



Mahatma Gandhi Vidyamandir's

**ARTS, SCIENCE & COMMERCE COLLEGE,
SURGANA**

Dist. Nashik, Maharashtra

Pin-422211

Affiliated to University of Pune

**ANNUAL QUALITY ASSURANCE REPORT
(AQAR)
2013-2014**

**Submitted to
NATIONAL ASSESSMENT AND ACCREDITATION
COUNCIL (NAAC)**

P.O. Box. No. 1075, Nagarbhavi, Bangalore - 560 072

The Annual Quality Assurance Report (AQAR)

Part – A

Details of the Institution

Name of the Institution	Arts, Science. & Commerce. College,
Address Line 1	Surgana
Address Line 2	Surgana
City/Town	Dist- Nashik
State	Maharashtra
Pin Code	422211
Institution e-mail address	principalsurgana@ymail.com
Contact Nos.	(02593) 223230
Name of the Head of the Institution:	Principal Dr. T. B. Pawar
Tel. No. with STD Code:	(02593) 223230
Mobile:	9011027607
Name of the IQAC Co-ordinator:	Prof. Milind M. Ahire
Mobile:	9975658364
IQAC e-mail address:	iqacsurgana@gmail.com
NAAC Track ID	MHCOGN10993
Website address:	www.mgv.org/surgana college
Web-link of the AQAR:	www.mgv.org/surgana/AQAR2013-14doc.

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+		2004	05 Year

1.7 Date of Establishment of IQAC:

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

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

- AQAR - 2012-2013 - 17.07.2013
- AQAR - 2011-2012 - 12/08/2012
- AQAR - 2010-2011 - 28/10/2011
- AQAR - 2009-2010 - 23/09/2014

1.10 Institutional Status University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

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

Type of Institution Co-education Men Women

Urban Rural Tribal

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

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

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

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

Savitribai Phule University of
Pune

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

Autonomy by State/Central Govt. / University

University with Potential for Excellence UGC-CPE

DST Star Scheme UGC-CE

UGC-Special Assistance Programme DST-FIST

UGC-Innovative PG programmes Any other (*Specify*)

UGC-COP Programmes

2. IQAC Composition and Activities

2.1 No. of Teachers

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists:

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held

2.11 No. of meetings with various stakeholders No. Faculty

Non-Teaching Staff Non-Teaching Staff Students - Alumni - Others

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

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

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

Total Nos. International National State Institution Level

(ii) Themes: Nil

2.14 Significant Activities and contributions made by IQAC : Nil

2.15 Plan of Action by IQAC/Outcome

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

Plan of Action	Achievements
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<p>IQAC had set forth the prime objective of preparation and submission of LoI and preparation of SSR for Cycle-II of Assessment, as such all efforts were directed towards achieving this goal.</p>	<p>The LOI was sent on 30st June, 2013. SSR preparation is at the final stage.</p>
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2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken: **Nil**

Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	0	0	0	0
PG	01	0	0	0
UG	03	0	0	0
PG Diploma	0	0	0	0
Advanced Diploma	0	0	0	0
Diploma	0	0	0	0
Certificate	0	0	0	0
Others	0	0	0	0
Total	04	0	0	0

Interdisciplinary	0	0	0	0
Innovative	0	0	0	0

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

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	0
Annual	02

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

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

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

No. The college is affiliated too University

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

Nil

Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
17	14	03	-	06

2.2 No. of permanent faculty with Ph.D.: 08

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
01	00	-	-	-	-	-	-	01	00

2.4 No of Guest and Visiting faculty and Temporary faculty

0

0

06

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	02	01
Presented	03	0	0
Resource Persons	0	0	0

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

Teaching is technologically supported

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

185

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding,

-

Double Valuation, Photocopy, Online Multiple Choice Questions)

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

2.10 Average percentage of attendance of students

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	341	03	15	04	06	197
B.Com	17	00	00	00	00	15
B.Sc	71	00	00	00	00	04
M.A.	24	04	10	02	04	04

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

IQAC prepares the academic calendar & prepare different committees and has formative evaluation of the progress.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	0
UGC – Faculty Improvement Programme	0
HRD programmes	0
Orientation programmes	0
Faculty exchange programme	0
Staff training conducted by the university	0
Staff training conducted by other institutions	0
Summer / Winter schools, Workshops, etc.	0
Others	0

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	14	06	-	01
Technical Staff	-	-	-	-

Research, Consultancy and Extension

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

- Research Committee constituted at the college level intimate the faculty members about research opportunities.
- The committee facilitate easy access to teachers for applying for MRP and other research activities

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number	0	0	0	0
Outlay in Rs. Lakhs	0	0	0	0

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	01	-	-
Outlay in Rs. Lakhs	-	2,25,000	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals	03	-	-
Non-Peer Review Journals	-	-	-
e-Journals	-	-	-
Conference proceedings	02	-	-

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	0-	0	0	0
Minor Projects	0	0	0	0
Interdisciplinary Projects	0	0	0	0
Industry sponsored	0	0	0	0
Projects sponsored by the University/ College	0	0	0	0

Students research projects (other than compulsory by the University)	0	0	0	0
Any other(Specify)	0	0	0	0
Total	0	0	0	0

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

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

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

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

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number	0	0	0	0	0
Sponsoring agencies	-	-	-	-	-

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

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
Total

3.16 No. of patents received this

Type of Patent		Number
National	Applied	0
	Granted	0
International	Applied	0
	Granted	0
Commercialised	Applied	0
	Granted	0

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

Total	International	National	State	University	Dist	College
0	0	0	0	0	0	0

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

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

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

JRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State
National level International level

3.22 No. of students participated in NCC events:

University level State level
National level International level

3.23 No. of Awards won in NSS:

University level State level
National level International level

3.24 No. of Awards won in NCC:

University level	<input type="text" value="0"/>	State level	<input type="text" value="0"/>
National level	<input type="text" value="0"/>	International level	<input type="text" value="0"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="0"/>	College forum	<input type="text" value="0"/>		
NCC	<input type="text" value="0"/>	NSS	<input type="text" value="02"/>	Any other	<input type="text" value="0"/>

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

- Female foeticide lecture
- Surgana Civil Hospital - Cleaning drive

Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	5 acer	-	-	5 acer
Class rooms	06	02	UGC	08
Laboratories	03	02	UGC	05
Seminar Halls	01	-	-	01
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	0	0	0	0
Value of the equipment purchased during the year (Rs. in Lakhs)	0	0	0	0
Others	-	-		-

4.2 Computerization of administration and library

- Administration wing and library are fully computerized with state of the art equipment

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	2880	298907.55	760	103105	3640	402012
Reference Books	2867	884371.73	199	69508	3066	953879.73
e-Books	0	0	0	0	0	0
Journals	16	7330	2	2000	18	9330
e-Journals	0	0	0	0	0	0
Digital Database	0	0	0	0	0	0
CD & Video	0	0	0	0	0	0
Others (specify)	0	0	0	0	0	0

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others

Exist ing	13	0	01	0	0	05	10	0
Adde d	2	0	0	0	0	0	0	0
Total	15	0	01	0	0	05	10	0

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

Nil

4.6 Amount spent on maintenance in lakhs:

i) ICT

00

ii) Campus Infrastructure and facilities

407824

iii) Equipments

279724

iv) Others

23205

Total:

710753

Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- IQAC forms Committees oriented towards student support services through student welfare council & NSS

5.2 Efforts made by the institution for tracking the progression

Nil

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1955	60	0	0

(b) No. of students outside the state

0

(c) No. of international students

0

No	%
0	0

Men

No	%
0	0

Women

Last Year						This Year					
General	SC	ST	OB C	Physically Challenged	Total	General	SC	ST	OB C	Physically Challenged	Total
15	205	1665	88	0	1973	20	21	1864	100	0	2015

Demand ratio 1:3

Dropout 2%

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

Nil

No. of students beneficiaries

0

5.5 No. of students qualified in these examinations

NET	0	SET/SLET	0	GATE	0	CAT	0
IAS/IPS etc	0	State PSC	0	UPSC	0	Others	0

5.6 Details of student counselling and career guidance

Nil

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
0	0	0	0

5.8 Details of gender sensitization programmes

Nil

5.9 Students Activities

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

State/ University level

National level

International level

No. of students participated in cultural events

State/ University level

National level

International level

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

Sports: State/ University level

National level

International level

Cultural: State/ University level

National level

International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	Nil	Nil
Financial support from government	1794	1,18,59,890/-
Financial support from other sources	Nil	Nil
Number of students who received International/ National recognitions	Nil	Nil

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students - NSS hospital cleaning drive

5.13 Major grievances of students (if any) redressed:

Nil

Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

- Our vision is to strive for academic excellence by exploring the potential of economically weaker sections of the society by providing them opportunities to face the global challenges.

6.2 Does the Institution has a management Information System

- No

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

6.3.1 Curriculum Development

- The college is affiliated to the university of Pune

6.3.2 Teaching and Learning

- Student centric learning through extensive use of ICT.
- Fostering the culture of knowledge acquisition through wider self exposure to latest knowledge through the library

6.3.3 Examination and Evaluation

- The college is affiliated to the university of Pune

6.3.4 Research and Development

- The college has a research committee that looks after promotion of research activities in college

6.3.5 Library, ICT and physical infrastructure / instrumentation

- The Central Library is constantly equipped with latest arrivals. The increased hours accessibility to the Central Library with large number of books and a number of journals, and news papers in different languages ensure full support to research.

6.3.6 Human Resource Management

- The college has a well defined policy to academically recharge and rejuvenate teachers (*e.g.* providing study leave, nomination to national/international conferences/seminars, in-service training, organizing national/international conferences etc.

6.3.7 Faculty and Staff recruitment

- The college follows the process laid by the Government of Maharashtra and University

6.3.8 Industry Interaction / Collaboration

- Nil

6.3.9 Admission of Students

- Admission process is online and students are admitted according to merit

6.4 Welfare schemes for

Teaching	0
Non teaching	0
Students	01

6.5 Total corpus fund generated

0

6.6 Whether annual financial audit has been done

Yes No

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	0	Yes	0
Administrative	No	0	Yes	C.A. Mumbai

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

For UG Programmes Yes No

For PG Programmes Yes No

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

- Nil

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

- Nil

6.11 Activities and support from the Alumni Association

- The Alumni Cell of the college organizes Alumni meets every year. It attempts to seek alumni's contribution in effective implementation of quality initiatives.

6.12 Activities and support from the Parent – Teacher Association

- The college organizes meets of the parent teacher committee every year. Suggestions and recommendations are sought from parent representatives

6.13 Development programmes for support staff

- Institute organised a personality development programme for all the members of college

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

- Nil

Innovations and Best Practices

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

- **Campus Placement**

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

- The reconstituted IQAC with an independent and separate unit came into existence in 2004. Its primary focus was to complete all formalities for the Cycle-II of assessment and accreditation by NAAC.

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

- **Nil**

7.4 Contribution to environmental awareness / protection

- **Nil**

7.5 Whether environmental audit was conducted? Yes No

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

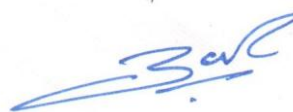
- **Nil**

8. Plans of institution for next year

- to introduce a couple of certificate courses
- to provide better infrastructural facilities to create conducive



Milind .M. Ahire
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Dr. T.B. Pawar
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