Yearly Status Report - 2019-2020

Part A	
Data of the Institution	
1. Name of the Institution	**MARATHA VIDYA PRASARAK SAMAJ'S GMD ARTS BW COMMERCE AND SCIENCE COLLEGE, SINNAR, NASHIK**
Name of the head of the Institution	**Dr. Pundlik V. Rasal**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**02551220099**
Mobile no.	**9421605794**
Registered Email	**iqac@gmdcollege.in**
Alternate Email	**sinnarcollege001@yahoo.com**
Address	**Nashik Pune-Highway Sinnar, Taluka: Sinnar, District: Nashik-422 103**
City/Town	**Nashik**
State/UT	**Maharashtra**

Pincode	**422103**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Rural**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Mr. Dnyaneshwar S. Sanap**
Phone no/Alternate Phone no.	**02551220114**
Mobile no.	**9923915299**
Registered Email	**iqac@gmdcollege.in**
Alternate Email	**sinnarcollege001@yahoo.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://gmdcollege.in/wp-content/uploads/2021/05/1.-AQAR-2018-19-Revised.pdf

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	http://gmdcollege.in/wp-content/uploads/2021/05/2.-Academic-calender-college-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B++**	**0**	**2004**	**16-Feb-2004**	**15-Feb-2009**
2	**B**	**2.82**	**2011**	**11-Nov-2011**	**29-Nov-2016**
3	**A**	**3.04**	**2017**	**30-Oct-2017**	**29-Oct-2022**

6. Date of Establishment of IQAC	**15-Jun-2005**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Regular meeting of IQAC	06-Jul-2019 01	17
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Not applicable	NA	Nil	2020 00	0
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9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	5
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

? Submission of 201819 AQAR to NAAC ? Conducted Gender Audit. ? Conducted Green Audit. ? Conducted Energy Audit.

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

Plan of Action	Achivements/Outcomes
To aware organize Programme related to Environment Social Issues	The college organized different programs on Environment Social Issues like Tree Plantation, No Vehicle day, AIDS awareness rally, Blood Donation Camp, Cleanliness campaign, Hemoglobin Checkup camp, Ozone day celebration, Environment related projects etc.
Online admission process in both UG & PG levels	Ensuring fair admission in compliance with the Govt. Reservation policy.
The college website will be redesigned and updated regularly.	The college website has been redesigned with more space during the year.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	**Yes**

Name of Statutory Body	Meeting Date
College Development Committee (CDC) & IQAC	30-Mar-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	**No**

16. Whether institutional data submitted to AISHE:	**Yes**

Year of Submission	**2020**

Date of Submission	**10-Jan-2020**

17. Does the Institution have Management Information System ?	**Yes**

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	**The college has a management information system supported by the mother institution Maratha Vidya Prasarak Samaj Nashik. The entire work of the college is performed with the support of computerization in the campus. The College has special computer software namely IT Soft developer for administration use (Office, Library Examination) Mother Institute also supports the development of Human Resource Management System (Database of faculty). The special website design for the same is https://mvperp.org College actively**

provides related data to the MIS system of the Government of Maharashtra as well as AISHE. The MIS collects, processes, stores and disseminates information during the admission and posts admission details to the respective departments. This MIS provides information to students and to college authorities for decision support and helping them to become more effective. Using this Software following reports is generated: The information about students enrolled. Department wise student list. It issues transfer Certificate, Bonafide Certificate. It helps to maintain student fees records Finance and Accounts Daily Cash Collection Report, etc. In the Examination section, it helps to generate seat Numbers, Hall Tickets, and First Year results.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Upholding the motto of our Parent institute i.e., Maratha Vidya Prasarak Samaj's 'Bhaujan Hitay bahujan Sukhay' i.e., welfare and happiness of the masses, the G.M.D. Arts, B.W. Commerce & Science College, Sinnar is committed to providing higher educational opportunities to rural society which belongs to socially underprivileged and financially weaker sections. The institution has been permanently affiliated and satisfying the required conditions with Savitribai Phule Pune University (SPPU), Pune, (Formally University of Pune) Ganeshkhind, Pune-411007. The college offers UG, PG & B. Voc. courses as per guidelines by affiliated University-SPPU, Pune-07 & UGC. The institute has an academic calendar in which all the activities of the academic year are planned. For scheduled curriculum delivery, every Department has a teaching plan which is sanctioned by the Head of the Department and the Principal. According to the rules and regulations of Savitribai Phule Pune University, Pune Time table with the allocation of lectures for all subjects is prepared for respective classes. Effective curriculum delivery is done by using Information and Communication Technology (ICT), educational charts, posters, and models along with the chalk and talk method. Our teaching faculty update themselves by attending Refresher Courses, Orientation Programme / Induction Programs, Short Term Course, Faculty Development Programme (FDP), Workshops, Seminars and Conferences organized at various levels such as District, University, State, National & International. To inculcate research attitude and novel thinking, students are encouraged to participate in Avishkar, Science Exhibition, Research Project Competitions, and Field Surveys. To develop effective communication skills, presentation skills, management, and leadership skills, students are motivated to participate in soft skill training programs/certificate courses. UG students are offered a very flexible plan to select courses /subjects/papers of their choice and for PG courses students have a choice-based credit system. Several efforts is made by the institute on issues of Environmental Education, Cyber Security, and

Human Rights. The institute consistently interacts with the University, industry, and research organizations for upgrading recent trends in current syllabi, by establishing MoU's, linkages & collaborations with various research institutes, industries, and organizations. The institute provides all necessary infrastructures such as Science laboratories, educational software & material such as CDs, reference books in the library, and an e-library facility. This helps to teach faculty to execute a well-coordinated teaching plan. Institute assists the student with a concessional bus facility as per lecture/examination schedule. At the end of every academic year, the syllabus completion report is submitted to the Principal through the Head of the Department. To assess the quality of curriculum delivery student feedback is taken at the end of the semester/ term. Through taking feedback from Alumni, Parents, Students, and Teachers, improvements, and recommendations are suggested.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Strengthening Communication Skills in English	NA	28/08/2019	11	Enhancing the communication skills in English for better employability	Basic English-Speaking skills
Modi Script	NA	08/02/2019	15	Employ ability	New script reading skill learned
Water and Soil Analysis	NA	27/01/2020	31	Students who done this course able to the job in Water and Soil analysis Laboratory.	Technical Skill regarding practical knowledge and instrumental handling is improve.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	Chemistry	12/07/2019
BSc	Micro-Bilogy	15/06/2019
MSc	Zoology	26/09/2019
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	FYBA	15/06/2019
BCom	FYBCom.	15/06/2019

BSc	FYBSc	15/06/2019
MA	English	15/06/2019
MCom	MCom.	15/06/2019
MSc	Chemistry	15/06/2019
MSc	Physics	15/06/2019
MSc	Zoology	15/06/2019
MA	Marathi	15/06/2019
MA	Political Science	15/06/2019
MA	Economics	15/06/2019
MA	Defence	15/06/2019
MA	Geography	15/06/2019

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	113	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Dr. B.R. Jaykar Employability Skill Development Programme	20/12/2019	120
	[View File](#)	

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Geography	26
BA	History	52
MSc	Physics	39
MSc	Chemistry	40
MSc	Chemistry	44
BSc	Botany	4
BVoc	FPP and LPM	12
BVoc	FPP and LPM	22
MCom	Commerce	52
	[View File](#)	

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes

Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
Till the previous year, the feedback from all the above sectors was being obtained at the end of the academic year through questionnaires prepared in the google form in online mode or some time questionnaire printed on the forms. From this year, the college has started to obtain feedback online. The common policy has been adopted for receiving feedback from the various sectors related to the college. A separate google form has been designed by the college to get feedback easily. For each sector, a separate online feedback form is designed to facilitate their responses. www.gmdcollege.in is the authorized website for the feedback. The feedback system has been made a continuous process from this year. Five types of feedback forms have been designed by the college. The first is Students' Evaluation on Teacher. The students, who note their response, have to mention firstly their information including name, CRN Number, branch, department, and the name of the teacher whose feedback they note. Some points related to the teachers' overall performance and teaching aptitude are made and responses in the form of remarks like poor, fair, satisfactory, good and very good, etc. are obtained online. The average remarks determine the teachers' current performance in the college. Secondly, we have designed a form for teachers' feedback on the current syllabus. The teachers have to fill the information regarding his/her name, department, subject, email address, etc. the feedback about the role of concerned teachers on curriculum designing, syllabus accuracy, completion of the syllabus, research possibilities in the prescribed syllabus, usefulness of the prescribed texts, etc. are obtained through this feedback. The analyzed information helps the teachers to recommend the improvement in the current syllabus to the board of editors of the university. Thirdly, the most significant system of feedback from alumni has been designed by our college. With the help of this system, we receive alumni's information regarding their current position, his/her additional education after leaving this college, awards, and recognition received in one's professional career, and his/her association with the college. The questionnaire is provided on the online form including the knowledge the alumni has gained during his/her college years, their views on college administration, playground, infrastructures, teaching-learning process, etc. The fourth form has been designed for the parents' feedback on the syllabus. The focus is given on the wards' academic and professional necessity. The complaints given by wards are considered through the feedback by the parents about the syllabus. The questionnaire has been provided including the issues like scope and limitations of the syllabus, contents, the need for syllabus revision, relevance of the syllabus to the wards' life skills, and future job opportunity after completion of the degree course and feedback is obtained through yes/no response by the parents. The system of analysis of the feedback is well planned on the website. The data is collected in excel form and analysis is automatically done in the form of tables, graphs, and pie charts.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	FYBA	840	1874	835
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	3500	482	22	4	51

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
77	44	5	9	3	3

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college mainly focuses on the progress of students as a part of this we are practicing one method is Mentoring System for students. • Objective of the practice: To overcome the ratio of drop-outs students through personal counselling. • Need to be Addressed and Context: This College is situated in a rural and dry area and most of the students belong to farmer families having economic problems. Considering the high strength in the classroom it impossible at a time to give personal attention to students in class. So Mentoring system is the best way to help the students at a personal level which creates an attachment or bond between teacher and students. Mentoring help that students to increase their thinking level and decision-making power throughout life. • The Practice: The practice work as a Mentor ward system. After the completion of the admission process, in departmental meetings, class-wise students are allowed to respective teacher depending upon the student-teacher ratio. Teachers conduct meeting with their allotted students once in a month to discuss clarify and share various problems which may be personal, domestic, academic, economical, etc. The teacher also involves local guardians and parents as well, whenever necessary. Teachers are always in contact with students through E-mail and contact number and their parents, in this way social attachment is developed. • Evidence for Success: When mentor achieve their aim so the practice gets successful. Evidence of the success of the practice includes better results in the examination, regular attendance, increasing the participation of mentors in the activities, better discipline in campus, and a good Teacher-Student relationship. The main advantage of this method is the creation of good human beings and help to build the society and Nation. • Resources: This practice requires well-committed teaching staff who have the desire to help students beyond teaching hours and infrastructure to do so in terms of classrooms and a conducive atmosphere.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
3982	77	1:52

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
44	29	15	2	11

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. P. J. Tambade	Assistant Professor	Krantiveer Vasantrao Naik Award 2019
2020	Dr. D. B. Shinde	Principal	Prof G B Kulkarni Best teacher in commerce

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	FYBA	Semester-II	16/12/2020	22/01/2021

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The college has undertaken the following reforms: • Examination Department of college controls the evaluation process of each and every department. • Department also forms a separate committee for CIE at the departmental level. • As per the syllabus and guidelines of Savitribai Phule Pune University, Pune department conducts the internal test at the end of the semester for UG and PG course. • Department also encourages students to take part in Seminar, Workshop, Conference held at the same institute or in other. • Various academic programs like Quiz Competition, Chemiad Competition, Open book test, and Student Seminar are organized in which students are assessed. • In the Credit System of M.Sc. (Chemistry, Geography, Physics, and zoology) students are continuously evaluated by seminar, unit test, open-book test, Library notes, and problems solving session. • This is followed by remedial and doubt removal sessions, parent-teacher meetings,s and if required counselling by the college-appointed counsellor. • Collaborative group work, fieldwork, excursion reports, and student presentations have been made an essential part of most courses. Project work is also increasingly a part of most courses. Being graded incentivizes it.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

The institute adheres to the Academic Calendar prepared according to the guidelines provided by Savitribai Phule Pune University, Pune. At the beginning of the academic year, the academic calendar is displayed on the departmental notice board. The academic calendar is prepared by considering semester-based and annual based theory, practical examination dates along with related activities such as teaching plan, guest lecture, seminar series, year-end Programme, extra co-curricular activities, annual cultural and sports meet schedule, and vacation schedule. The schedule is monitored and the process is implemented through regular staff meetings conducted by the Principal.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://gmdcollege.in/wp-content/uploads/2021/05/5.-PO-CO-PSO.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
TYBA	BA	Marathi	23	22	95.65

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://gmdcollege.in/wp-content/uploads/2021/05/6.-SSS-Analysis-Report.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Total	00	NA	0	0

View File

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Lecture on IPR	Commerce	20/01/2020
One-day Workshop on "Cyber Sakshar"	Computer Science	14/01/2020
Lecture on Consumer Rights	Commerce	24/12/2019
Two days state level Seminar on "Use of ICT in Teaching, Learning and Management of Institutions"	Computer Science	06/03/2019
Industry-Academia Meet	Placement cell	06/12/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Tobacco Control	Mr. S.B. Kardak	Sambandh foundation, Delhi	21/10/2019	National Level

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement
00	NA	NA	NA	NA	Nill
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
00	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Chemistry	12	Nill
International	Physics	1	Nill
International	Political Science	1	Nill
International	Commerce	2	Nill
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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	6
Chemistry	4
Defence	2
English	2
Geography	2
Physics	1
Economics	4
Marathi	2
Library Science	3
Political Science	6
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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
NA	NA	NA	2019	0	NA	0
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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
NA	NA	NA	2019	0	0	NA

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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	2	6	4	11
Presented papers	4	5	7	1
Resource persons	0	0	1	1

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Gandhi Vichar Sanskar Exam	Sinnar College	3	119

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Blood Donation	Third Prize	MVP Samaj Nashik	23

View File

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Student Development Board	Student Development Board	Nirbya Kanya Karyashalaa	5	55
Jagtik divyang din	Student Development Board K.T.H.M. College	Jagtik divyang din karya shalaa	1	4
AIDS Awareness Rally	NSS	AIDS Awareness Rally	5	43
Swachh Bharat	Government	Department	5	46

Abhiyan	Organizations	and Laboratory Cleaning		
Swacch Bharat	Commerce	Swachhta Abhiyan	8	50
EVM-VVPAT Awareness	Dept. of Political Science and Tehsil office Sinnar	EVM-VVPAT Awareness	4	46
Voter Awareness Programme	Dept. of Political Science and Tehsil office Sinnar	Voter Awareness	4	69
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Nil	00	00	00
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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
00	00	00	Nill	Nill	00
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Allmpus Laboratories, Dombivali, Mumbai.	Nill	Science Exhibition-2020	120
[View File](#)			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1336477	1336477

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
MVP's e-Campus	Partially	2.3.4.6	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	40918	2291560	2725	333755	43643	2625315
Reference Books	24976	3975000	53	42711	25029	4017711
Journals	80	254010	0	62333	80	316343
Digital Database	2	61220	0	19470	2	80690
CD & Video	156	23265	0	0	156	23265
Others(specify)	4	1020	0	510	4	1530
Others(specify)	16	33091	1	35492	17	68583
Others(specify)	0	0	1	1000	1	1000
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 4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nill	Nill	Nill	Nill
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others

Existing	140	3	140	1	0	25	29	110	2
Added	20	7	20	3	0	5	5	0	0
Total	160	10	160	4	0	30	34	110	2

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

<div align="center">

110 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
NA	**Nill**

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
97498	**97498**	**143125**	**143125**

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The purchase committee looks over the maintenance and utilization of academic and support facilities. All the expenses below two thousand rupees are checked and approved by the college purchase committee, while the expenses over two thousand rupees are further forwarded for approval to the governing body of MVP Samaj, Nashik. Time table for all the classes is designed and utilized as per the availability of classrooms and laboratories. Common facilities such as seminar hall, ICT classrooms, Computer Labs are booked slot-wise in advance. College premises and facilities are temporarily handed over to the concerned government authorities when required. The library is fully automated by using "library Manager Software" Version 2.3.4.6. (installation 2010) All reports about library usage are generated through the software.

http://gmdcollege.in/wp-content/uploads/2021/05/7.-Procedures-and-Policies-1.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	**Poor Boys Fund**	**16**	**14700**
Financial Support from Other Sources			
a) National	**Scholarships**	**3647**	**25064307**
b)International	**00**	**0**	**0**
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Personal Counselling and Mentoring	15/06/2019	1863	All Departments of G.M.D. Arts, B.W. Commerce Sci. College, Sinnar
International Yoga Day	21/06/2019	30	Department of NCC, GMD Arts, BW Commerce Science College, Sinnar, Dist. Nashik
International Yoga Day	21/06/2019	73	Department of NSS, GMD Arts, BW Commerce Science College, Sinnar, Dist. Nashik
Remedial Coaching	20/01/2019	10	Department of Chemistry, G.M.D. Arts, B.W. Commerce Sci. College, Sinnar
Soft skill Development	04/01/2019	120	Department of English, G.M.D. Arts, B.W. Commerce Sci. College, Sinnar
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2019	Guest lecture on UPSC and MPSC by Mr. Gopal lavane, IPS and Mr. Subh ashhalde, CTI	478	478	0	0
2019	Career Counseling activities	18	18	0	0
2020	Lecture on Competitive Exam.	43	43	0	0
2019	Lecture on MPSC, UPSC	114	114	0	0

2019	Organized Guest Lecture on Career guidance By Mr. Prashant Khule (Sr.te chinical Consultant Bilrlasoft Pune)	64	64	0	0
2019	Guest lecture on UPSC and MPSC by Mr. Ravindra Khatale, IAS	148	148	0	0
2020	Guest lecture on UPSC and MPSC by Mr. Navjeevan Pawar, IAS	206	206	0	0
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 5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
R.R. Electronics, Malegoan MIDC, Sinnar	141	3	Different Organization	6	6
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	79	Sinnar College Sinnar	Different of College	Different Institution	Different Programme mention in Excel file

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	1
SET	3
Any Other	6

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
State level competition	State	23
Krida Mahotshav- 2019	District	578
Yuva Spndhan	Block level	180
Cultural Dept. presents- Singing Programme on	Local level	10
Yuvaspandn	Block level (Under Mother Institution)	180

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	All India MVP Karandak Elocution Competition	National	Nill	1	72792305 2479	Pawar Ashwini Zumbar
2019	Karmaveer Bhausaheb Hiray National level Debate Competition	National	Nill	1	35122130 5815	Chudhari Vrushabh Sushil

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

As per the directive of the Government of Maharashtra during 2016-17 the Student Council of the college had been formed. Registration number: MH/1287/NA dated:23.09.2016 Representation of students on academic administrative bodies/committees of the institution: The College is organizing various activities and functions every year. During the year 2019-20 for the smooth

functioning of Academic and Administrative Committees were are formed. Along with teachers, student participation is also considered for each committee. The college student's participation on various college-level academic committees includes Student Development Board, Gymkhana, Campus Development Committee, NSS, Rover Ranger, Debate, etc.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered Alumni Association and meetings of the association were regularly held during the year 2019-20. Few of the alumni were invited for guest lectures and interactive sessions were held between the Alumni and the regular students of the college. Even some unemployed ex-students also participated in those sessions to find the probability of employment with reference of Professional. The meeting for Alumni was arranged at the college level. Alumni of college are working on the higher position in various organizations and some of them are entrepreneurs. The following points were discussed during the interaction with the Alumni: 1. Opportunities to the students for the entrepreneur at entry-level. 2. Job opportunities for freshers, etc.

5.4.2 – No. of enrolled Alumni:

96

5.4.3 – Alumni contribution during the year (in Rupees) :

19200

5.4.4 – Meetings/activities organized by Alumni Association :

2 meets conducted on 28.12.2019 and 22.02.2020

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

A) Decentralization: ? A general meeting is held at the beginning of the Academic year and power is delegated to faculty wise in charges and HoD for smooth functioning of the institute. ? The College Development Committee (CDC) is constituted as per the guidelines and rules by the Government of Maharashtra, the University, and the Mother Institute. CDC decides the all-important working policies of the institute. ? The Institute delegated powers to NSS, NCC, BSD, ARC, Bahisshal, Cultural Cell, Examination department IQAC for yearly planning and selection of representatives. ? The Institute management team including the Principal, Vice- Principal, IQAC Co-ordinator, ARC Co-ordinator, All HoD's involved in different committees for day-to-day work. An action plan is created for Curricular, Co-curricular, and extra-curricular activities. The institute management team planned the following participative activities: ? Annual Budget ? NAAC ? Academic Calendar ? Departmental plan ? Departmental requirements ? Formation of various committees ? Planning for new courses B) Perspective Plan: To cope up with the competition in the age of globalization, the institute prepared a perspective action plan as per guidelines of the Mother Institute considering future needs and requirements. The perspective action plan is developed according to the last accreditation suggestion and the guidelines of UGC, the State Government, the Savitribai Phule Pune University, Pune, and the College Developmental Committee (CDC) and displayed on the college website. ? The aspects of the perspective

plan are as follows: • New Linkages and collaborations. • To fill the self-appraisal forms. • Subscribed to the well-reputed National libraries, E-Journals, and E-Books. • Increase the involvement of ICT-based learning resources. • Providing educational opportunities to economically and socially backward Students through providing free-ship and scholarships. • Gender Audit, Green Audit, AAA, and Energy Audit.

6.1.2 – Does the institution have a Management Information System (MIS)?

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Library, ICT and Physical Infrastructure / Instrumentation	The library provides reference books, research journals periodicals, e-journal and e-books to student and faculty.
Human Resource Management	According to the guidelines of mother institute following schemes are implemented by institute. The career and counselling cell has been established in the campus. Students' council is formed as per the guidelines by UGC, Government of Maharashtra and S. P. Pune University, Pune. Following Schemes are provided to employs: ? Sevak Kalyan Nidhi (Staff Welfare Fund) ? Medical Insurance policy for all employees and students ? Placement cell for students
Curriculum Development	The institute follows the syllabus according to Savitribai Phule Pune University, Pune-07. Our some of the faculties are actively involved in the syllabus framing Workshops.
Teaching and Learning	? The Institute follows curriculum developed by Savitribai Phule Pune University (Formally Pune University, Pune). ? The faculty members Students actively participate in the skill development programs / Certificate courses organized by various Institutions, Universities, Bharat Skill, e-skill, NPTEL, Swayam Prabha, e-path Shala, Diksha as well as SWAYAM. ? The institute inculcates values among the students for the quality enhancement through various curricular, co-curricular and extra-curricular activities of NSS, NCC, BSD/SDO, Bahisshal, curricular, co-curricular and Extracurricular. ? The Women Development Cell performs various activities for woman empowerment. ? Study and excursion tours, industrial

	visits, project-writing, educational exhibitions, book exhibition, student seminars, discussions are regularly arranged. ? The library provides services and facilities like reference books, research journals, periodicals, University news and competitive exam books, material etc. Library has also subscribed for 'Lokrajaya'. ? The institute follows the self-assessment method to evaluate the performance of faculty and support staff, and data of analysis is forwarded to Mother Institute. ? The Institute involved in innovative teaching methods. ? Modern ICT resources computers are made available to the faculty.
Examination and Evaluation	? Exams are held according to University prescribed patterns. • Annual Pattern: BA, B.Com. F.Y.B.Sc. • Semester Pattern: S.Y. T.Y. B.Sc. • Semester and Credit System Pattern to Post Graduation Courses.
Research and Development	? The institution has a strategy of promoting research culture among the faculty and students. ? The Institute appointed an ARC, Research Committee to maintain pace of research. It engaged faculty members for Minor and Major Research Projects, publishing research papers, attending seminars and conferences, Refresher, Orientation, Faculty Development and Short-Term Training Programme. ? The Institute provides duty leaves and infrastructural facilities to the faculty who are engaged in M. Phil. Ph. D. research. ? Notifications related research grant from the University and other organizations are circulated to faculty. ? Students are guided for Research Project Competition, Avishkar and other competitions.
Admission of Students	The admission process followed by the institute is transparent and completed by following all the norms of Government of Maharashtra and Savitribai Phule Pune University, Pune. The institute initiated a Centralized Admission Process for the First Year Arts, Commerce and Science, which is controlled by the Parent Institute, Maratha Vidya Prasarak Samaj, Nashik, for second year onward all admission process is carried at college level. The institute publishes its announcement of the admissions by

floating it on the official website of the institute www.gmdcollege.in updated regularly. Admissions are given strictly on a merit basis to all the programs. The merit lists are floated on the institute website as well as on notice boards.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	? College website ? Department wise G-suit mail system ? Telegram groups ? Whats-App groups for employees Students ? Online circular system ? Bulk SMS system ? E-notice board
Administration	The parent institute and college have separate websites which provide detail aspects related to e-governance administration. Mother institute maintain Human Resource Database through online MIS system.
Finance and Accounts	Institute established a computerized system to keep finance and account records. The institution has Tally software for Finance and Accounting. Online payment system has been adopted to pay various types of remuneration to the faculty as well as resource persons.
Student Admission and Support	The institution has a special MIS system for the admission process and its data analysis. The institute provided online Admission System software namely e-campus education e-hub software developed by IT Soft Developer. The institute provides assistant to students for online merit form submission through institutes Computer Laboratory.
Examination	The institute followed the online exam system of Savitribai Phule Pune University, Pune for online Exam form submission, reprint of papers, online hall tickets of students, rechecking facility, download online question papers. The institution has its own computer software for first year examination process including Bar Code System, online internal marks entry, and final result sheet preparation. laboratories

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Mr. Gandhake Gokul Laxman	Workshop on Maxima Software and Discussion On F.Y.B.Sc. /F.Y.B.Sc. (C.S) Syllabus	HPT Arts and RYK Science College Nashik	300
		View File		

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	--	One day workshop for the class four employees in MVP Samaj at Sinnar	16/02/2020	16/02/2020	0	139
			View File			

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Refresher Course	10	15/06/2019	14/06/2020	Nill
Orientation Programme	3	15/06/2019	14/06/2020	Nill
Faculty Development Programme	46	15/06/2019	14/06/2020	Nill
STC	1	15/06/2019	14/06/2020	Nill
		View File		

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
2	Nill	0	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Group Insurance, Mediclaim, College Teacher Society, Sevak Society, Sevak Kalyan Nidhi, Free medical check up	Group Insurance, Mediclaim, College Teacher Society, Sevak Society, Sevak Kalyan Nidhi, Free medical checkup, TA for Physical handicap From State Gov.	Group Insurance, Poor Boys Funds, free Medical Checkup, Student Development board, Earn and Learn Schemes

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

Institute is affiliated with Savitribai Phule Pune University, Pune. The External Audit is conducted Programme and course wise. It includes the Examination Department, NSS, and Board of Student Welfare (BSW), Skill Development, Seminars, B.Voc., and Workshops. The audit of such departments and the activities are conducted by authorized officers appointed by Savitribai Phule Pune University, Pune. External audit includes Scholarships, Administrative and Financial matters of the Institute, for which the Auditor is appointed by parent institution. The internal audit for Financial Discipline and control is conducted by Parent Institution. It includes the financial transactions, books of accounts of various departments, and courses. It helps the institute to plan and execute the finance for future courses and curricular, Co-curricular, and extracurricular activities. All remittances, bills, and remunerations have been paid by the cheque for transparency. The institute adopted a computerized account system for smooth functioning and accuracy.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Blue Cross Laboratories PVT LTD	150000	Scholarships

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6.4.3 – Total corpus fund generated

662410.00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nill	Yes	College Constituted Committee
Administrative	No	Nill	Yes	College Constituted Committee

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

Nil

6.5.3 – Development programmes for support staff (at least three)

	Nil	

6.5.4 – Post Accreditation initiative(s) (mention at least three)

- Academic Administrative Audit (AAA) • Green Audit • Energy Audit • Gender Audit • Initiative has to be taken to start a Certificate course in Water and Soil Analysis at the departmental level. (Recommended by NAAC In AQAR 2017-18) • Action Taken Report: Department of Chemistry conducted a certificate course in water and soil analysis during the academic year 2019-20. The details of this activity is enclosed here.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Submission of AQAR of 2018-2019 of the College	31/12/2019	31/12/2019	31/12/2019	250
2020	Academic and Administrative Audit (AAA)	20/10/2020	20/10/2020	20/10/2020	80
2020	Gender Audit	20/01/2020	20/01/2020	30/01/2020	4061
2020	Green Audit	20/01/2020	20/01/2020	30/01/2020	4061
2020	Energy Audit	20/01/2020	20/01/2020	30/01/2020	4061
2019	College level special Issue Magazine (Asmita)	17/06/2019	18/06/2019	13/06/2020	4000

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Balika Din (NSS)	24/01/2020	24/01/2020	72	0

Human Right day	10/12/2019	10/12/2019	37	14
International Literacy Day (Economics)	08/09/2019	08/09/2019	30	9
Nirbhay Kanya Karyashala	03/01/2020	03/01/2020	105	110

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
A) Green Audit: Green Audit is considered as one of the thrust areas of the college hence the special emphasis is given on various related activities. Programs and initiatives under this category are formulated and executed by a Green Audit Team. The objective of the audit team is to create and maintain an environment-friendly campus and to inculcate an eco-friendly attitude among students and the community. ? Eco-environmental infrastructure facilities. ? Green Audit of the college campus. ? Tree plantation program by NSS students. ? Celebration of Ozone day. ? Disaster Management Training Program. ? Swacchata Abhiyan at the college level. ? Solid Waste management- Vermicomposting unit. ? Cleanliness campaign. ? Projects on Environmental Awareness by second-year students. B) Energy Audit: The objective of the audit was to study the energy consumption pattern of the facility, identify the areas where the potential for energy/cost saving exists and prepare proposals for energy/cost saving along with investment and payback periods. The salient observations and recommendations are given below. MVP'S G.M.D. Arts, B.W. Commerce and Science College Sinnar use energy in the following forms: a. From MSEDCL b. Electricity from Solar Grid-connected solar plant Electrical energy is used for various appliances, like Computers, Lighting, Air-Conditioning, Fans other Laboratory Equipment, Printers, Xerox machines, CCTV, UPS, LCD Projector, Router system, Floodlight, Pumping motor, etc. a. The Specific Energy Consumption (SEC) is the ratio of energy required per square meter. In this case, the SEC is evaluated as electrical units consumed per square meter of area. It is calculated as under for (Electricity): 0.58 KW/Sq.m.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	6
Provision for lift	No	0
Ramp/Rails	Yes	6
Braille Software/facilities	Yes	0
Rest Rooms	Yes	6
Scribes for examination	No	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of

	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2020	Nill	1	31/01/2020	1	Army Pre-recruitment Training	Service to Society	104
2019	Nill	1	01/08/2019	1	Cleanliness Programme (NSS)	Environment Consciousness	63
2019	Nill	1	02/12/2019	1	Pollution Control Day (Geography)	Environment Consciousness	32
2019	Nill	1	29/08/2019	1	Tree Plantation (NCC)	Environment Consciousness	31
2019	Nill	1	01/07/2019	1	Tree Plantation (NSS)	Environment Consciousness	54
2020	Nill	1	20/01/2020	1	Voters Awareness Programme	Service to Society	69
2019	Nill	1	16/09/2019	1	Worlds Ozone Day (Geography)	Environment Consciousness	28
2019	Nill	1	11/07/2020	1	Worlds Population Day	Environment Consciousness	32

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Job Responsibilities and Duties of Principal	15/06/2019	1. Chalk out a policy and plan to execute the vision and mission. 2. Promote industry institution interaction and inculcate research development activities. 3. Ensure that the staff and students aware of rules, policies, and procedures laid down by the college and enforce them fittingly. 4. Recommend and forward the

communication to the authorities. 5. Execute any other qualitative and quantitative work for the welfare of the institution. 6. Empower all his staff and students to reach their maximum potential. 7. The Principal should ensure that the development plans of the College, both long-term and short-term, with respect to the academic programs, are duly processed and implemented through relevant authorities, bodies, committees, and its members. 8. To ensure the observance of the acts, statutes, ordinances, regulations, rules, and other orders issued thereunder by the University authorities, other regulatory bodies, and the Management, from time to time. 9. The Principal has to assure competence and effectiveness in the whole of administrative plans and assignments. Administration of the academic programs of the College as well the general administration of the College has to be under the purview of the Principal. 10. The Principal has the responsibility to ensure that ample importance is given to the gender sensitivity measures in all the activities of the College. 11. With regard to the disciplinary measures, the Principal has the authority to take all the necessary actions as per the direction of the regulatory authority. In this regard, he/she should take actions, which should be impartial and he/she should

			maintain complete transparency. 12. The principal has the responsibility for the smooth conduct of curricular, co-curricular, and extra-curricular activities of the College.
Job Responsibilities and Duties of Professor /HoD	15/06/2019		1. Providing leadership in both undergraduate and postgraduate in the relevant field of specialization. 2. Consultancy services. 3. Teaching, laboratory development writing of books. 4. Evaluations of tutorials, assignments, journals, answer papers. 5. Interaction with industry. 6. Continuing education activities. 7. Student's counselling. 8. Interaction with other institutions, Universities at state, national and international levels. 9. Organizing seminars, workshops, summer schools, and winter schools for teachers and professionals. 10. Publishing papers in national and international journals. 11. Review of academic activities of the department periodically. 12. To Maintain deadstock, consumable registers with the help of lab in-charge. 13. To display notices, mark sheets, attendance sheets, etc. pertaining to the students. 14. To send SMS regarding attendance, discipline, and other activities with the help of class teachers. 15. Organize parents meet in association with Teacher Parent. 16. Involvement in curricular, co-curricular, and extra-

			curricular activities. 17. Any other duties assigned by the Principal from time to time.
Job Responsibilities of Associate Professor/Assistant Professor	15/06/2019		1. Teaching and ensuring attendance of students as per University norms. 2. Planning and implementation of instructions received from Head/principal. 3. Student's assessment and evaluation. 4. Developing resource material for teaching and learning. 5. Extension of services to the industry and community. 6. Continuing education activities. 7. Curricular, Co-curricular, and extra-curricular activities. 8. Publication of research papers, articles Books Code of Conduct (Handbooks) For Various Stakeholders. 9. Participate in seminars/conferences/workshops. 10. Participation in departmental administration. 11. Contribute to the activities sustaining accreditation of the institute. 12. Examination work pertaining to College University such as organizing supervision and assessment etc. 13. Arrangement of remedial coaching. 14. Upgrading of qualifications. 15. Teachers should be good counsellors and Facilitators. They should help, guide, encourage and assist the students to ensure that the Teaching-Learning Process is effective and successful. 16. Any other duties assigned by the Management and Principal from time to time.

Job Responsibilities of System Administrator	15/06/2019	1. To maintain the network and PCs. 2. To attend complaints received from students and staff regarding PC or the Network. 3. To maintain peripherals like printers, scanners, etc. in serviceable condition all time. 4. To assist the management in the procurement of hardware, software, and equipment. 5. To maintain internet connectivity and take steps to prevent misuse. 6. Any other duties assigned by the Principal/Head/Professor.
Job Responsibilities of Lab. Attendant Assistant	15/06/2019	1. To ensure the safety of the students in the laboratory. 2. To draw the lab schedules for the students and display them on the board. 3. To record and maintain the attendance of the students. 4. To ensure the discipline of the students in the laboratory. 5. To conduct lab examinations as and when required. 6. To assist the faculty member in conducting lab sessions of their students. 7. To maintain the dead stock /consumable/semi consumable registers of respective laboratories. 8. Maintenance of all instruments/equipment in the respective laboratories. 9. To carry out any other duties assigned by the faculty member/Professor/Head/ Principal. 10. To check at least once in a week working of instruments equipment under laboratory. 11. To prepare the requirement of consumables for the lab and place indent for the same.

| Job Responsibilities of Non-Teaching Staff | 15/06/2019 | 1. Non-Teaching staff working in the College office or departments should remain on Duty during College hours. 2. Non-Teaching staff should wear the Uniform provided by the Management and always wear their identity badge during working hours. 3. Non-Teaching Staff assigned to Laboratories should keep the Laboratory clean. 4. Any loss or damage to any article in the Laboratory or Class Room should be reported to the laboratory in-charge or head of the department in writing immediately. 5. Non-Teaching Staff, working in the Laboratory, shall maintain a stock register for all the articles, equipment, chemicals, etc. It shall be submitted to the HoD and the Principal at the end of each semester and their signatures obtained. 6. For articles damaged by the students, a separate register should be maintained and if any money is collected from the student towards damages, as per the direction of the HoD, the amount shall be handed over to the College Accounts Staff, for deposit in the College account. 7. Non-teaching staff will carry out their duties as instructed by the authorities to whom they are attached. |

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Academia Industry Meet (Placement Cell)	06/12/2019	06/12/2019	13

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
1) E-waste Management: Policy in this aspect is to reduce, reuse and recycle. Source reduction is achieved through the installation of the modular and upgradeable type of instruments. Recovery and reuse - The functional parts of electrical and electronic instruments were recovered and reused for which a separate room is set apart. Inventory management - The e-waste is systematically recorded in registers with information about the source and reason for disposal. Production-process modification - The e-waste is categorized based on their defects and processed for future use. E-waste such as computers, printers, mouse, keyboards is collected from corresponding departments and stored in the scrap room, and then handed over time to time to the M.V.P Samajs Karmaveer Baburao Thakare College of Engineering Nashik. Only non-repairable parts of e-waste are put into the scrap while repairable parts are used after repairing. 2) Use of Renewable Energy: Recently college is exploring various avenues for availing the sources of renewable energy to fulfill its ever-increasing energy requirement. For example, Roof Solar Panels installed for alternate power sources in the college Campus. 3) Solid Waste Management: Solid waste in the campus is two types such as paper or stationary waste and plant waste. All the paper waste in the college is collected half-yearly and sold it to the scrap agency Sainath raddi Depo, Nashik. The plant waste from the campus is collected and dump into the waste pit. All this waste then is converted into organic manure and used as fertilizers for the plants in the campus. Some of the plant wastes are added into the Vermicompost pit and produce biofertilizer. 4) Liquid waste management: The liquid waste from each laboratory is passed through the proper channel and dump into the recharge pit hence the direct contamination water is avoided. Micro-scale techniques are used in chemistry practical to reduce pollution due to the wastage of chemicals. The empty reagent bottles rinsed twice with water and then dump into the bin. Teachers always take care of wasting the minimum chemicals during the practicals. The broken glass apparatus collects separately into the bin. 5) Efforts for Carbon Neutrality: The College makes the student aware of the Carbon Credits, Carbon Neutrality its advantages, etc. as a curriculum in the subject Environmental Awareness in the second year programs. Projects/assignments are also given to the students. Paperless communication for administrative and academic purposes through e-media - An SMS Alert System for information dissemination about important dates and notices among the students and the staff is managed. 5) Tree Plantation: Various trees are planted and maintained to keep the campus green.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://gmdcollege.in/wp-content/uploads/2021/05/9.-Best-Practice.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words
The Institute GMD Arts BW Commerce Science College, Sinnar established in 1969 which is run by the Maratha Vidya Prasarak Samaj, Nashik. The Maratha Vidya Prasarak Samaj, Nashik is one of the most prestigious centers of learning in the State of Maharashtra. It has been over 106 years that it has stood the test of time to become a legend of unparalleled stature. M.V.P. Samaj manages more than 450 educational professional institutions. The spectrum of educational

institutions encompasses Primary Schools, Secondary Schools, graduate Postgraduate Colleges, professional Vocational Colleges. Upholding the motto of our Parent institute: Maratha Vidya Prasarak Samaj's 'Bhaujan Hitay Bahujan Sukhay i.e., welfare and happiness of the masses, the GMD Arts BW Commerce Science College, Sinnar is committed to providing higher educational opportunities to tribal, rural, and urban society which belongs to socially underprivileged and financially weaker sections. The institution has been permanently affiliated and satisfying the required conditions with Savitribai Phule Pune University, Pune, Ganeshkhind, Pune-411007. The college offers Under Graduate Post Graduate courses as per guidelines by the affiliated University, Pune. The NAAC Committee visited the college in 2017 graded the college with an 'A' Grade (CGPA 3.04). For students, overall development purpose the College has a large attractive building which is an environmentally friendly, calm quiet atmosphere. There are various facilities like library, Reading Room, special clean washroom for students and well-equipped Laboratories. To support and develop students, we implement various schemes and programs like Earn and Learn, Special Guidance Scheme, Student Welfare, sponsored by Savitrivbai Phule Pune University, Pune. Hon. Sarchitnis madam of MVP Samaj's Nileema Pawar awarded 'Shrimant Bhushan Purskar', by State level 'Shrimant Thorale Bajirao Peshwe Path Sanstha Sinner. Jijau Mahila Mandal Kopergaon honored by 'Kopergaon Bhushan Purskar' and 'Shikshan Bhushan Purskar' by Kakasaheb Mhaske Medical Foundation Ahmednagar. Every year a health check-up camp is organized for students. It has been carried out in collaboration with MVP's Dr. Vasantrao Pawar Medical College Hospital and Research Centre, Nashik. Every year college forms Discipline Committee for maintaining Discipline in campus. The Vishakha Guidelines were a set of procedural guidelines for use in India in cases of sexual harassment. The college motivates girls and boys for their social responsibilities. The physical education sports department is very active. It motivates students to participate in various indoor and outdoor games. Reading festivals and book exhibitions are arranged under the initiative of the library. The college campus has a water reservoir which is very beneficial and plays an important role in the water management of the campus. It was dug to obtain the stone pieces for the construction of the spacious building of the college. This has become the natural source of water. It is around 20 feet deep and 4500 sq ft in width. The water conserved in that reservoir is useful to plant more trees and to conserve the existing trees and bushes in the college campus.

Provide the weblink of the institution
http://gmdcollege.in/wp-content/uploads/2021/05/10.-Institutional-Distinctiveness.pdf

8.Future Plans of Actions for Next Academic Year

? In search of a private scholarship agency for financial support. ? To start grain donation for needy people. ? To organize a National, state-level seminar. ? To initiate new UG/PG courses in the college. ? To start research canters in few subjects. ? To develop a computer laboratory. ? In order to strengthen teaching-learning activities, new advanced tools will be added in the infrastructure. ? To initiate paperless data collection through IQAC. ? Computer Training for the non-teaching staff of the college to enhance their operational skill. ? The IQAC will conduct more seminars and workshops under different aspects to be focused on like IPR, gender equity, human values, Life, and transferable.