SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

MARATHA VIDYA PRASARAK SAMAJ'S ARTS AND COMMERCE COLLEGE, SATPUR, NASHIK

JANTA HIGHSCHOOL CAMPUS, SATPUR, NASHIK-422007
422007
https://mvpsatpurcollege.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

INTRODUCTION

The Maratha Vidya Prasarak Samaj is one of the most prestigious centres of learning in the State of Maharashtra. It has been over 109 years that it has stood the test of time to become legend of unparalleled stature. It manages 485 educational organizations and is one of the premier educational hub in the jurisdiction of Savitribai Phule Pune University. At present, more than 2,13,598 students pursue education. The spectrum of educational institution encompasses Primary Schools, Secondary Schools, Graduate & Postgraduate Colleges, Professional & Vocational Colleges.

Satpur is known as Industrial suburb of Nashik. Maratha Vidya Prasarak Samaj established Arts and Commerce College, Satpur in 2009, to cater the needs of economically backward classes and industrial workers. The college is affiliated to the Savitribai Phule Pune University, Pune. Our college greatly contributes to the students who could not afford to go for the higher education in Nashik city or elsewhere. Satpur is only seven kilometres away from Nashik. It is affiliated to Savitribai Phule Pune University, Pune. It has full-fledged Arts and Commerce faculties leading to UG degree. The college always pays attention towards the holistic development of the students. It strives to create a stimulating environment which will inculcate value based learning along with Skills Development which in turn will be useful for the Personal and Social Development. The college has earned a name and fame for its academic excellence, regularity and punctuality of execution of different schemes, its rigorous discipline, administrative control, and progressive outlook to serve the society.

The College offers degree programs in five courses related to Arts and Commerce. Along with regular teaching the college conducts coaching for skills developments, competitive examinations and yoga. The College is housed in a building right in the heart of Satpur at MVP Educational Campus. The college building has all the necessary physical and modern educational facilities. The college has well qualified and efficient teaching staff. The teachers regularly contribute to social and cultural activities along with their teaching work. Teachers of this college have published research papers in various reputed journals. Two of our teachers have received recognition as M.Phil. and Ph.D. guide. The college consistently organized workshops, seminars, training programmes etc. to motivate our teachers and students. Most of the faculty members are actively engaged in research. The college has registered Alumni Association through which alumni of the college get actively involved in development of the college. The National Service Scheme Unit has taken great initiatives in the water conservation, environmental awareness and people education about pollution.

Vision

Vision :

To provide access to higher education through excellence fostering core competencies among the students to make them independent, socially responsible and excellent human beings.

Mission

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Mission :

To strive for quality education transforming communities and lives of socio-economically unprivileged people upholding MVP Samaj's motto 'Bahujan Hitay, Bahujan Sukhay'. (*Well being and Happiness of the Masses to Kindle the Social Cause*)

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

1. Adequate infrastructure for academic, co-curricular and extra-curricular activities

2. Eco-friendly and ragging free campus

3. Student support to apply for admission, examinations and scholarships

4. Excellent outreach extension activities conducted in the college

5. Soft Skills Development Training Programmes

6. Organization of seminars, conferences, workshops, field trips and industrial visits

7. Enhancing employability through internship as first-hand experience

8. Strong support and guidance from the Top Management for institutional academic development.

9. Active involvement of College Development Committee and native people for smooth functioning of the college

10. Safety and Security for all

11. Committed, Experienced, Qualified and devoted faculty & and supporting staff

Institutional Weakness

Institutional Weakness

1. Self-finance status of the institution hence shortage of funds

2. Availability of arts and commerce programmes only

3. As per need of periphery, inadequate professional courses

4. Financial constraints and conservative approach of parents on students for further Higher Education

5. Moderate Placement ratio

Institutional Opportunity

Institutional Opportunity

1. Introduce Programs in Science faculty

2. Exploring different financial resources for overall development of the college

3. Development of sound employability and entrepreneurship Skills in the institute

4. Introduction of earn while learn

Institutional Challenge

Institutional Challenges

1. Dropout due to early marriages of girl students

2. Limited financial resources

3. Strengthening of placement cell in the college

4. Enhancing the industry-academic institution connection

5. Enhancing proficiency in English and Communication skills

6. Encouraging students for competitive examinations and higher studies.

7. Competition with Grant in Aid Colleges & Open University (Distance education)

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Criterion - 1. Curricular Aspects

- The college is affiliated to Savitribai Phule Pune University and follows the curricula prescribed by the university for undergraduate students.
- The college offers 2 academic programmes. The college rigorously plans its academic sessions as per the university guidelines, ensuring timely preparation of academic calendars, departmental meetings, timetables, distribution of courses, continuous internal assessment, use of ICT tools and an effective

feedback mechanism.

- The teachers are encouraged to use ICT tools and students are given tasks of making presentations based on subject topics. Guest lectures are organized to acquaint students with current trends in their subjects. Experiential learning is accomplished by arranging field visits, study tours and projects.
- The college conducts various activities on gender related issues, environment, human values and professional ethics through NSS and SDO regularly.
- Regular feedback on curriculum delivery is obtained from students and the stakeholders. It is analysed and discussed in the departmental meetings. The concerned teachers are instructed to make improvements and adopt student-centric methodologies for enhanced learning experiences.

Teaching-learning and Evaluation

Criterion - 2. Teaching, Learning and Evaluation

- Arts and Commerce College, Satpur is situated in the industrial area of Nashik district. It has an average intake of about 450 students annually including admissions as per the reservation policy of the Government of Maharashtra.
- Teachers assess learning levels of the students through their performance in classroom discussions, presentations, tests and assignments. Needs of slow learners are identified and need-based remedial teaching classes are arranged. The advanced learners are motivated to actively participate in various inter-collegiate competitions, state, national level seminars and workshops. The students are also encouraged to participate in research project competitions such as Avishkar organized by Savitribai Phule Pune University, Pune.
- The college arranges field trips, study tours and industrial visits to provide students with an exposure to practical working environment. The college also has an effective mentor-mentee system for counselling.
- To maintain a healthy student-teacher ratio, well-qualified full-time teachers are appointed against sanctioned posts in accordance with UGC guidelines.
- Along with the traditional classroom teaching, teachers adopt ICT based teaching-learning practice to assist students to learn more effectively. The COVID-19 pandemic threw up new vistas of online teaching-learning, thus ensuring continuity as well as change in learning experiences.
- The college maintains a robust internal assessment mechanism to monitor the process and progress of assessment. After assessment, the marks obtained are communicated to the students.
- Assessment-related grievances are addressed by the College Examination Officer. Final exam results are discussed in departmental and staff meetings.
- Programmes and courses–whose outcomes are outlined by the university in subject-specific curricula – are designed to equip students with knowledge, life skills, moral values, and self-reliance.

Research, Innovations and Extension

Criterion - 3. Research, Innovations and Extension

- The college promotes a healthy research environment in the college. The college facilitates and encourages research culture and innovation skills among the faculty and students.
- Faculty members as well as the students are encouraged to publish their conclusions of the undertaken projects in reputed journals, seminars and conferences. The faculty members are encouraged to publish papers in UGC approved journals.

- Incentives in the form of registration fees are given to the teachers who attend and present papers in State, National and International Seminars and conferences.
- There are ten Ph.D. faculties and two teachers obtained recognition as M.Phil., Ph.D. research guide.
- Apart from the academic activities, opportunities are created to support holistic development of students through several community outreach programmes organized by National Service Scheme and Board of Student Development.
- Special focus is given to outreach programmes that contribute to environmental sustainability, awareness of gender (in)equalities, and promotion of well-being of students and staff.
- The college conducts extension and outreach programs in collaboration with various stakeholders of the society. Students enthusiastically participate in Swachh Bharat Abhiyaan, AIDS Awareness Program and Blood Donation Camps.
- In the last five years, the college signed MoUs with other institutions. These collaborations provide opportunities for extension, innovation, internships and career goals, research and development. Every effort is made to establish enriched and meaningful collaborations with academic and non-academic institutions outside the university.

Infrastructure and Learning Resources

Criterion – 4. Infrastructure and Learning Resources

- The college has good infrastructure and learning resources including a seminar hall, Computer Laboratory, Library with a well-furnished reading room and RO water purifier unit.
- The learning resources like Language laboratory, INFLIBNET, e-journals, e-books, Shodhganga are available in the library. The College has three LCD projectors for ICT enabled teaching.
- The college has extensive infrastructure required for sports activities like athletics, volleyball, badminton, yoga, table tennis, weight lifting, powerlifting etc.
- For girls, a separate common room facility is available on the campus. The girls' common rooms are equipped with a First Aid Box and Sanitary Napkin Vending Machine.
- The Computer Laboratory is utilized for training purposes and also to fill up the admission, examinations and scholarship forms.
- There is a UPS facility to ensure power backup.
- The college has a playground sufficing the purpose of providing the best learning experience of outdoor physical activity.
- The college has a policy to make Annual Maintenance Contracts (AMC) with different vendors (MVP Printing Press, Multinet, ITI, Architect College, Electrician, Plumbing Services etc.) for maintaining physical, academic and support facilities.
- The college maintains an adequate student computer ratio with 100 Mbps bandwidth internet connection and Wi-Fi campus facility.

Student Support and Progression

Criterion – 5. Student Support and Progression

- The college has developed an effective support system to help students in their education and progression. Around 70% of our students are benefitted by scholarships, free ships of the Central and State government.

- Savitribai Phule Pune University has provided four types Scholarship to the college students which are as follows:

Pune University Scholarships 1) Gunwant scholarship of /- 2) Kranti Jyoti Savitribai Phule Scholarship of Rs./- 3) Scholarship for Economically Backward Class of Rs. /- 4) Rajarshi Shahu Maharaj Scholarship of Rs.

- Also, Institute level merit scholarship, financial support is provided for economically weak students. Effective measures such as Sevak Kalyan Nidhi, Vidyarthi Suraksha Nidhi, Group Insurance facilities are provided to the students.
- The college has established a Competitive guidance centre. The centre has organized various workshops on career guidance and lectures every year. For the career enhancement of the students the college organizes soft skills training programme, Guidance Scheme for Weaker students and Yoga training. A Personal Counselling Centre has been established in the college to solve problems of the students with direct interaction and also through group counselling sessions.
- The college provides group Medical Insurance and Vidhyarthi Suraksha Yojana to each and every student.
- Earn and Learn Scheme is functional in the college.
- The college provides support to students for skill development, career counselling, competitive examination guidance, placement, and entrepreneurship development.
- The college has a transparent mechanism for students' grievances, anti-sexual harassment and anti-ragging. Awareness is created through the workshops and guest lectures about sexual harassment and anti-ragging.
- The college has an active Alumni Association that facilitates the alumni network and support in the form of motivation and opportunities for the current students.

Governance, Leadership and Management

Criterion – 6. Governance, Leadership and Management

- Leadership and governance at Arts and Commerce College, Satpur entails participative management by the Governing Body, the Principal, the teaching and non-teaching staff, and the students. These stakeholders collaborate in a democratic manner to carry out their professional responsibilities accomplishing the vision and mission of the college.
- The College Development Committee and the IQAC monitor the college administration. IQAC suggests programmes and activities that are approved by the CDC. The Principal helps in governing and managing the college through CDC, IQAC, and other college committees.
- Any progressive policy / plan is thereby deployed after due deliberations at the level of the Staff Council Committees. The college believes in democratization of activities and information.
- The e-governance tools used by the college facilitate ease of access to information to the students and faculty. There are several schemes provided by the parent institute to take care of the health and economic welfare of the college fraternity.
- The college also extends constant support to the staff in their professional pursuits. To this end, numerous professional development and academic programmes are organized in the college. Most of the faculty members are Ph.D. holders and remaining are pursuing their research.
- The college encourages faculty to participate in Refresher, Orientation, and Faculty Development Programs, provides leaves for research work and financial support are granted to the faculty for attending seminars, workshops, and conferences.

- The college has introduced e-governance in administration, finance, accounts, student admissions, library and examination.
- The performance of the teaching and non-teaching staff is assessed through the Annual Performance Appraisal System.
- Arts and Commerce College, Satpur could attain excellence only with the shared responsibilities of the stakeholders in every area of operations. In addition to the collective role of the faculty, the IQAC at the college has been instrumental in overall quality assurance in teaching-learning processes. This collaborative effort has taken the college to new heights every year, aspiring for higher competitive goals in leadership, governance, and institutional values.

Institutional Values and Best Practices

Criterion – 7. Institutional Values and Best Practices

- The college strives hard towards implementing best practices such as Empowered, Participative and Transparent Governance through Institutional Management Software and Green Campus Initiatives. In the adopted village named, NSS unit of the college has developed a green zone through tree plantation.
- The main feature of this system is the ease of access to information regarding status of each and every student to all academic stakeholders including Principal, Heads of Departments, Faculty, Tutors, Class Advisors, Chairpersons of Class Committees, Officials at the Administrative Office, Library Staff, Parents and Students.
- Every year, the institute organizes the blood donation camp for welfare of the society and motivating the students to become a responsible citizen and, thus spreading the message of peace and harmony through humanitarian approaches.
- The college organizes various promotional programs to emphasize women empowerment, self-protection, rights and laws that protect women and health awareness through NSS and SDO activities.
- The college maintains complete transparency in its financial, academic and auxiliary functions by a participative mechanism.
- A handbook of code of conduct which is displayed on the college website following the dictum *'Discipline, Quality and Transparency'*.
- The college campus comprises continuous supply of water and water purifier system.
- The college has a facility of first aid box and medical help if needed.
- The college takes efforts for the development and maintenance of the green campus.
- The college organizes national festivals and celebrates birth/death anniversaries of the great Indian personalities.
- The college conducts various activities for the promotion of universal values, national integration, social harmony, and social cohesion as well as it observes fundamental duties.
- About 100% of electricity is met through solar system. The remaining electricity is transferred to Maharashtra State Electricity Board.
- The college campus comprises a rainwater harvesting unit and bore well recharge pits.
- The college observes No Vehicle Day.
- The college conducts green audit and energy audit.
- The college makes available the physical infrastructure to carry out different social needs such as community welfare programs for the benefit of social development.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	MARATHA VIDYA PRASARAK SAMAJ'S ARTS AND COMMERCE COLLEGE, SATPUR, NASHIK
Address	Janta Highschool Campus, Satpur, Nashik-422007
City	Nashik
State	Maharashtra
Pin	422007
Website	https://mvpsatpurcollege.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Devidas Gangadhar Ushir	0253-2354101	9422270878	-	srcollege.satpur@mvp.edu.in
IQAC / CIQA coordinator	Sachin Shankarrao Rajole	-	9405537092	-	rajolesachin8@gmail.com

Status of the Institution	
Institution Status	Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Savitribai Phule Pune University	View Document

Details of UGC recognition		
Under Section	**Date**	**View Document**
2f of UGC		
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	**Recognition/Approval details Institution/Department programme**	**Day,Month and year(dd-mm-yyyy)**	**Validity in months**	**Remarks**
No contents				

Recognitions	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	**Address**	**Location***	**Campus Area in Acres**	**Built up Area in sq.mts.**
Main campus area	Janta Highschool Campus, Satpur, Nashik-422007	Urban	2	1712.1

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSC and Equivalent	English	30	6
UG	BA,Marathi	36	HSC and Equivalent	Marathi	30	24
UG	BA,Psychology	36	HSC and Equivalent	Marathi	30	7
UG	BA,Economics	36	HSC and Equivalent	Marathi	30	18
UG	BCom,Commerce	36	HSC and Equivalent	English + Marathi	120	91
UG	BA,History	36	HSC and Equivalent	Marathi	120	43
UG	BA,Politics	36	HSC and Equivalent	Marathi	120	27
UG	BA,Geography	36	HSC and Equivalent	Marathi	120	28

Position Details of Faculty & Staff in the College

	Teaching Faculty											
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				20			
Recruited	0	0	0	0	0	0	0	0	9	10	0	19
Yet to Recruit	0				0				1			

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				9
Recruited	5	3	0	8
Yet to Recruit				1

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	2	1	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	1	2	0	3
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	4	0	5
UG	0	0	0	0	0	0	0	0	0	0

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Part Time Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	**Male**	**Female**	**Others**	**Total**
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	265	0	0	0	265
	Female	284	0	0	0	284
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	72	35	54	72
	Female	94	81	90	103
	Others	0	0	0	0
ST	Male	29	12	31	27
	Female	27	20	23	33
	Others	0	0	0	0
OBC	Male	61	27	57	60
	Female	75	49	63	62
	Others	0	0	0	0
General	Male	50	99	60	59
	Female	19	9	18	20
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		427	332	396	436

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	The vision of National Education Policy is to provide high quality education to develop human resources in our nation as global citizens, is well taken by S P Pune university by implementing Choice Based Credit System for all programs. In view of the NEP our College has initiated the implementation of key principles of NEP such as interdisciplinary for all curriculum, different methods with technological innovations in teaching and learning, encouraging logical decision making and innovation, critical thinking and creativity. Academic programmes are modified to include Multidisciplinary / Interdisciplinary courses as electives. All programmes are modified in such a way that students

	get maximum flexibility to choose elective courses offered by other Departments. University is proactively working towards implementation of the suggestions given in the NEP by integrating add-on courses at each level.
2. Academic bank of credits (ABC):	In an Academic Bank of Credits students can deposit, transfer and redeem credits earned through a variety of courses, including MOOCs, Swayam etc. Savitribai Phule Pune University (SPPU) offers Flexibility for students to experience diverse learning. SPPU is an onboard official member of the National Academic Depository which offers an online repository for all academic awards under the Digital India Programme. From 2015 onwards, SPPU adopted digital procedure for conducting examinations. It follows a choice-based credit system for all of its programmes and is now in the process to pass a resolution related to the ABC in the Academic Council. It has been made mandatory for each and every student to register at ABC.
3. Skill development:	Skill Development Centre announces a short term course in Technical for promoting vocational education. The SPPU offers a total of 270 courses at diploma, UG, PG, and doctoral levels. SPPU aims at providing quality vocational education through these courses combining class room centred formal education and training with experience sharing of industry practitioners and internships in business houses. The college has already teaching the following Add on courses related to skills development such as Computerized Accounting, Employability Enhancement, Value Education etc. The college is going to signed Memorandum of Understanding (MoU) with industries for practical knowledge and development of industry required skills.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	SPPU encourages learning of Regional language Marathi, Sanskrit by offering PG, MPhil, PhD, Post Doc degrees. After spoken English and Marathi, now the Savitribai Phule Pune University (SPPU) will soon offer a course in spoken Sanskrit. The certificate course which hopes to increase the understanding and popularity of the language. This will definitely boost understanding of the cultural values permeated by the literary works in Marathi and Sanskrit. Further, Indian culture and Business Ethics in curriculum of

	Business Administration, teaches cultural values in Indian tradition so a business students imbibe value orientation while in business. The college will start a Certificate Course in Sanskrit Language to affiliating university Savitribai Phule Pune University in future.
5. Focus on Outcome based education (OBE):	SPPU Pune Provides various courses in streams like Humanities, Science, Education, Law, Business Administration, Engineering, Environmental Studies, Social Sciences and Technology. A total of 48 courses are available at the diploma level. The university offers 47 UG courses, 142 PG courses, and 33 doctoral courses. All these programmes are offered as outcomes-based education (OBE) which are designed keeping in mind the regional and global requirements. SPPU clearly stated Programme Outcomes, Programme Specific Outcomes and Course Outcomes for each and every program. These courses are designed with cognitive abilities such as Remembering, Understanding, Applying, Analysing, Evaluating and Creating. Further value added courses ensure social responsiveness and ethics, as well as entrepreneurial skills so that student contribute proactively to economic, environmental and social well-being of the nation. All course syllabi have been designed with due consideration to economic and social needs at large so as to apply the spirit of NEP.
6. Distance education/online education:	Educational institutions in the country has increasingly involved in using the digital platforms for engaging classes, conducting conferences and meetings due to Covid -19 pandemic. Though this situation is not competent with face to face learning, online education has broken the geographical barriers creating interaction of experts and students from distant places. Because of this, educational institutions have paved the way of adopting hybrid mode of education combining online and offline resources. This prediction is visualized by NEP. Covid-19 experience gained during pandemic, created online resources by educators and students will now flourish to a large extent in many fields. Faculties are encouraged to offer MOOC courses at SPPU which promotes the blended learning system.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	Electoral Literacy Club has been set up in Maratha Vidya Prasarak Samaj's Arts & Commerce College, Satpur with the primary objective of sensitizing the student community about democratic rights which include casting votes in elections. We organized various programs which create awareness regarding electoral procedures.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	Yes. Students' co-ordinator and co-ordinating faculty members have been appointed by the college. The ELC is functional. The Institution has the ELC functional with the following office bearers. Sr . No. Committee Name of Faculty 1 Nodal Officer Prin. Dr. D. G. Ushir 2 IQAC Coordinator Returning Officer Dr. S. S. Rajole 3 Asst. Returning Officer 1 Asst. Prof. S.G.Gangurde 4 Asst. Returning Officer 2 Asst. Prof. G. A. Panpatil 5 NSS Program Officer Asst. Prof. M.D. Shendge 6 S.D.O Dr. S. A. Gaikwad 7 Physical Director Dr.S. N. Gade 8 Women Representative Asst. Prof. R.V. Uphade
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	• Electoral Processes participation in voters' registration. • The college run 'Voter Awareness Campaign' and organize rally. • Promotion of Ethical Voting has been done through rallies and guest lectures. • Guest Lecture on Voting Awareness have been organized by the college for in-house students. • The college celebrated Constitutional Day and Youth Day. • The college gave 'Voting Pledge' to the students and faculty members.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	The ELC has taken initiatives which were socially relevant to electoral related issues especially awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes. 1. To help the target audience understand the value of their vote to ensure that they exercise their suffrage right in a confident, comfortable and ethical manner. 2. To develop a culture of electoral participation and maximize the informed and ethicalvoting and follow the principle 'Every vote count' and 'No Voter to be Left Behind'.
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to	The students above 18 years who are to be enrolled as voters are sensitized aboutdemocratic rights which include casting votes in elections. We conduct poster

institutionalize mechanisms to register eligible students as voters.	presentation, debates, elocution, and other programmes which create an awareness regarding electoral procedures.More such activities and actions will be taken by ELCs as well as Colleges to institutionalize mechanisms to register eligible students as voters.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
549	498	461	426	494

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 74

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	14

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
6.55	7.94	8.66	11.95	9.11

File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

1.1.1. Yes.The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment.

The college is affiliated to Savitribai Phule Pune University, Pune, so it follows the curriculum designed by the university. As the college runs UG courses in Arts and Commerce faculty, so the curriculum operates at UG level by keeping the goals and objectives in mind that make the students employable through holistic education and skill development.

Academic Calendar: The faculties of the college are encouraged to follow the academic calendar prepared by the committee members of the college before commencement of the academic year in coordination with Academic Calendar of the affiliating university that specifies duration of term or semester, teaching weeks, examinations or other cocurricular and extra-curricular activities etc.

Staff Meetings: At the beginning of every semester, the Principal calls staff meeting to instruct the staff members about teaching-learning and other activities. At the conclusion of every semester, staff meeting is called by the principal to take follow up of teaching and learning as well as co-curricular and extra-curricular activities.

Workload distribution: All concerned HODs arrange departmental meetings to distribute and assign the workload.

Departmental Meetings: The head of the department calls regular departmental meetings to take follow of teaching-learning and evaluation related activities. They **review the progress and implementation** of the syllabus time to time.

Time Table Preparation: As per the curriculum provided by the university and the workload allotted, time table is prepared by the college. All the faculties conduct regular classes to complete the syllabus in stipulated time.

Teaching Plan: The teachers prepare term/semester wise teaching plan as per allotted subjects. All the teachers are committed to follow the teaching plan and complete the curriculum.

Use of ICT : Along with **regular classroom teaching**, faculties use ICT tools for effective delivery of curriculum.

Conduct of CIA : The continuous internal evaluation of the students is done through internal tests, assignments, classroom-seminars and various types of examinations.

Organization of Seminars and Workshops : For the up-gradation of subject-related knowledge, the college organizes seminars and workshops. This activity provides a platform for teaching, non-teaching, and the students to participate and interact with the experts in various fields and enrich and update their subject knowledge. The faculties are also encouraged to participate in seminars, conferences, workshops and webinars organized by the other colleges. With this, the departments organize excursions, study tours, field and industrial visits for students to experience practical knowledge. The faculty members promote the students to read the resources available in the library. Skill development programs are conducted to increase employability of the students.

Academic and Administrative Audit : IQAC recently conducted the Academic and Administrative Audit by the external agency for further improvement in academic and administrative activities.

Feedback System : At the end of the academic year, IQAC collects feedback on curricula from the students, teachers, parents, alumni and employers. It is analysed by the proper mechanism constituted by the college and the report is communicated to the concerned departments and the university.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 3

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Other Upload Files	
1	[View Document](#)

1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 7

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
67	0	0	60	43

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1

Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum

Response:

1.3.1. Yes.The institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum.

In order to integrate the cross cutting issues relevant to Professional Ethics, Gender, Human Values, Environment and sustainability, the College has imbibed different types of courses in the curriculum, some enhance professional competencies while others aim to inculcate general competencies like social values, human values, environment sensitivity etc., thereby leading to the holistic development of students.

1.Gender Issues :

The college values all the gender by providing safe and healthy atmosphere to them. As per the strategy of the college for gender equality, all the people including students, teachers, and non-teaching staff live in a safe and equal society; have equal access to power, resources, and opportunities. They are treated with dignity, respect, and fairness. The value of gender equality also gets reflects in the syllabus of Social Psychology, Political Science, Marathi and English literature etc. The college organizes number of programmes on human rights, women empowerment, throughout the academic year to spread awareness among the students.

Women cell:

The cell properly works for the practical issues related to the welfare and equal opportunities for women faculty, staff, and students. The college displays a board at a perceivable place regarding the sexual harassment of women to aware the students about law and to create the sensitivity among the girl students and women staff about their self-esteem and self-defence. Moreover, the university has introduced the schemes like Nirbhaya Kanya Abhiyaan (Fearless Girls' Campaign) and Personality Development Programme to enhance the self-confidence, self-esteem, and personality of the girl students. The college regularly organizes workshops and seminars through Board of Students' Development (BSD) under these schemes.

2. Environment and Sustainability:

Environmental education is an integral part of the curriculum. 'A Course in Environmental Awareness' has been made mandatory for all the second year under-graduate students. The NSS unit of the college is actively involved in tree plantation, water and soil conservation, cleanliness campaign, blood donation camps, rallies etc. The college is very sensitive about the fact of renewable resources. The college has installed PV solar and rain water harvesting system.

3. Human Values :

In CBCS pattern, the university has introduced various Skill Enhancement Courses for the second year UG students. Human values like integrity, peaceful life, respecting others, honesty, truthfulness, caring, kindness etc. are inculcated in the students especially through the teaching in various forms of literature such as poetry, drama, novels, essays, short stories and one-act-plays etc.

4. Professional Ethics :

Professional ethics like leadership, courage, sharing, time management, cooperation, self-confidence, commitment, spirituality etc. are reflected in the syllabi. It enables the students to lead a practical life adding values to human relations. The college also organizes examinations for the students run by Gandhi Research Foundation, Jalgaon. The activity certainly acquaints the students about Gandhiji's ethical values such as non-violence, peace, love, and truth etc. The celebration of Samaj Din (the birth anniversary of the chief founder of our parent institution, Maratha Vidya Prasarak Samaj's), Guru Pournima, and Teachers' Day etc. certainly enhances the morals and social responsibilities of the students.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2

Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 27.14

1.3.2.1 **Number of students undertaking project work/field work / internships**

Response: 149

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 92.89

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2021-22	2020-21	2019-20	2018-19	2017-18
232	208	238	204	255

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
240	240	240	240	264

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 100

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	132

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	132

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1

Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 36.6

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

2.3.1. Response

The vision, mission and objectives of the college entirely focuses on the student's overall development. The college focuses effective teaching-learning process and as per the need updates teaching methodologies to make learning more interesting. Apart from regular lecture method the following teaching methods are used to enhance learning experiences:

Experiential Learning - The College consciously encourages students to become a part of experiential learning which includes participation in Field Trips, Industrial Visits etc. *Field trips* are arranged for students where they can observe places, collect samples, or take photographs for further study. These field trips bring students near to the environment which helps to bridge the gap between classroom education and the present socio-cultural realities. *Industrial/Organizational visits* are planned for students by the departments. Students visit various type of industries which provides hands-on-experience to them.

Participative Learning – Participative learning takes place in the college through activities like Group discussion, presentations and students' participation during the organization of seminar, workshops etc. Students are also involved in the various committees of the college to understand actual functioning of an institution.

Problem-Solving Method – The college emphasises problem solving methodology through activities like Mini Projects by Psychology students, Practical work (Journal Writing) by Commerce students, project report on Environment Awareness by SYBA/ BCom students etc. Apart from the above-mentioned teaching methodologies students are encouraged to participate in Debate, Elocution and Essay Writing competitions organized by the college.

Use of ICT tools

The college always encourages teachers and students to use ICT enabled tools for effective teaching and learning.Some of the classrooms are ICT enabled.

College initiatives for use of ICT - The college has installed separate Wi-Fi unit for the students inside the campus. The college issued separate PC to each department with internet connection. A well-equipped Computer Lab with internet facility and LAN is also available for the students. The teaching aids like LCD projector is usually used in the classroom along with laptop. Broadband Leased Line Fibre Internet connection is highly useful to function all the above devices very speedily. The staff members are familiarized with the use of ICT tools. To strengthen their knowledge, the staff members are encouraged to participate in various seminar, workshops and training programme related to the use of ICT organized by other institutes.

Teachers' use of ICT for effective teaching learning - All the departments use PPT and multimedia to simplify the syllabus in a more meaningful way. The teachers share links of the experts lectures available on You-Tube on Whats App groups. The link of E Content Learning Module (ECLM) is available on the college website through which students are able to access the recorded lectures of experts from affiliating university. During the pandemic of COVID-19 the staff members conducted sessions through Zoom and Google meet platform. The internal examinations are also conducted online through Google Forms. The

college has class wise What's App groups through which important notices, circulars and information are communicated to the students. The college library is regularly updated with online resources.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 98.67

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 75.68

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	12	11

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

2.5.1 **Response :**

Examination department of the college prepares an academic calendar for well-planned internal and external assessment. The College Examination Committee in consultation with the Principal and in tune with the guidelines provided by affiliating University works for transparent and objective assessment system.

The internal assessment includes methods like Assignments, Tutorials, Written Tests, Multiple Choice Questions, Mid-Sem Examinations, Project Work, Journal Writing and Oral/Practical Examinations, Internship etc. As per the academic calendar, examination schedule is prepared and displayed on the notice board, website and on the Whats App groups. The examination committee monitors and conducts internal and university examinations in the college through Senior and Junior supervisors. All the teachers submit question papers to the examination committee in sealed packing for internal assessment.

The assessment work is carried out by the concerned subject faculty in the institution for internal examination and at CAP Centre for university examination. The internal mark lists are prepared within the stipulated time and communicated to the students in the classroom as well as displayed on the notice board. The answer books are shown on the demand of the students and the concern teachers guide them for better performance. The Practical and Project work of the students is evaluated with the help of external examiners.

During the pandemic of COVID-19 most of the internal assessment is done through online mode with the

help of Google forms. The practical and oral examinations are also conducted online by using Google meet and Zoom applications in which necessary care should be taken for smooth conduct of examinations.

Under Choice Based Credit System extra credits are provided to the students for active participation in NSS, Sports, Cultural activities, Certificate Courses and Research etc. All internal assessment and practical marks are submitted online to the affiliating university through the teacher's individual login accounts on the university examination portal. To maintain the transparency in the internal assessment the Examination Strong Room is under CCTV Surveillance.

Grievance Redressal System :

The college deals with examination related grievances transparently, efficiently, and in a timely manner through Grievance Redressal Cell . All exam related grievances are addressed to the committee where Principal is the chairperson. If any grievance occurs, the senior and junior supervisor needs to apply to the exam committee. At initial level, committee discusses with the teacher concerned and tries to solve the issue at primary level. Internal exam marks of the student are displayed on the notice board and queries are discussed with them till they satisfy. Grievances associated with the internal assessment are handled by the examination section of the college whereas grievances related to the external assessment are forwarded to the Savitribai Phule Pune University, Pune.

A time-bound redressal mechanism is suggested by affiliated University. As per the guidelines and rules set by the University, there is a provision for revaluation of the answer sheets. The students can get the photocopies of their answer sheets by paying required fees online to evaluate the answer sheets on their own and find out the actual position. If the students are not satisfied with the marks which are given by the examiner they can also apply for rechecking and revaluation. After rechecking and revaluation, the final result will be displayed on the notice board.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The management of the institution always emphasizes output of the programmes. The college has been continuously working on the attainments of these outcomes along with skill development of students. The learning objectives are communicated through various means such as college prospectus, Principal's

address to students, Alumni meets etc. The Cos and POs are displayed on the college notice boards and college website. The college deputes teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Attainment of CO and PO:

Usually, the COs and POs are assessed through direct methods. The process of is based on internal examination, term-end examination, assignment, project work, oral examination and university examination marks.

Assessment tools & processes:

The College has adopted Final Year Result base analysis and Programme Exit Survey for the attainment of CO, PO & PSO for the academic year 2020-21.

Mechanism for COs, POs & PSOs:

Marks Entry Classification:

Under the mechanism decided by the college, the marks are classified into two Categories i.e. Internal & External (University Examination). Then course wise marks entries are done by the respective departments and faculties in the prescribed excel sheet format.

Determination of Threshold Value:

All marks of Internal and External examination of all students are entered into the excel sheet, then the marks are calculated on the basis threshold value for the further calculation of Course attainment. The college has decided 50% threshold value for all Courses for attainment of Cos.

Attainment Level Calculation of COs:

The college has decided Course attainment values for classification of Course attainment i.e. 1 for Low, 2 for Medium and 3 for High attainment of respective course. On the basis of internal and external marks of students the course attainment is calculated and classified as Low, Medium and High Course attainment.

Programme Exit Survey:

The college conducts Programme Exit Survey for the attainment of POs and PSOs which filled by the passed-out student of respective Programme. Likert Rating scale-based questions are asked to the respondents. On the basis of the responses of the students, the POs and PSOs are calculated.

Questionnaire for Programme Exit Survey:

The Questionnaire for Programme Exit Survey are filled by the passed-out student of the respective Programme. The predefined five questions are asked to the passed-out student of respective Programme in the context of Likert Rating Scale (10 Scale).

Attainment Calculation of PO & PSO:

On the basis of responses of the passed-out student of respective Programme to response sheet the attainment of POs and PSOs are calculated. Then those POs have secure value 1 are considered as Low Programme attainment, those POs have secure value 2 are considered as medium Course attainment, those POs have secure value 3 are considered as High Course attainment.

Final Attainment of CO, PO & PSO:

At the end of Calculation of POs and COs the decision has taken on the basis of Attainment Level i.e. 1 for Low, 2 for Medium and 3 for High attainment of respective course and Programme.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The management of the institution always emphasizes output of the programmes. The college has been continuously working on the attainments of these outcomes along with skill development of students. The learning objectives are communicated through various means such as college prospectus, Principal's address to students, Alumni meets etc. The Cos and POs are displayed on the college notice boards and college website. The college deputes teachers for workshops, seminars, conferences and FDPs to enrich them to attain the outcomes while teaching learning in the classes.

Attainment of CO and PO:

Usually, the COs and POs are assessed through direct methods. The process of is based on internal examination, term-end examination, assignment, project work, oral examination and university examination marks.

Assessment tools & processes:

The College has adopted Final Year Result base analysis and Programme Exit Survey for the attainment of CO, PO & PSO for the academic year 2020-21.

Mechanism for COs, POs & PSOs:

Marks Entry Classification:

Under the mechanism decided by the college, the marks are classified into two Categories i.e. Internal & External (University Examination). Then course wise marks entries are done by the respective departments and faculties in the prescribed excel sheet format.

Determination of Threshold Value:

All marks of Internal and External examination of all students are entered into the excel sheet, then the marks are calculated on the basis threshold value for the further calculation of Course attainment. The college has decided 50% threshold value for all Courses for attainment of Cos.

Attainment Level Calculation of COs:

The college has decided Course attainment values for classification of Course attainment i.e. 1 for Low, 2 for Medium and 3 for High attainment of respective course. On the basis of internal and external marks of students the course attainment is calculated and classified as Low, Medium and High Course attainment.

Programme Exit Survey:

The college conducts Programme Exit Survey for the attainment of POs and PSOs which filled by the passed-out student of respective Programme. Likert Rating scale-based questions are asked to the respondents. On the basis of the responses of the students, the POs and PSOs are calculated.

Questionnaire for Programme Exit Survey:

The Questionnaire for Programme Exit Survey are filled by the passed-out student of the respective Programme. The predefined five questions are asked to the passed-out student of respective Programme in the context of Likert Rating Scale (10 Scale).

Attainment Calculation of PO & PSO:

On the basis of responses of the passed-out student of respective Programme to response sheet the attainment of POs and PSOs are calculated. Then those POs have secure value 1 are considered as Low Programme attainment, those POs have secure value 2 are considered as medium Course attainment, those POs have secure value 3 are considered as High Course attainment.

Final Attainment of CO, PO & PSO:

At the end of Calculation of POs and COs the decision has taken on the basis of Attainment Level i.e. 1 for Low, 2 for Medium and 3 for High attainment of respective course and Programme.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3

Pass percentage of Students during last five years (excluding backlog students)

Response: 63.82

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
97	105	95	37	70

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
149	128	135	98	123

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	[View Document](#)
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.7 Student Satisfaction Survey

2.7.1

Online student satisfaction survey regarding teaching learning process

Response: 3.82

File Description	Document
Upload database of all students on roll as per data template	[View Document](#)

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

3.2.1 Response :

Arts and Commerce College, Satpur, Nashik provides enriching ecosystem for inculcating research and innovation approach amongst the students and the faculty member of the college. The college authority and the management of the institute takes initiatives to support the faculty by providing financial, technological and infrastructural level. They also provide support by implement the various kind of platforms like events programmes seminars workshops skill-based courses and research publications, for creation and transfer of knowledge.

The steps taken by the college are as follows:

For the faculty:

1. A research committee at the college level is working for the students and the staff of the college.
2. The college authority motivates the faculty to attend the faculty development programmes, seminars at various places.
3. The institute and the college organized three seminars for the faculty of various departments and even for the non-teaching staff.
4. The college has also motivated the faculty to publish the research papers in UGC care listed journal. One step ahead to this the college has published souvenirs of the seminars conducted by the college.
5. The three faculty members of the college books published in their credit. The total number of the published books is 37 from the faculty of the various departments.
6. Almost 50% of the staff is Ph D holder and remaining staff is pursuing their Ph D degree from the reputed universities.

For the students:

For developing innovative approach and scientific thrust amongst the students the college has implemented the following steps,

1. For the transferring of the knowledge the college organized various lecture series for the students one them is M R Jayakar which is supported by the university of Pune.
2. The college has signed various MoU's with the different organizations for the students such as Mahindra and Mahindra. Through this MoU the organization provides soft skill training to the students. The MoU's with YCMOU Library provides a vast gallery of the books for the students.
3. The college has developed its own e library.
4. The college also organized the field visits, surveys and project works on various subjects to be completed by the students only.
5. The college takes initiative in organizing the cultural events for the students so that the hidden talent of the students will get some kind of exposure.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 3

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	0	2

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0.18

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
2	0	1	9	1

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	[View Document](#)
Link to re-directing to journal source-cite website in case of digital journals	[View Document](#)
Links to the papers published in journals listed in UGC CARE list or	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.5

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
18	10	9	0	0

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

Maratha Vidya Prasarak Samaj's Arts and Commerce College, Satpur, Nashik encourages students to get involved in social service for holistic development. Students are prepared for social and humanitarian challenges by having exposure through various extension activities. Our college works with neighboring community and carried out range of extension programs to help the neighborhood under National Service scheme (NSS). Participating in such activities enlarges the knowledge, leadership qualities, skill level and confidence of the students.

National Service Scheme

Our National Service scheme (NSS) unit established in June 2009-10. NSS unit is very actively involved in various extension activities. Participation in NSS shapes our students as compassionate and responsible citizen. The college has carried out numerous activities for the neighborhood community,

sensitizing students to social issues, and their holistic development through NSS unit . Every year, **150** volunteers are enrolled for regular activities. Out of these, 100 volunteers are selected for NSS Special Winter Camp. The NSS department conducts various activities to sensitize students to the social issues and find solutions with active participation. During the regular activities, students are exposed to health, education, environment, personality development and various social issues with active participation. The initiatives such as Tree Plantation Drives, Vruskh Dindi, Swachh Bharat Abhiyaan, Swachhata Pakhwada, Health Awareness Programmes, Aids Awareness Rallies, Blood Donation Camps, Literacy Awareness, Beti Bachao, Beti Padhao Campaign, Voter Awareness Campaign, Social Reconciliation Week, Vigilance Awareness Week, Shramdaan Shibir, etc. The department organizes a special camp at different parts of the nearby villages to acquaint the students with group living, collective experience sharing and constant interaction with the community.

Special Camp:

Our National Service Scheme (NSS) unit adopts a village for five years and various initiatives are implemented for the overall development of that village as well as that of the participant students. The activities like Sanitation Campaign, Water Conservation, Energy and Water Literacy, Health Awareness, Village Premises Sanitation, Women Empowerment, Environmental Awareness, Save Girl Awareness Program, Social Survey etc. are organized in the camp.

Blood Donation Camp:

The college conducts Blood Donation Camp every year in coordination with NSS and MVP Samaj' Dr. Vasantrao Pawar Medical College. In the last five years, number of students and staff donated blood.

Cleanliness Campaign (Swachh Bharat Abhiyan):

Our National Service Scheme (NSS) unit conducts Cleanliness Campaigns under various initiatives every year with the help of staff and student volunteers.

Tree Plantation:

The college is actively involved in Tree Plantation Programme. In the last five years, NSS unit conducted Tree Plantation Programmes on different occasions.

Health Awareness and Disease Control Campaign

During the Covid-19 pandemic situation, our students and staff distributed around face masks and sanitizer in the vicinity of the neighboring villages. Students also helped with campaigning awareness programmes to prevent the spread of COVID-19.

Holistic Development:

Considering the holistic development of the students the college celebrates National festivals and almost all the birth/death anniversaries of the great personalities regularly. Further, through several curricular, extracurricular activities such as Nirbhaya Kanya Abhiyaan, Disaster Management, Personality Development, Soft Skills Development Programme, and Yoga Workshop etc. holistic development of the students is maintained.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

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File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 47

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	11	9	9	9

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 3

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

4.1.1. Response:

The college has adequate infrastructure facilities for teaching learning activities. The college has augmented its infrastructure systematically and continuously over the years. The college has infrastructural facilities like adequate classrooms, computing equipment, staff room, restroom, seminar hall, reading room, and ramp for the physically challenged students. The college has excellent classrooms to conduct regular classes in the twelve different rooms for B.A. and B.Com. Beside this, the classrooms are used to conduct ICT Teaching-Learning, Annual and Semester examinations, mentoring sessions, association activities and indoor competitions. The college has one playground and well-equipped Gymnasium for students. It is useful to maintain and improve the physical and psychological strength of the students. The college also has a library with reading room facility.

Library:

The college has a spacious and well-ventilated library with a collection of reference books and textbooks, periodicals and newspapers. The central library and reading hall have a good capacity where 40 users can seat and study comfortably. The library provides INFLIBNET, Shodhganga, Autolib library software and computers with internet facility for the students and teachers.

Gymkhana:

Gymkhana provides facilities including indoor and outdoor games and motivates the students to participate in various sport events. The college provides separate Gymkhana to the students for exercise. The gymkhana committee manages all the sports activities at the college and encourages the students to participate in zonal, university and state level competitions. It helps students to show their inherent talent and enhances sports culture among them.

Computing Equipment:

The college has 40 computer systems for the students and the faculty members for their academic and extracurricular work. The college has LCD projectors, printers with scanning for effective ICT enabled teaching-learning. The college also offers Xerox facility within the college premise only. All the

departments and computer labs are connected with 100 Mbps bandwidth. Computer labs, networking centres, various software and tools are available for facilitating teaching and learning process.

Details of infrastructure facilities available for teaching-learning are as follow:

Sr. No.	Description	Qty
1.	Principal Cabin	1
1.	Administrative Office	1
1.	IQAC Cell	1
1.	Examination Cell	1
1.	IT Lab	1
1.	Gymkhana	1
1.	Seminar Hall	1
1.	Common Room	1
1.	ICT Enabled Classroom	3
1.	Department of English	1
1.	Department of Marathi	1
1.	Department of Economics	1
1.	Department of Psychology	1
1.	Psychology Lab	1
1.	Department of Commerce	1
1.	Commerce Lab	1
1.	Department of History	1
1.	Department of Political Science	1
1.	Department of geography	1
1.	National Service Scheme	1
1.	Board of Students' Welfare	1
1.	Department of Physical Education & Sports	1
1.	Library	1
1.	Reading Room	1
1.	Classrooms	12
1.	Girls Common Room	1
1.	Staff Common Room	1
1.	Computers	40
1.	UPS	2
1.	Xerox with Scanner Facility	2
1.	CCTV Camera	10
1.	Printers	6
1.	PV Solar System (15.36 KWH) 48 Panels	48
1.	Web Camera	1
1.	Projector	3
1.	Bio-metric Machine	1
1.	Scanner	1
1.	Staff Toilet (Gents)	1
1.	Staff Toilet (Ladies)	1
1.	Toilet (Boys)	1

1.	Toilet (Girls)	1
1.	Toilet for Handicap	1
1.	Ramp	1

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 63.06

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
3.99	5.24	5.19	6.85	6.61

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

4.2.1 Response:

The library of MVP's Arts & Commerce College, Satpur was established with the inception of the college in 2009. The library has Collection of Books (Texts and References)- 2697, Periodicals and CD/DVDs. It is partially automated using (Autolib Software) e-Campus Education.

Autolib Library Management Software (Integrated Library Management System):

The library is the prime learning resource of the college and it is partially automated through Integrated Library Management System known as Autolib Library Management Software. This Software is developed by firm named IT Soft, Nashik. The Library Management Software consists of Modules such as Masters, Book Management, Barcode Facility, Book Accession, Membership, Circulation, OPAC, Catalogues, and Library Administration. The software is having additional features such as photograph of the member gets displayed while issuing the books. The status of a book such as withdrawn / write-off / damaged / lost and paid can be easily detected. Database backup restore facility is also available in the college library. Integrated Library Management System (ILMS) is named as Library Managements (Auto-Lib). Its modular software system consists of following library process :

1. Books Accession Process

2. Library data reports generation process

3. Students I-Card generation process

4. OPAC - Online Public Access Catalogue

5. Book Bar coding process

6. Issue and Return Module with barcode technology

7. Reading Hall attendance through ILMS process

Sr No	Particular	Physical Description
1	Name of the ILM Software	Auto Lib (by Library Management Software, Nashik)
2	Nature Of Automation	Partially Latest Version
3	Year of Automation	2017-18
4	Amount For Software	Rs.17,250 /-
5	Internet	2000GB CUL / Upto 10 Mbps till 2000 GB, Upto 5 Mbps beyond/Unlimited Calls (LCL+STD)
6	No. of Computer for Library	02

	Administration	
7	No. of Printers in Library	01

Library Area	**960 Sq. Ft**
Location	**Longitude : 19.968018** **Latitude: 73.77542**
Library Timing	**08.00 am to 04.00 pm**
Reading Room Capacity	**Boys -20** **Girls-20**

Books	**2697**
Periodicals/Magazines	**0**
E-Books	**250**
Journals	**0**
Newspapers	**04**

Library Management Software (Auto-Lib) is integrated, multiuser, multilingual library management system. The software is user friendly. It is web-based software and gets updated automatically according to the suggestions given by the Librarian. The services like bar coding, accessioning, circulation etc. are automated, through working both manually & using the software. The library has sections like Book Stacking, Periodicals, Circulation, Technical Processing & Reading Room. Library offers various services to its users like circulation system, online public access catalogue, internet browsing, inter library loan facility, a newspaper clipping.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

4.3.1. Response:

The College has good IT facilities available for teaching-learning, research and administration. Over the years, the college upgraded hardware, software and allied IT facilities according to requirements. The college tries to introduce latest technology in computing and IT fields regularly. The college upgrades IT facilities including Wi-Fi frequency as per the need and requirements. The college has Wi-Fi campus facility. The college has updated its IT facilities with increasing the number of computers, printers, scanners, LCD Screen, Xerox machines, online admission process, dynamic website, and RUSA software. The teaching and learning process is enhanced through incorporating ICT tools and e-resources. The students, teachers, and non-teaching staff are also encouraged to use various academic and administrative software such as library software, Admission, ERP system software. The details of upgradation of such facilities are given below:

Sr. No.	Facilities	Quantity
1.	Total Computers	40
1.	Laptop	1
1.	Campus Network	Broadband connections with LAN + Wi-Fi in office, Library, IT Lab, Classrooms, Departments, Staff room, and Campus Wi-Fi facility
1.	Internet Facility	2000GB CUL / Upto 10 Mbps till 2000 GB, Upto 5 Mbps beyond/Unlimited Calls (LCL+STD)
1.	IT Lab	01
1.	Smart boards	03
1.	ICT Enabled classroom	03
1.	Printer with scanners	03
1.	Scanner	02
1.	E-Books	250
1.	LCD Projector	03
1.	Barcode scanner	01
1.	Biometric Machine	01
1.	Photocopy/Xerox Machine	01

Updation and Upgradtion of IT Facility

Sr. No.	Particular	Updation Year
1.	Upgradation of Internet Bandwidth	2021
1.	Website designing & development	2020
1.	Broadband Wi-Fi	2021
1.	Admission Software	2009 to till date
1.	LCD Projectors	2015

1.	Regular Upgradation of PC configuration	2009 to till date
1.	Regular Upgradation of Library software	2017 to till date
1.	Regular Upgradation of Antivirus computer	2009 to till date
1.	UPS	2019

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.3.2

Student – Computer ratio (Data for the latest completed academic year)

Response: 13.73

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 40

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 6.06

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic**

support facilities) excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0.17	0.24	0.39	1.68	0.20

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 66.64

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
336	369	355	298	260

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

1. *Soft skills*
2. *Language and communication skills*
3. *Life skills (Yoga, physical fitness, health and hygiene)*
4. *ICT/computing skills*

Response: C. 2 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)	

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 28.17

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
167	155	165	67	130

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: B. 3 of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)
Proof related to Mechanisms for submission of online/offline students' grievances	[View Document](#)
Proof for Implementation of guidelines of statutory/regulatory bodies	[View Document](#)
Details of statutory/regulatory Committees (to be notified in institutional website also)	[View Document](#)
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 28.96

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
17	11	12	20	57

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
97	105	95	37	70

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

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 last five years

Response: 0

5.3.1.1 *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 wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

5.3.2

Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 1.8

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	4	2	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

Maratha Vidya Prasarak Samaj's Arts and Commerce College, Satpur has an active Alumni Association which is a non-profit making society registered under the Societies Registration Act 1860, Government of Maharashtra bearing Registration No. Nashik /0000726/2020. All the departments in the college contribute for the strengthening and widening of the Alumni Association. The college organize at least one alumni meet in a year, the local and outsider alumni take initiative for arranging such meetings. There are more than 300 alumni registered in the association. They are placed in industries, education, business, professional fields, entertainment and media industry, academics and social work. Alumni Association works to promote the bond of brotherhood among the alumni and to help the institution and its students grow in all aspects. In order to achieve the same The Alumni Association:

- Gets involved in students' development through participation in academic activities including research, workshops and placements. Hence, helps in creating opportunities for the students.
- Provides valuable feedback that helps to enrich insights in various areas of the institution.
- Promotes sharing of experiences and knowledge among the various stakeholders.
- Strives to create a platform where the students can help the institution and each other too.
- In order to encourage a warm relationship, the college communicates with the members of the Alumni through various email groups and social networking sites such as WhatsApp, Facebook etc.
- Alumni members are the active members in IQAC, NSS, Sports Committee etc.

The Alumni Association in collaboration with college conducts following activities on regular basis:

- Organizes social, educational and networking events at the institute level.
- Provides continuing educational enrichment experience for alumni and students.
- Undertakes activities contributing to improve the infrastructure and academic activities of the Institution.
- Helps the students to look upon the alumni to become a responsible citizen.
- Conducts periodical meetings to fulfil various objectives of the alumni 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.
- Alumni students who joined the government services or successful entrepreneurs are invited to

guide the existing students.
- Alumni NSS students help the college in organizing the special camps at village level.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

6.1.1. Response :

Maratha Vidya Prasarak Samaj is a democratic educational institute which strives to stand true to the aspirations of our Karmaveers, the pioneers of the MVP Samaj who laid the foundations of the institute with a motto Bahujan Hitay, Bahujan Sukhay (Wellbeing and Happiness of Masses). The college was intentionally established by MVP Samaj in response to the dire need of young pillars of the nation, especially of the middle and backward sections of the society who instead of academic brilliance had no hope for higher education. The nature of governance from higher level to ground level is consists of Management, College Development Committee, Faculty Members, Administrative Staff, Students, Alumni etc.

The CDC, the Principal, the IQAC, and all faculty members play a vital role in designing and implementing its quality policies in teaching, learning, research and extension activities. The formal and informal arrangements in the institution to coordinate the academic and administrative planning and implementation reflect the college's efforts in achieving its vision. The involvement of the leadership is clear in ensuring the policy statements and action plans for the fulfilment of the stated mission. The governance of the institute is fully transparent, democratic and all inclusive. In College Development Committee (CDC), the representatives of management, society, stakeholders, teaching staff and non-teaching staff members are nominated along with the Principal of the college. In consultation with CDC, IQAC makes the key policy decisions and considers important proposals for the development of the institution. Every year, various academic committees are formulated involving teaching and non-teaching staff of the college.

The perspective plan of the college is prepared for the multidimensional development of the institute keeping in mind the future needs of the college. As per the plan, the college implements various activities throughout the academic year to fulfil the vision and mission. The governance of the institution is reflective in **1.** *The Policy Statements and Action Plan 2. Formulation of Plans 3. Interaction with Stakeholders* 4. *Proper support for Policy and Planning 5. Reinforcing the culture of excellence 6. Champion organizational change* etc.

The effective leadership is visible in various institutional practices through decentralization and participative management as per the following working positions available in the college.

- Principal
- College Development Committee

- Internal Quality Assurance Cell
- In-charge appointed in the college
- Head of the various departments

Coordinators of various academic committees

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

6.2.1. Response :

Perspective Plan

In line with its vision statement, the institute has developed a perspective plan for its development. The perspective plan has been designed by the institute for the five years (2017-18 to 2021-22) in consultation with CDC keeping in the mind the vision, mission of the college as well as suggestions from the stakeholder. It is published on the college website.

Perspective Plan Deployment:

The college is governed by the parent institute Maratha Vidya Prasarak Samaj, Nashik. The institutional body comprises Executive council of MVP Samaj then MVP's board of directors, Education Officer, The College Development Committee (CDC), Principal, IQAC, Alumni Association, Student Council etc. who monitor policy decisions of the college. The major decisions of the college administration are taken in consultation with CDC and top management.

1. **Administrative Setup:**

Decentralized at different levels:

The administrative setup consists of :

CDC:- The committee is formed for the multisided development of the institution.

Principal:- Principal is an administrative head of the institution.

IQAC:- It is formed for the purpose of inclusive administration of the college. It consists of representatives from various stakeholders.

In-charge:- In-charge plays an important role in successful implementation of policies and strategies.

Head of Departments:- All the head of department organize curricular, co-curricular and extension activities for their departments.

College Committees: Different committees play an important role in the execution of responsibilities and activities on the campus. It is through the committees, the college seeks decentralization of power structure.

1. **Service Rules:**

For the service conditions and rules, the college follows the rules and regulations laid down by the Government of Maharashtra and Savitribai Phule Pune University, Pune. (Maharashtra Public University Act-2016)

1. **Procedures for Recruitment:**

In the college the recruitment is carried out as per the norms, rules and regulations laid down by UGC, Savitribai Phule Pune University, Pune and Government of Maharashtra. The advertisement is published in newspapers for particular vacancy and then interviews are taken by university committee. Then the vacant posts are filled.

1. **Transfer**:

According to the rules the transfer procedure is conducted in the institution.

1. **Procedures for Promotion:**

For promotion, college follows the rules and regulations laid down by the Government of Maharashtra and Savitribai Phule Pune University, Pune and UGC.

1. **Grievance Redressal Mechanism:**

The college has an Anti-Sexual Harassment Committee (Vishakha), Anti-Ragging Committee, and Discipline Committee for grievance redressal of the students.

Mechanisms for Grievance Redressal:

Direct access to authorities: Students can directly approach the Principal, the In-charge and Head of the Departments to put up their grievances.

Suggestion Box: The student can put their complaints in written form in the suggestion box kept on the campus. The box is opened periodically and the authorities take notice of the grievances and suggest

appropriate measures.

Student Council: The grievances of students are received through the members of the student council and the appropriate measures are taken for it.

The Alumni Association: The college has a Registered Alumni Association for better functioning of the college with all its expertise and representation from different fields.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2

Institution implements e-governance in its operations

     1. Administration
     2. Finance and Accounts
     3. Student Admission and Support
     4. Examination

Response: B. 3 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

6.3.1 Response :

Welfare Measures:

Maratha Vidya Prasarak Samaj's Arts and Commerce College, Satpur trusts the contribution of the employees towards the overall development and progress of the college. The following welfare schemes are available in the college for teaching and non-teaching staff:

1) Nashik District College Teacher Co-operative Society Ltd.: The Nashik District College Teacher Society provides loan facilities to all the members with less than 7 % of interest rate. Emergency loan is provided up to Rs 50,000/-. If the member of the society may be naturally or accidentally died, they are getting contingency loan and till 25 lakh debt forgiveness.

2) Sevak Society: Sevak Society provide loan facility with 7 % of interest rate, insurance policy, contingency loan to all the members. It provide 25,00,000 insurance policy for accidental death.

3) Sevak Kalyan Nidhi: In every month, Sevak Kalyan Nidhi amount 100 Rs is deducted from the payment of the staff members which covers the medical insurance upto 5 lakh rupees.

4) Types of Leave for the staff Members: All the teaching and non-teaching staff members are offered with Duty Leave, Medical Leave, Maternity Leave, Earned Leave etc.

5) Mediclaim Policy for Teaching and Non-Teaching: Maratha Vidya Prasarak Samaj started Mediclaim Policy for all the staff members with very minimum premium.

6) Employee Provident Fund Scheme: All approved teaching and non-teaching staff enjoy EPF benefit. In every month the fixed amount of approved staff members is deducted and included in EPF. The equal amount is contributed by the parent institution.

7) Interest-free advance to staff: In case of emergency, financial help is provided to the staff member in the form of advance payment.

8) Appreciation of Teaching and Non Teaching staff: Distinct achievement of staff is appreciated in the form of felicitation at the annual prize distribution ceremony of the college.

9) Medical Facility: 1. The employees are provided with the scheme of Group Medi-Claim Insurance Policy in different slabs. 2. Free Medical check-up as well as medical treatment for employees at subsidized charges are available in MVP Samaj's Dr. Vasantrao Pawar Medical College and Hospital, Nashik.

Performance Appraisal System

Maratha Vidya Prasarak Samaj Nashik has been providing the facility of Performance Appraisal System

for teaching and non-teaching staff. All the faculty members filled the performance appraisal form prepared by parent institution and submit it to Head of Department for his/her remarks. The head of the department provides his/her remarks on the basis of the task completed by the faculty concerned in the whole year and forward it to the Principal. The principal evaluates the performance of the staff on the basis of various criteria given by the parent institution. The self-appraisal reports then forwarded to central office of the parent institution for further action. The form is divided into two parts.

PART A: Personal Information, Academic Qualifications, Teaching Activities, Research Activities, Co-Curricular And Extra-Curricular Activities, Administrative Work, Self Assessment etc.

PART B: - **Remark and Assessment of HOD And Report of Principal.**

It includes:

1. Remarks of Head of Department on report of the activity and assessment of staff about teaching, research, extension, administration and extra-curricular activity with reason and justification.

2. Report of the Principal about Subject knowledge, preparation, teaching and class control.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.3.2

Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3.3

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 2.61

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP)**, *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	2	0	0

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
9	8	8	8	8

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)
Annual reports highlighting the programmes undertaken by the teachers	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

6.4.1. Response :

Internal And External Financial Audits:

The college conducts internal and external financial audits regularly. The institute has a mechanism for internal and external audit. We have our own internal control mechanism where internal control is an ongoing continuous process in addition to the external auditors to verify and certify the entire income and expenditure and the capital expenditure of the institute each year. Internal audit is also carried out on an elaborate way on half yearly basis. The institutional accounts are audited regularly by both internal and statutory auditors. So far there have been no major findings/objections. Minor errors of omission and commission when pointed out by the audit team are immediately corrected / rectified and precautionary steps are taken to avoid recurrence of such errors in future. The institute regularly follows internal and external financial audit system. At college level Pre-Audit system is established for compulsorily checking and verification of capital expenditure bills and vouchers through the internal auditor at the time of occurrence of transaction. The college has financial audit system.

Internal and External Audit: It is conducted annually by the Chartered Accountant appointed by MVP Samaj and Chartered Accountant R.S. Baste & Company Nashik at the end of each financial year.

*Government Audit***:** The government audit had done by Joint Director. It comprises Scholarship audit.

Savitribai Phule Pune University Pune Audit: It is conducted by the Administrative Officer, Senior

Auditor (Higher Education Pune Region, Pune) and The Finance Officer (Savitribai Phule Pune University, Pune) for N.S.S., SWO, and Quality Improvement Programme.

*Maratha Vidya Prasarak Samaj***:** The internal audit cell of the MVP Samaj also conducts audit as per order of parent institution.

Mobilisation of Funds:

The college mobilizes funds through, individuals, and the parent institute Maratha Vidya Prasarak Samaj, Nashik.

The financial sources of the college are:

- Salary grants, Infrastructure, Administrative, Grants of textbooks and reference books are received from Maratha Vidya Prasarak Samaj, Nashik.
- Various funding is received from Savitribai Phule Pune University, Pune (Board of Student Development) to implement the Karmveer Bhaurao Patil 'Earn & Learn Scheme' and N.S.S.
- The grant for examination work is received from the Savitribai Phule Pune University, Pune and constitutional scholarships are received from the Government of Maharashtra.
- The students' admission fee, tuition fee, college development fund is an important source of funding for the college. 80% students of the institution belong to SC/ST /NT category so, they had obtained scholarship.
- Library and Sports services are strengthened through the admission fees.

Optimum utilization of financial resources:

- The College invites requirements from all departments and accordingly prepares the budgetary plan.

- The purchase committee sanctions the budget by considering the financial resources CDC approves the budget and the college forwards this proposal to the parent institution's audit department for final approval.
- All the collections are deposited in the bank and all expenditure, recurring and non-recurring, are incurred through Cheques/Electronic mode.
- The utilization of the sanctioned budget is monitored by the CDC and the audit department of the parent institution.

The audit department of the parent institution monitors the entire business of financial permissions and its appropriate utilization.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

6.5.1 Response :

The IQAC was constituted in college in 2017 to ensure clarity and focus in college functioning towards quality enhancement through different strategies. The IQAC was constituted to develop an awareness system for consistent improvement in the overall performance of the institution related to academics and administration. Since then, the IQAC has become instrumental in suggesting several quality improvement measures in the college. It is consistently working on to develop a quality culture in its all spheres of the college activities by channelized efforts towards promoting academic excellence. It has been trying to institutionalize number of quality assurance strategies such as Quality Audits. The IQAC has taken initiatives to conduct :

Quality Audits : It includes Academic and Administrative Audit, Gender, Green and Environment audit of the college which are very helpful to maintain quality culture in the institution.

Academic and Administrative Audit: As per the suggestions received from the top management and College Development Committee (CDC), IQAC has taken initiatives to conduct academic and administrative audit to create the quality culture in the college.

Gender Audit: The gender audit is an attempt to study whether the college has good gender balance. The main objective of the audit is to find out area where gender imbalance exists and the factors behind it. The college IQAC has competed Gender audit with the help of external experts.

Green /Environment Audit : Green audit can be a useful tool for a college to determine how and where they are using the most energy or water or resources; the college can then consider how to implement changes and make savings. Green/ Environment Audit creates health consciousness and promote environmental awareness, values and ethics. The IQAC of the college has conducted its Green and Environment audit with the help of ISO certified external agency.

Preparation of Self Study Report of NAAC : The IQAC of the college plays key role in the process of Assessment and Accreditation from NAAC. The IQAC of the college has taken initiative to apply for the first cycle of NAAC, which is very essential for development of the college.

Social Awareness through best practices: The IQAC co-ordinates with the NSS department of the college and disseminates the best practices like Blood donation and Tree Plantation to create an awareness of social service and the natural environment. The institution has been conducting blood donation camps with the help of Dr. Vasantrao Pawar Medical College.

Strengthen Research Culture in the Institution: The IQAC encourages and motivates teachers for participating in seminars, conferences and workshops for paper presentation, publication of their research papers, undertaking research projects, doing M. Phil. And Ph.D. in their respective areas. The college has organized 02 Seminars, 01 Workshop in the last five years. Furthermore, the students are encouraged to undertake small research projects and participate in Research Project Presentation Competition organized by S P Pune University every year. As an outcome of this, most of the teachers of this college have completed their doctoral research and remaining teachers are undergoing the research process. The students too show keen interest in participating research project competitions like AVISHKAR, organized by Savitribai Phule Pune University.

Besides, the IQAC arranges regular meetings as well as collection and analysis of the feedback from all the stakeholders.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2

Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

File Description	Document
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

7.1.1. Yes. The institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

A. Safety and security

1. CCTV Monitoring – CCTV cameras are installed in the college premises which provide 24hrs. surveillance in order to observe the ongoing activities.

2. Wall Compound and Security Guard – The college is protected by wall compound covering the whole campus. Watchmen cum security guards are appointed at the main gate to prevent entry of outsider into the college premises.

 3. I -Card and Uniform- I-Card and Uniform is compulsory to the staff and students on college campus. I-cards are issued to the students and staff by the college.

4. Suggestions and Complaint Box – The campus is set with Suggestion and Complaint Box which is positioned near the principal's cabin.

5. Grievance Redressal Committees – The College has committees like 'Grievance Redressal Cell', 'Anti-ragging Committee' and 'Vishakha Committee' to monitor and address safety as well as security.

6. Health Aid Facilities – Every year, the college conducts health check-up camp for First Year students. Our college has Mediclaim facility for staff and students with minimum premium.

7. Awareness Programmes and Lectures / Special Talks – The college organizes various programmes to boost confidence of female faculty and students through initiatives like 'Nirbhaya Kanya Abhiyan', 'Stress Management', 'Yoga and Meditation Training Programme, 'International Women's Day', 'Mahila Suraksha Abhiyan', 'Beti Bachav, Beti Padhav' etc.

B. Counselling -The college provides personal counselling and guidance to the students. The mentor interacts and supports the assigned mentees in resolving their problems and issues. The college has separate career guidance and counselling committee. Furthermore, the Department of Psychology provides counselling to the students and admission committee members also counsel the students at the time of admission.

C. Common Room Facility – The college provides separate common rooms and washrooms for girls. Girls' Common room is equipped with facilities like first aid box, and other necessary things. Sanitary pads are available from vending machines located at the college Ladies Room and disposed off through burning in incinerator machines. This helps to avoid plastic based sanitary pads. It also prevents the blockages cause by sanitary pipeline.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.1.2

The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**

4.**Beyond the campus environmental promotion activities**

Response: B. Any 3 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document
Policy document on environment and energy usage Certificate from the auditing agency	View Document
Green audit/environmental audit report from recognized bodies	View Document
Certificates of the awards received from recognized agency (if any).	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

7.1.4 Response:

The college has implemented several measures to make the college an inclusive campus.

CULTURAL:

Our institute believes in 'Unity in Diversity'. Our college gives equal treatment or platform to each and every student who is admitted and belongs to different backgrounds, castes and religions. All our students strictly follow the same uniform. Uniform symbolizes uniformity.

*Youth Week***:** Our institute organize Youth Week on the occasion of Swami Vivekanand Birth Anniversary. It aims to unite the students from different cultures, castes and religions and spread the message of friendship among them. On this day, the college organizes various competitions such as dance competition, Rangoli, Debate, Sports competitions etc.

Yuva Spandan: Our students participated in various competitions of Yuva Spandan such as skit, mime, dance competition, group song which is organized by the Parent institute.

REGIONAL:

*Awareness Programme/Rallies***:** Our institute takes initiative in various awareness programmes/rallies such as Swachh Bharat Abhiyan, AIDS awareness, Tobacco Free Campus, Save Girl Child, Voter Awareness, Plastic Ban, Water Conservation, Waste Segregation, and Anti-Pollution Campaigns regularly.

LINGUISTIC: Our institute has organized the following linguistic programme.

Rajbhasha Din: Department of Marathi organizes Marathi Rajbhasha Din (Marathi Language Day). This is important in the view of deterioration of the Marathi Language.

Mother Language Day: Department of Marathi organizes World Mother Language Day. Mother language is important for survival in day to day life.

COMMUNAL, SOCIO-ECONOMIC:

Our institute organizes programmes related to the communal, socio-economic programmes like Female Foeticide, Save Girl Child, Nirbhaya Kanya Abhiyaan, Self-defence, Women Empowerment, Blood Donation, Vaccination etc.

*OTHER DIVERSITIES***:**

Birth/Death Anniversary: Institute organized or celebrated Birth/Death Anniversary of various national leaders.

Sensitization of Students and Employees

The institute organises activities that strengthen our constitutional values and deepen our allegiance and responsibility towards our nation. The activities are as follow:

- Constitution Day is organized to inform the students about Constitutional Rights and Duties as Citizens of India on 26th November every year.
- Voter's Day and Voter's Awareness Programmes are organised in the college to create awareness among the youth towards their constitutional rights and duties.
- The college fosters community responsibility by organising blood donation camps.
- Covid-19 vaccination camp was organized with the help of Primary Health Centre, Satpur on campus.
- To promote a sustainable environment, Swachch Bharat Campaign and Tree Plantation Drives are organised. As a part of campaigns, environmentally safe practices such as plastic ban, water conservation, waste segregation, cleanliness and anti-pollution campaigns are implemented regularly.
- Independence Day and Republic Day are celebrated in the college by hoisting the Indian flag on 15th August and 26th January every year.
- Marathi Rajbhasha Din is celebrated on 27th February every year for the promotion of regional Marathi language in view of its deterioration.
- Our institute takes effort / initiative through various programmes for women, girls or children such as Women's Day, Prevention of Female Foeticide, Save Girl Child, Vidyarthini Manch,

Nirbhaya Kanya Abhiyaan, Self-defence, Women Empowerment etc.
- The college nurtures and fosters national integrity by celebrating birth anniversaries of great national leaders. To pay a tribute to the hard workers, the institute celebrates 1st May of every year as National Worker's Day.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

7.2.1

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

Response:

7.2.1 Response:

BEST PRACTICE-1
Bringing the students of Marginalized and Deprived Social Strata into the Mainstream of Higher Education

The Context : Satpur is known as an industrial suburb of Nashik. Maratha Vidya Prasarak Samaj established Arts and Commerce College, Satpur in 2009, to cater the needs of economically backward classes and industrial workers. Our college greatly contributes to the students who are not in the mainstream of higher education or those who could not afford to go for the higher education in Nashik city or elsewhere. Satpur is only seven kilometers away from Nashik. The college is affiliated to Savitribai Phule Pune University, Pune. It has full-fledged Arts and Commerce faculties leading to UG degree. The college always paid attention towards the holistic development of the students.
The college is surrounded by slum area from all the sides. Most of the students in this area are from low-income families whose parents work as workers in Maharashtra Industrial Development Corporation (MIDC). These families face the problems like lack of hygiene facilities, lack of access to basic minimum civic services, overcrowding, poverty, insecure tenure, addiction, social exclusion etc. All these factors directly or indirectly affect their education. Due to the proletariat culture, most of the parents are unwilling to admit their children into Higher Institution. Our college identified the dearth need for transparent and student friendly admission process. Hence, the teachers were given a task to provide counselling to the parents. The admission process was initiated through college website and banners and then extended upto face to face interactions.

Best Practice: 2

Title of the practice- Donate Blood and Save Lives.

The context:
It is said that blood is one of the most priceless gifts one can give to another. Blood is essential for a person to stay alive. Many times, due to accidents or any other serious ailments, a person might require blood. To keep in mind the importance of blood donation the institution every year organizes blood donation camp. As the vision of the institution to prepare socially responsible human beings, this campaign is one of the initiatives to fulfil our vision. With the help of these camps we try to serve the needy people.

File Description	Document
Best practices as hosted on the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

7.3 Institutional Distinctiveness

7.3.1

Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

7.3.1 Response

Response:

The college was established in the industrial locality to ensure that it serves as a service to community in accordance with its institutional moto "Bahujan Hitay Bahujan Sukhay." (Wellbeing of the masses)The college functions on the principle of human equality and universal brotherhood. The College has "Zero Tolerance" to any kind of discrimination to any particular student and welcomes all the students with equal respect and dignity. This institution serves to be an instrument of change to many households in the nearby localities. The college shows pride in saying that our efforts have definitely uplifted the lives of several families especially those who were underdeveloped and deprived from pursuing higher education.

The institution has distinctive and unique vision to give emphasis on the attention to the learning abilities of the students from the background of working class of the industrial locality. The students who do not get either have educational scope, or cannot afford proper educational career due to the lack of economic stability. The college and the staff give special care and support to those students who earn for the living while learning. Many of the students come from BPL families. The students work somewhere before and after college hours to support their families. The Performance of the institution in one area distinctive to its priority is based on the fact that: - Most of the students (around 70%) are female, even though it's a co-educational institution. According to the record of the academic year 2021-22 admission, the number

of girls admitted to this session is more than 50% of the total strength of the admitted students in the college. The parents find the institution more secure and safe.

The special feature of our institution is that the faculty members take efforts to bring students into stream of higher education by visiting houses. The staff members arrange counseling for the parents as well as students about the benefits of higher education and ensure them financial assistance. They inform them about the advantages of seeking higher education such as getting some kind of employment, honor in society, self-reliance, and ability to guide to their future generation. The parents raise their difficulties in sending their wards to college such as financial constraints, safety and security of their girls, their academic low level etc. Thereafter, teachers assure them about financial help from government scholarship, the institutional financial aid scheme, the safety and security to their wards and paying individual attention to improve their academic performance.

File Description	Document
Appropriate web in the Institutional website	[View Document](#)
Any other relevant information	[View Document](#)

5. CONCLUSION

Additional Information :

Future Plans:

  1. Accreditation from NAAC
  2. To start Science Faculty
  3. Inception of PG courses

Concluding Remarks :

Maratha Vidya Prasarak Samaj's Arts and Commerce College, Satpur is providing opportunities of education to students from industrial background. Maratha Vidya Prasarak Samaj's management body always remains a strong support for development of the college. Following the footprints of the parent institute, the college makes every attempt to cater to the educational needs of the students.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
1.3.2	**Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)** 1.3.2.1. **Number of students undertaking project work/field work / internships** Answer before DVV Verification : 494 Answer after DVV Verification: 149 Remark : Revised values excluding field visits
2.1.2	*Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years* 2.1.2.1. **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
116	104	116	105	120

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	132

2.1.2.2. **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	120

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
120	120	120	120	132

Remark : DVV input as that the admitted seats not be more that sanctioned seats and excess of seats consider in GC

2.4.1	**Percentage of full-time teachers against sanctioned posts during the last five years** 2.4.1.1. **Number of sanctioned posts year wise during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
17	17	16	16	16

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	15

2.4.2	*Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)* 2.4.2.1. **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
13	16	16	16	15 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
11	11	11	12	11 | Remark : DVV input as per attached supporting documents
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3.3.1	**Number of research papers published per teacher in the Journals notified on UGC care list during the last five years** 3.3.1.1. **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
4	0	1	9	1 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
2	0	1	9	1	
3.5.1	*Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.* Answer before DVV Verification : 5

	Answer After DVV Verification :3
4.1.2	*Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years* 4.1.2.1. **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3.34</td><td>4.25</td><td>2.95</td><td>6.84</td><td>4.23</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>3.99</td><td>5.24</td><td>5.19</td><td>6.85</td><td>6.61</td></tr></table> Remark : Revised values asper supporting data attached
4.3.2	**Student – Computer ratio (Data for the latest completed academic year)** 4.3.2.1. **Number of computers available for students usage during the latest completed academic year:** Answer before DVV Verification : 40 Answer after DVV Verification: 40
5.1.1	*Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years* 5.1.1.1. **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years** Answer before DVV Verification: <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>336</td><td>369</td><td>335</td><td>298</td><td>260</td></tr></table> Answer After DVV Verification : <table><tr><td>2021-22</td><td>2020-21</td><td>2019-20</td><td>2018-19</td><td>2017-18</td></tr><tr><td>336</td><td>369</td><td>355</td><td>298</td><td>260</td></tr></table> Remark : Revised values as per attached supporting document
5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability*

	1. *Soft skills* 2. *Language and communication skills* 3. *Life skills (Yoga, physical fitness, health and hygiene)* 4. *ICT/computing skills* Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: C. 2 of the above
5.1.3	**Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years** 5.1.3.1. **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
167	155	165	67	130

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
167	155	165	67	130

5.1.4	*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases* 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance** 3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. 3 of the above
5.2.1	**Percentage of placement of outgoing students and students progressing to higher education during the last five years** 5.2.1.1. **Number of outgoing students placed and / or progressed to higher education year wise during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
17	15	12	21	59

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
17	11	12	20	57

  5.2.1.2. **Number of outgoing students year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

| 5.3.2 | **Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)** |

5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
0	8	30	3	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1	2	4	2	0

| 6.2.2 | *Institution implements e-governance in its operations* |

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Answer before DVV Verification : A. All of the above
Answer After DVV Verification: B. 3 of the above
Remark : Revision as per attached supporting documents

| 6.3.3 | *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years* |

6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
13	10	0	0	1

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
1	0	2	0	0

6.3.3.2. **Number of non-teaching staff year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

6.5.2	**Quality assurance initiatives of the institution include:** 1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented** 2. **Academic and Administrative Audit (AAA) and follow-up action taken** 3. **Collaborative quality initiatives with other institution(s)** 4. **Participation in NIRF and other recognized rankings** 5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.** Answer before DVV Verification : B. Any 3 of the above Answer After DVV Verification: C. Any 2 of the above
7.1.2	**The Institution has facilities and initiatives for** 1. **Alternate sources of energy and energy conservation measures** 2. **Management of the various types of degradable and nondegradable waste** 3. **Water conservation** 4. **Green campus initiatives** 5. **Disabled-friendly, barrier free environment** Answer before DVV Verification : A. 4 or All of the above Answer After DVV Verification: A. 4 or All of the above
7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following** 1. **Green audit / Environment audit** 2. **Energy audit** 3. **Clean and green campus initiatives** 4. **Beyond the campus environmental promotion activities** Answer before DVV Verification : A. All of the above Answer After DVV Verification: B. Any 3 of the above Remark : Revised values as per attached supporting documents

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 79 Answer after DVV Verification : 74
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15	16	16	16	16

Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
15	15	15	15	14