upgradation of software and hardware and maintenance of ICT facilities is done by the Dnyanai Computers, Surgana and IT Department of Mahatma Gandhi Vidyamandir, Panchvati Nashik.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Paste link for additional information	Nil

##### 4.3.2 - Number of Computers

35

File Description	Documents
Upload any additional information	<a href="#">View File</a>
List of Computers	<a href="#">View File</a>

**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	<a href="#">View File</a>

#### 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)**

579827

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts	<a href="#">View File</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View File</a>

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

Maintenance of Classrooms is done regularly by support staff and the electrician. Classroom engagement Schedule is decided by time table committee.

Maintenance of Laboratories equipment and instruments is done by the laboratory assistants.

The Head and time table committee decides the allocation of the laboratories according to batches.

**Sports facilities:** The play ground and maintenance of Gymkhana is done by support staff. Grounds are cleaned and maintained regularly.

**Library:** The Library cleaning is done by the library attendants and pest control is in place to protect the library books. Minor repairs are done by the library staff.

**Utilization:** The Need based maintenance of building and furniture is done by estate department. The college campus is under constant 24-hour CCTV surveillance. Separate parking is available for students and staff. The Garden is maintained by peons and students from "Earn and learn" scheme. The college also provides canteen facility for students and staff on the campus at reasonable rates.

**Electrical Maintenance:** The maintenance of generator, solar system and UPS is regularly done. Electrical maintenance is done with the help of 'electricians' appointed by institute and major work is outsourced to local skilled agencies.

File Description	Documents
Upload any additional information	<a href="#">View File</a>
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

831

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	<a href="#">View File</a>
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)	<a href="#">View File</a>

**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**

02

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

**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**

**A. All of the above**

File Description	Documents
Link to Institutional website	Nil
Any additional information	<a href="#">View File</a>
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View File</a>

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

72

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

72

File Description	Documents
Any additional information	<a href="#">View File</a>
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	<a href="#">View File</a>

**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	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View File</a>

**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**

00

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	<a href="#">View File</a>

### 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

30

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	<a href="#">View File</a>

### 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

00

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

### 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.**

07

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

**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 )**

Students are represented actively in academic and administrative bodies like IQAC, CDC, Student welfare Association, Student Grievance Redressal Cell, Anti Ragging Cell, etc. Student's representation in committees:

1. Magazine Committee: The College publishes an Annual Magazine entitled "Apuvai" which provides a platform for our students.
2. Grievance Committee: The students can approach the committee for their academic, administrative and personal problems in the college.
3. Alumni Association: It offers a unique platform for the past students of the college to interact with the students from all the faculties of the college.
4. Anti-Ragging Committee: This is established in the college looks in to the problems faced by the victims of ragging.
5. Internal Quality Assurance Cell: This Cell was formed as per NAAC guidelines. It ensures continuous development in all the administrative, teaching and learning aspects.
6. College Development Committee: Students have representation in the Committee.
7. Discipline Committee: This committee helps to maintain

discipline in the college.

8. **Student Welfare Association:** It provides support to meritorious economically backward students. Earn and Learn Scheme has been actively implemented for needy students.
9. **Organization of Special Events:** Students organize National Teachers Day every year by honoring teachers and other National celebrations, include Independence Day, Republic Day, Science Day, NSS and social service.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

### 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

06

File Description	Documents
Report of the event	<a href="#">View File</a>
Upload any additional information	No File Uploaded
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)	<a href="#">View File</a>

### 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

Our Institute have an active Alumni Association, which is a registered under the Registering Body of Govt. of Maharashtra with the Registration no. Nashik 000021/2021.

Alumni Association works to promote the bond of brotherhood among the alumni and to help the Institution and its students grow in all

the aspects. In order to achieve the same the Alumni association helps in creating opportunities for the students. It provides valuable feedback that helps in providing enriching insights in various areas to the institution and promotes sharing of experiences and knowledge among the various stakeholders.

The Institute conducts the following activities on regular basis:

- Communication with the members of the Alumni Association and the Institution keeping mutually informed the developments on both sides.
- Organizes social, educational and networking events locally at the institute levels.
- Provides continuing educational enrichment experience for alumni and students.
- Undertakes activities contributing to improvement of infrastructure and academic activities in the Institution.
- Helps the students to look upon the alumni to become a responsible citizen.
- Conducts periodical meetings for fulfilling the various objectives of alumni association. Raise funds for promoting objectives of the association.
- Conducts various activities that help in the career and competitive examination guidance to the students.
- Helps to fulfill the Institution's social responsibility by conducting various donation activities for the welfare of the students and the community.
- Helps the Institution in its development through the means of financial contribution.

1. Institutional Endowments by Alumni: Endowments donated like sports equipments, Sanitary napkins and tree guards.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

<b>5.4.2 - Alumni contribution during the year (INR in Lakhs)</b>	<b>E. &lt;1Lakhs</b>
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File Description	Documents
Upload any additional information	<a href="#">View File</a>

## 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

To empower a cross-section of the society through excellent education based on a sound value system. The mission of the parent organization i.e. Mahatma Gandhi Vidyamandir (The trust under the aegis of which this college is run) is "Bahujan Hitay Bahujan Sukhay" which translate to "Welfare and happiness for the masses". The mission of this college is an extension of the mission of the trust and is "Welfare and happiness for the masses through higher education". This mission we are accomplishing to uplift the under privileged, backward, tribal and deprived sections of this region through higher education.

? To impart value based education which maintains overall development of the society.

? To achieve social and economical harmony among the society.

? To involve students in the various Curricular, Co-curricular and Extra-curricular activities for the overall development.

? To achieve academic excellence by exploring the potential of economically weaker

sections of the society by allowing them to explore various global challenges.

File Description	Documents
Paste link for additional information	<a href="https://mgvsurganasr.kbhgroup.in/vision.html">https://mgvsurganasr.kbhgroup.in/vision.html</a>
Upload any additional information	<a href="#">View File</a>

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

- We have a library committee to look after Library affairs and management.
- The expenses will be monitored by the accounts department as per the budget allocated by the management.
- Administrative as well academic structure of the institute is

designed in such a manner which supports participative management. The administration is decentralized to a large extent.

- Various committees have been formed to plan and monitor the functioning of different departments/ section of the college.
- The work of administrative affairs such as admissions procedure, examination NAAC etc. are decentralized by constituting committees and appointing its coordinators for the smooth conduct and functioning of them.
- CDC encourages and guides for the smooth functioning on the institute. The Principal arranges meetings with IQAC, various committees to carry out and give effect to the decisions of the top management.
- All cocurricular and extension activities are planned and executed by the coordinators of different committees and associations.
- Financial empowerment is provided to the HoDs and Library committee to take decision on purchase up to a certain amount.

File Description	Documents
Paste link for additional information	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/6.2%20organogram%20of%20institute.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/6.2%20organogram%20of%20institute.pdf</a>
Upload any additional information	No File Uploaded

## 6.2 - Strategy Development and Deployment

### 6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

**Curriculum Development:** The College is affiliated to Savitribai Phule Pune University and it follows the syllabi developed and revised by the Board of Studies of University. Teacher's participation in syllabus framing workshop: Teacher participate in the workshops held on the curriculum development and revision, in which they give some valuable suggestion derived from the students' feedback taken on curricula.

#### Teaching and Learning:

Academic calendar and teaching plan are prepared at beginning of each academic year. Use of ICT and other of teaching methods Lecture, GD, Student's Seminar, Experiment method. Industrial visits, Study Tours, Demonstration and project based learning. Monitoring teaching by IQAC, IQAC Meeting with HoDs, suggestion for improvement in teaching to respective teachers through Principal. Feedback:

Students feedback on teachers and suggestions for improving teaching.

**Research and Development:**

Research Committee for internal assurance of research related activities. Promoting faculty to undertake minor and major research projects. Duty leave, Infrastructural facilities: Library, Computer Lab., ICT are available for researchers. Provided Id and password to access online literature through N-List INFLIBNET to all faculty members. Encouraging students to carry out research and participate in Research Competition like Avishkar organized by Savitribai Phule Pune University.

File Description	Documents
Strategic Plan and deployment documents on the website	<a href="#">View File</a>
Paste link for additional information	<a href="https://mgvsurganasr.kbhgroup.in/pdf/HR%20Manual%20Surgana%20College_22_3_21.pdf">https://mgvsurganasr.kbhgroup.in/pdf/HR%20Manual%20Surgana%20College_22_3_21.pdf</a>
Upload any additional information	No File Uploaded

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.

**Administration :** College has its own management system which is operated through software.

**Finance and Accounts:** Every year, there is organization audit.

**Student Admission and Support:** Online admission are done and software allows this to enter each data as per rules.

The Organizational Structure of the institution consists of the Management, Governing Body, Principal, teaching staff, non-teaching staff, and students.

The Governing Body of the College meets at least ones or twice a year to discuss issues regarding the overall development of the College. The principal is assisted by Departments' head (HoD), the Staff Council (teaching faculty) and the Administrative Staff which encompasses the OS,

The HoDs oversees the functioning of the department.

The Internal Quality Assurance Cell (IQAC) of the college works towards the realization of quality enhancement and monitors its internal quality. It is vigorous and focused. Student Council meetings are held regularly to address student-related issues and organize

extracurricular activities. The Library's organizational structure includes the Librarian and Library clerks.

Various committees are constituted for planning and executing academic, administrative, and extra-curricular activities.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/6.2%20organogram%20of%20institute.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/6.2%20organogram%20of%20institute.pdf</a>
Upload any additional information	<a href="#">View File</a>

**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	<a href="#">View File</a>
Screen shots of user interfaces	<a href="#">View File</a>
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc(Data Template)	<a href="#">View File</a>

**6.3 - Faculty Empowerment Strategies**

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

**Welfare measures for Teaching Staff:**

**Group Insurance for both Teaching and Non-teaching Staff members:**  
 Whole staff covered under life insurance, wherein the group insurance scheme has been taken with Bank of Maharashtra Institute's Co-operative credit society facilitates loan facility to faculty members with low interest rate. Financial assistance is provided to faculty to participate in training programmes, Seminars, workshops, conferences and publication of books, paper presentation at national and international level. Travelling expenses for Physical directors to take students to participate in tournaments.

**A] Welfare measures for Personal Development Facilities:**

1. Faculty development programs
2. Recognition and Award
3. Leave Facilities

**B] Physical Facilities:**

**Link:** <https://mgvsurganasr.kbhgroup.in/infrastructure.html>

1. Gym
2. Canteen
3. Internet and free Wi-Fi
4. Computer and internet facility.
5. Parking for faculty.

File Description	Documents
Paste link for additional information	<a href="https://mgv.kbhgroup.in/bestteacher.php">https://mgv.kbhgroup.in/bestteacher.php</a>
Upload any additional information	No File Uploaded

**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**

07

File Description	Documents
Upload any additional information	<a href="#">View File</a>
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	<a href="#">View File</a>

**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**

1

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	No File Uploaded
Upload any additional information	<a href="#">View File</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<a href="#">View File</a>

**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**

03

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

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

The assessment of API is collected and evaluated after completion of one year of service for evaluating the performance as per UGC University and Government norms. The salient features of the performance appraisal system are as follows:

#### 1. Teaching Staff:

a) The performance is assessed according to the Annual Self Assessment for the Performance Based Appraisal System (PBAS).

b) Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score.

c) The PBAS proforma is checked and verified by the Heads, IQAC and the Principal.

d) API based promotions are recommended and are required to appear before the screening-cum selection committee.

#### 2. Non-Teaching Staff

All non-teaching staff are also assessed through annual confidential reports.

The comprehensive Annual Confidential Report comprises of 32 parameters. Each one of them is graded on a seven-point scale, i.e., Excellent, Very Good, Good, Highly Satisfactory, Satisfactory, Average and Poor.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

#### 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 accounts of the college are audited by the Govt. Auditor regularly as per the provision of the Maharashtra University Act 1994 and the state Government norms. The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit are submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency. The accounts of the college are also audited by the Govt. Auditor regularly as per the provision of the Maharashtra University Act 1994 and the state Government norms. The college has a mechanism for internal and external audit.

The mechanism:

Before the commencement of every financial year, principal submits a proposal on budget allocation made by all heads, to the management.

College budget includes recurring expenses and non - recurring expenses.

The expenses will be monitored by the accounts department. The depreciation costs of various things purchased in the preceding years are also worked out.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1TAN1h2z6-E6uzwe4qzP6A7hVL73ipZlm/view?usp=share_link">https://drive.google.com/file/d/1TAN1h2z6-E6uzwe4qzP6A7hVL73ipZlm/view?usp=share_link</a>
Upload any additional information	<a href="#">View File</a>

#### 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)

00

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)	<a href="#">View File</a>

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

Sources of funds are as follows:

1. Fees: Fees charged as per the university and government norms .
2. Salary Grant: The College receives salary grant from the State Government.
3. UGC Grants.

Our resource mobilization policy and procedures are as follows:

1. The institution set up a UGC Committees per the directions of the UGC given in the XII Plan.
2. The UGC Committee, in coordination with the CDC and the IQAC, monitors the mobilization of funds and makes sure that the funds are spent for the purpose for which they have been allocated.
3. The Purchase Committee takes care that purchases are done

properly and in accordance with the rules.

4. The College Development Committee takes a review of the mobilization of funds and the utilization of these sources periodically in their meetings.
5. Regular internal audits from the Chartered Accountant and external audits from the government make sure that the mobilization of the resources is being done properly.
6. The time-table committee looks after the proper utilization of classrooms and laboratories.
7. The Library Advisory Committee takes care that the resources in library are utilized optimally.

1. Botanical garden is maintained by department of Botany.

File Description	Documents
Paste link for additional information	<a href="https://mgvsurganasr.kbhgroup.in/pdf/HR%20Manual%20Surgana%20College_22_3_21.pdf">https://mgvsurganasr.kbhgroup.in/pdf/HR%20Manual%20Surgana%20College_22_3_21.pdf</a>
Upload any additional information	<a href="#">View File</a>

## 6.5 - Internal Quality Assurance System

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

IQAC of the College endeavors to enhance a culture of quality consciousness in all processes of teaching, learning and administration. Another important aspect dealt with the IQAC was to ensure the overall wellbeing of the students when the College reopened after almost two years. A COVID Taskforce was formulated to ensure strict adherence to COVID related protocols and also assist the students in any kind of challenges they may be facing. Feedback collection, analysis and taking consequent corrective measures to address the issues raised in feedback analysis is another vital area where IQAC maintains overall standards in teaching learning processes. Feedback from Students, Teachers, Parents, Employers, Alumni and Staff helps to get an honest and unbiased opinion about the quality of services being rendered at the College level.

The IQAC leads the following significant contributions for institutionalizing the quality:

1. Seminar on "An effective teaching learning platform in current scenario" on 12/08/2021.
2. Seminar on "Intellectual Property Rights" on 08/09/2021.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	<a href="#">View File</a>

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The IQAC has been constituted as per the guidelines specified by NAAC. The primary focus of all initiatives taken by the IQAC is to provide high quality teaching learning experience where they can realise their full potential. The College strives to inculcate values of compassion, conscience and inclusion among its students so as to make them good human beings besides successful professionals.

For this the IQAC collects feedback from all stakeholders such as Students, Faculty, Parents, Alumni, Staff and Employers. This helps in identifying our strengths and weaknesses and taking corrective measures to enhance our teaching learning endeavours.

The respective stakeholders, especially faculty, are apprised by the IQAC, about their feedback and areas where they need to improve based on the feedback received.

The employers feedback helps in devising specific programmes and policies to help them meet the expectations of the prospective employers such as Resume Writing, Soft Skills training, Communication and Interview skills etc.

The IQAC also initiated the constitution of a specialised Committee called the Academic Advisory Committee, to streamline the academic processes in the College, particularly during the post-pandemic transition period. The Committee looked into issues of faculty workload, course choices for the students etc.

File Description	Documents
Paste link for additional information	<a href="https://drive.google.com/file/d/1qXjATdYU2v1eAMJhn2uMnW12wNZxRInd/view?usp=share_link">https://drive.google.com/file/d/1qXjATdYU2v1eAMJhn2uMnW12wNZxRInd/view?usp=share_link</a>
Upload any additional information	<a href="#">View File</a>

<p><b>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></p>	<p><b>B. Any 3 of the above</b></p>
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	<a href="#">View File</a>
Upload any additional information	<a href="#">View File</a>
Upload details of Quality assurance initiatives of the institution (Data Template)	<a href="#">View File</a>

**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 institution has initiated several measures in gender equity & sensitization in curricular can be seen from the courses introduced by the institution. The institution promotes gender sensitization through co-curricular activities. Awareness programs related to the safety and security of women employees and students are conducted periodically. Women Grievance Cell and Vishakha Committee conducted 'Gender Equality Programme to create awareness regarding male female equality.

The institution constituted the Grievance Redressal Committee, Anti-Ragging and Vishakha Committee as per norms laid by University/UGC. All these committees cares for the well-being of students and staff in the institution. The functions of these committees are displayed on the website of the institution and information is being disseminated to the students through orientation and induction programs.

The institution provides safety and security facilities for the

staffs and students such as CCTV Surveillance . Students wear ID cards at all times and outsiders are checked by security staff before allotting visitor IDs. There are separate washroom facilities for girls and boys. Washrooms are provided with sanitary napkin vending and disposal machine for the safe and hygienic disposal of sanitary napkins.

File Description	Documents
Annual gender sensitization action plan	<a href="https://drive.google.com/file/d/14A6PtkzKSKxSwNXFlIJTFpSlyCdeTytI/view?usp=sharing">https://drive.google.com/file/d/14A6PtkzKSKxSwNXFlIJTFpSlyCdeTytI/view?usp=sharing</a>
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	<a href="https://drive.google.com/file/d/19KmeIxrc2RGEyUKInCsu0UbqnuYS9jQ/view?usp=sharing">https://drive.google.com/file/d/19KmeIxrc2RGEyUKInCsu0UbqnuYS9jQ/view?usp=sharing</a>

**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**

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	<a href="#">View File</a>
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**

**a) Solid waste management:** To promote solid waste management dustbins are kept at strategic places so as to facilitate easy collection of solid waste. Compost pits are formed for organic waste which turned into bio-fertilizer that is used for plants in the campus. The torn out and old newspapers from the library are sold out for recycling, Broken glassware is re-fabricated and reused. Maintenance, repairing and remodelling of furniture are done regularly.

**b) Liquid waste management:** Use of micro-scale techniques for

experiments in Chemistry is practiced for UG students to avoid generating large scale liquid chemical waste.

c) **E-waste management:** Institute categorized e-waste based on hazardous and nonhazardous substances. Institute has implemented various strategies of E-waste management in campus.

d) **Biomedical waste management:** It is not generated in the college.

e) **Hazardous chemicals and radioactive waste management:** The chemicals used in chemistry lab and environmental lab are diluted and disposed in sand pits. We are not using any radioactive materials. **Waste recycling system:** There is no system of Waste recycling in the college. However, there is rain water harvesting system in the college.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	<a href="#">View File</a>

**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	<a href="#">View File</a>
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

A. Any 4 or All of the above

<p><b>vehicles</b></p> <p><b>3. Pedestrian-friendly pathways</b></p> <p><b>4. Ban on use of plastic</b></p> <p><b>5. Landscaping</b></p>	
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File Description	Documents
Geo tagged photos / videos of the facilities	<a href="#">View File</a>
Various policy documents / decisions circulated for implementation	<a href="#">View File</a>
Any other relevant documents	<b>No File Uploaded</b>

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

<p><b>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</b></p>	<p><b>A. Any 4 or all of the above</b></p>
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	<b>No File Uploaded</b>
Certification by the auditing agency	<a href="#">View File</a>
Certificates of the awards received	<a href="#">View File</a>
Any other relevant information	<b>No File Uploaded</b>

<p><b>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</b></p>	<p><b>C. Any 2 of the above</b></p>
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reading material, screen	reading
File Description	Documents
Geo tagged photographs / videos of the facilities	<a href="#">View File</a>
Policy documents and information brochures on the support to be provided	<a href="#">View File</a>
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).

Institute believes in cultural diversity and cultural tolerance as a key to social harmony. Cultural diversity focuses on aspects like: Tolerance and harmony towards cultural and communal diversities: Independence Day, Republic day are celebrated every year with grand auspicious function and faculty, staff, students attend it. To ensure culture harmony among students, major cultural festivals are celebrated in the premises.

The institute has been established in 1992 and most of the other tahasil of Nashik district students also took admission and successfully completed graduation. These alumni proudly share good compliments during alumni meet and in social media updates. Currently, majority of faculties are from Maharashtra-Nashik district and from other districts. It creates well comprehensive. Culture among the faculties. Marathi Language Day celebrated in the in the institute.

Tolerance and harmony towards socioeconomic diversities: The Earn and Learn Scheme is effectively implemented for Economically Backward Class students in which apart from University contribution, institute is also contributing for the students. The institute implements the Government schemes like EBC and SEBC scholarship. The institute allows such type of students to pay fees in instalment.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View File</a>
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 takes pride in imparting a higher education experience for its students that includes an awareness of one's constitutional obligations and a respect for one's fundamental rights and duties. We strive that all employees and students of the college share a commitment to being responsible citizens of the country. Various programmes and activities are organized by departments and societies, throughout the year for the same. Our college has an active National Service Scheme (NSS) unit where students engage in diverse community service programmes. The academic session of 2021-2022 witnessed a number of celebrations and competitions by the NSS for awareness building on a vast array of issues, like 'International Day of the Girl Child', Beti Bachao Beti Padhao etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	<a href="https://drive.google.com/file/d/10KM8YcQtWdJW8v2pUtY-vlhEClkT5eOA/view?usp=sharing">https://drive.google.com/file/d/10KM8YcQtWdJW8v2pUtY-vlhEClkT5eOA/view?usp=sharing</a>
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

**B. Any 3 of the above**

File Description	Documents
Code of ethics policy document	<a href="#">View File</a>
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	<a href="#">View File</a>
Any other relevant information	No File Uploaded

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

Our college regularly observes national and international commemorative days, events, festivals like Republic Day, Independence Day, International Yoga Day, Swachh Bharat Abhiyan Day, etc. In addition, various other activities like Health Checkup camps, Covid vaccination drives are conducted for the welfare of students, faculties and employees. A formal announcement is made before conducting these events for mass awareness. Besides, students in coordination with faculties and staff conduct various students event like Vivaan, students from all the leading invited to participate in the event.

Republic day- The institution celebrates Republic day on 26th January every year.

Independence Day is celebrated every year on 15th of August.

Martyr's Day is observed to salute the Father of the Nation and the other martyr soldiers on 31st October every year.

Sadbhavana Diwas

International Yoga day is celebrated on 21st June every year.

Voters Day is celebrated on 25th January .

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	<a href="#">View File</a>
Geo tagged photographs of some of the events	<a href="#">View File</a>
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.

### BEST PRACTICE - I

1. Title of the Practice: Conservation of Musical Instruments from Surgana Taluka.

2. Objectives of the Practice:

a) The first objective is to conserve and restore these musical instruments.

b) So to create awareness about this ancient culture of musical instruments among youth is the second objective.

3. The Context:

4. The Practice: This Practice is run by the Department of Marathi of our college. Various instruments from local communities are collected, restored and conserved in the department.

5. Evidences of success: Through traditional musical instruments the traditional culture is preserve for the next generation.

6. Problems Encountered and Resources Required: Some of the above instruments are out of date. There is no knowledge about how to prepare them.

7. Notes (Optional): The college is playing instrumental role in preserving, restoring and conserving the musical heritage of this region.

### BEST PRACTICE - II

1. Title of the Practice: Science Practical demonstration in the adopted Junior college.

Collaboration with Adopted college for the effective implementation of practical work in our college Laboratory.

2. Objectives of the Practice :

The aim of the practice is to share the laboratory resources with needy students of the adopted college.

File Description	Documents
Best practices in the Institutional website	<a href="https://mgvsurganasr.kbhgroup.in/images/newpdf/best%20practic%202021_22.pdf">https://mgvsurganasr.kbhgroup.in/images/newpdf/best%20practic%202021_22.pdf</a>
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

Surgana taluka includes 190 villages with population range 170 to 2697. It is tribal dominated area. Following the devotional vision of the institution, Sarvatra Vidya Vardhate Praja - Expansive education leads to enrichment of the people, the institute always aspires to approaches the underprivileged section of the society. The college was established in 1992 for providing higher education for the tribal community who were socially and economically deprived. The college holds the distinction of being one of the pioneer institution providing higher education to the tribal students in the surrounding region. Educational improvement is a steppingstone to economic and social development, and the handiest instrument for empowering the tribal. Our mission is to reach out and uplift to the students of hilly tribal region. Professional and academic development of teachers is always encouraged. In the year 2021-22, faculty members have more than 66 publications. Faculty members are encouraged to participate in an international, national conferences / seminars / workshops and present their research paper. Faculty members participate in short term courses, orientation programmes and other training programmes. Thus institute has always promotes ICT use to enhance teaching learning system.

File Description	Documents
Appropriate web in the Institutional website	<a href="#">View File</a>
Any other relevant information	No File Uploaded

### 7.3.2 - Plan of action for the next academic year

#### 1. Curricular Aspects:

- To apply PG
- To apply need based courses
- To arrange field project..
- To take feedback from employers.

#### 1. Teaching, Learning & Evaluation:

- PO's & PSO's attainment and CO's mapping
- To motivate staff to acquire ICT knowledge.
- To develop strong mentor-mentee system.

#### 1. Research, Innovations & Extension

- Motivate staff to pursue doctorate and post doctorate.
- Apply for Ph.D. guideship.
- Encourage publish research papers .
- Create awareness to apply for sponsorship for research.
- Apply for Minor and Major Research Projects.
- Encourage staff to present research papers.
- Organize seminars / conferences and workshops.

#### 1. Infrastructure & Learning Resources

- Develop E-content
- Create smart classrooms
- Upgrade and extend laboratories.
- Organize library orientation workshop for students.

#### 1. Student Support and Progression

- Bridge course for F.Y. Students.
- Remedial classes.
- Make efforts for students progression.
- Strengthen the placement cell.

- Enhance the student participation in sports.
- Make efforts for private scholarships to students who cannot avail government scholarships.
- Encourage students to attend different seminars, workshops.
- Organize field visits

#### 1. Governance, Leadership & Management

Conduct academic and administrative audit.

Conduct Gender, green, audit.

#### 1. Institutional Values & Best Practices

- Start consultancy services to local farmers.
- To promote cleanliness and health consciousness among students.
- To organize gender equity programmes.