

**THE ANNUAL QUALITY ASSURANCE REPORT
OF
INTERNAL QUALITY ASSURANCE CELL**

**GAURISHANKAR SEVA SAMATI'S
VIDNYAN MAHAVIDYALAYA, MALKAPUR
DIST – BULDANA**



**SUBMITTED TO

NATIONAL ASSESSMENT AND
ACCREDITATION COUNCIL, BANGALORE**

2017-18

Vidnyan Mahavidyalaya, Malkapur Dist. - Buldana
The Annual Quality Assurance Report (AQAR) of the IQAC
2017-18
Part – A

1. Details of the Institution

1.1 Name of the Institution	: Vidnyan Mahavidyalaya
1.2 Address Line 1	: Nandura Road, Malkapur Dist. Buldana
City/Town	: Malkapur
State	: Maharashtra
Pin Code	: 4434101
Institution e-mail address	: vmvmlk1993@gmail.com
Contact Nos.	: 07267-223259
Name of the	
Head of the Institution	: Dr. B. B. Wankhade
Tel. No. with STD Code	: 07267- 223259/226499
Mobile	: 9422883075
Name of the	
IQAC Co-ordinator	: Dr. C. M. Bharambe
Tel. No. with STD Code	: 07267-223959/224349
Mobile	: 9096717604, 7020385257
IQAC e-mail address	: iqacvmvmlk2014@rediffmail.com
1.3 NAAC Track ID	: MHCOGN11225
1.4 NAAC Executive	
Committee No & Date	: EC(SC)/10/A & A/86.2 15 Nov. 2015
1.5 Website address	: www.vmvmlk.org.in
Web-link of the AQAR	: www.vmvmlk.org/iqac/aqar 2017-18.docx

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1st Cycle	B+	--	2004	5 year
2	2 nd Cycle	B	2.53	2015	5 year

1.7 Date of Establishment of IOAC : 06/10/2004

1.8 AQAR for the year : 2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC:

- 1. AQAR 2013 -14 submitted to NAAC on 12/12/2014**
- 2. AQAR 2014 -15 submitted to NAAC on 24/10/2018**
- 3. AQAR 2015 -16 submitted to NAAC on 25/10/2018**
- 4. AQAR 2016 -17 submitted to NAAC on 26/10/2018**

1.10 Institutional Status

University: **State** ☒ Central ☐ Deemed ☐ Private ☐

Affiliated College: Yes ☒ No ☐

Constituent College: Yes ☐ No ☒

Autonomous college of UGC: Yes ☒ No ☒

Regulatory Agency approved Institution: Yes ☐ No ☒

Type of Institution: **Co-education** ☒ Men ☐ Women ☐

Urban ☒ **Rural** ☐ **Tribal** ☐

Financial Status **Grant-in-aid** ☒ UGC 2(f) ☒ UGC 12B ☒Grant-in-aid + Self Financing ☒Totally Self-financing ☒

1.11 Type of Faculty/Programme

Arts	☒	Science	☒	Commerce	☒
Law	☒	PEI (Phys Edu)	☒	TEI (Edu)	☒
Engineering	☒	Health Science	☒	Management	☒
Others (Specify): ☒					

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

Sant Gadge Baba Amravati University, Amravati

1.13 Special status conferred by Central/State Government

UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University:	☒
University with Potential for Excellence:	☒
UGC-CPE:	☒
DST Star Scheme:	☒
UGC-CE:	☒
UGC-Special Assistance Programme:	☒
DST-FIST:	☒
UGC-Innovative PG programmes:	☒
Any other (2f and 12B):	☒

2. IQAC Composition and Activities

2.1 No. of Teachers	: 12
2.2 No. of Administrative/Technical staff	: 01
2.3 No. of students	: 03
2.4 No. of Management representatives	: 05
2.5 No. of Alumni	: 02
2.6 No. of any other stakeholder and Community representatives	: 00
2.7 No. of Employers/ Industrialists	: 01
2.8 No. of other External Experts	: 01
2.9 Total No. of members	: 25
2.10 No. of IQAC meetings held	: 06

2.11 No. of meetings with various stakeholders:

Faculty:	02	Non-Teaching Staff:	02
Students Alumni:	01	Others:	01

2.12 Has IQAC received any funding from UGC during the year?

Yes ☒ No ☒

If yes, mention the amount: **00**

2.13 Seminars and Conferences (only quality related)

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

Total Nos.: 05	International: 00	National: 00
State: 00	Institution Level: 05	

(ii) Themes:

- 1. UPSC and MPSC Guidance**
- 2. Soft Skill- Time Management**
- 3. Life Skill**
- 4. How to Face Interview**
- 5. Design your Career and Life**

2.14 Significant Activities and contributions made by IQAC

- Teacher Guardian Scheme.
- Digitalization of Teaching and Learning.
- Cultural Activities.
- Extension Activities throughout the session.
- Seminars, Test, Workshop-Conduction, Motivation for participation
- Student's Participation in various committees
- Excursion Tours
- Book Bank Facility, Additional Book facility and books on Deposition facility
- Support for poor learners

- Continuous Evaluation, Learners classification, special attention
- Display of student Attendance
- Teaching plans and execution
- Academic Diary maintain by teachers
- Student's Association Activities at departmental level
- Sports day Celebration
- Feedback system.
- Celebration of Independence day, Republic day, Gandhi Jayanti, Gadge Baba Jayanti, Sadbhavana Day, NSS day, Science day, Vivekanand Jayanti, Jijau Jayanti, Dahi Handi.
- Career and Counselling Unit

2.15 Plan of Action by IQAC/Outcome

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

Separate copy of Academic Calendar of the year 2017-18 is attached as **Annexure-V**.

Plan of Action	Achievements
National Anthem	All the students and Staff gather in the premises on every day at 12:30 an
Daily Academic Diary	Every Teacher maintains Daily Academic Diary, executed monthly by HOD and then Principal.
Teacher Guardian Scheme.	Every teacher guardian has allotted 32 to 36 students to record the Academic performance, Attendance and grievances of students during whole year
Cultural Activities.	100% of students benefited by participating in various cultural activities
Extension Activities throughout the session	100 students are benefited with various social activities in college campus and in adopted village as a special camp of 7 days.
Seminars, Test, Workshop Conduction, Motivation for	Seminar for B.Sc. II and III year students.

participation	Class Tests for B.Sc. I, II and III year students
Student's Participation in various Programmes	Workshops organised on following Themes 1. UPSC and MPSC Guidance 2. Soft Skill- Time Management 3. Life Skill 4. How to Face Interview 5. Design your Career and Life
Involvement of Student's in various committees	1. Internal Quality Assurance Cell. 2. Subject wise Associations. 3. Students Representative Council 4. Women Harassment Prevention 5. National Service Scheme etc. 6. Annual Social Gathering. 7. On various committies.
Excursion Tours	One Day field visit organised for B.Sc. I, II and III year at Nalganga Aquatic Ecosystem (44) , Manudevi Forest Ecosystem (46) and Ajanta Cave Ecosystem (104) on 04/09/2017, 14/10/2017 and 19/03/2017 respectively (number of students participated given in the parenthesis)
Additional Book facility for advance learners.	During this session Library provided additional books for examination to B.Sc. I (310), B.Sc. II (88), B.Sc. III (78) and M.Sc. (37) students. (number of students benefited given in the parenthesis)
Student's Associations	Subject wise associations are established at departmental level.
Interclass Sports competitions	Cricket (100), Holly ball (60), Ball-Badminton (62), Chess (48), Shot put (38), Javelin (58), Running (110), Slow cycle (80), Music chair (215), Lagori

	(100) etc. Games are organised and number of students are participated. (number of students participated given in the parenthesis)
Celebration of Days	Independence day, Republic day, Gandhi Jayanti, Gadge Baba Jayanti, Teacher Day, Sadbhavana Day, NSS day, Science day, Vivekanand Jayanti, Jijau Jayanti, Dahi Handi. All these activities are celebrated on their particular day, all most all students are participated and presents.
Career and Counselling Cell	Personal counselling by Co-ordinator for B.Sc. I year students, Soft skill programmes, Personality development and Scopes of B.Sc. for the B.Sc. III year students, Self-Employment workshop at District level, MPSC/UPSC guidance for B.Sc. II and III year students (“Competitive Square”) and competitive examinations for all students of college.
Suggestion Box	To collect suggestion from students it is mounted in front of IQAC and it is executed on every Saturday.

2.16 Whether the AQAR was placed in statutory body

Yes ☒ No ☐
Management ☒ Syndicate ☐
Any other body (IQAC) ☒

Part – B Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
Ph.D.	01	--	--	--
P.G.	01	--	--	--
U.G.	01	--	--	--
PG Diploma	--	--	--	--
Advanced Diploma	--	--	--	--
Diploma	--	--	--	--
Certificate	--	--	--	--
Others	--	--	--	--
Total	05	--	--	--

Interdisciplinary	--	--	--	--
Innovative	--	--	--	--

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

1) Elective option at UG level.

2) CBCS at PG level.

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	---
Annual	---

1.3 Feedback from stakeholders*

Mode of feedback :	Alumni	☒	Parents	☒
	Employers	☒	Students	☒
	Online	☒	Manual	☒
	Co-operating schools (for PEI)			☒

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

Teaching plan by teacher for the completion of syllabus,

1.5 Any new Department/Centre introduced during the year.

If yes, give details.

NIL

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asstt. Professors	Associate Professors	Professors	Others
15	13	01	01	---

2.2 No. of permanent faculty with Ph.D.: **06**

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

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
02	02	--	--	--	--	--	--	02	02

2.4 No. of Guest and Visiting faculty and Temporary faculty

No. Of Guest: **17** Visiting Faculty: **29**

Temporary Faculty: **12**

2.5 Faculty participation in conferences, symposia and workshops:

No. of Faculty	International level	National level	State level	Local level
Attended	---	1	---	1
Presented	2	3	---	
Resource	1	1	---	02
Total	03	05	---	03

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

Digitalization of 06 class rooms with DLP.

2.7 Total No. of actual teaching days during this academic year: **198**

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

Extra class tests were conducted by all faculty members. Valued answer sheets were returned to the students and discussion were made on conducted test.

Curriculum based, Home assignments and Project Assignments given to the students in each semester.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop: **01**

2.10 Average percentage of attendance of students: **75% and above**

4.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no of Students Admitted	Total no. of students appeared	Division				
			Distinction %	I %	II %	III %	Pass %
UG							
B.Sc.I	210	202	12	38	49	---	49.00
B.Sc.II	112	112	05	31	16	---	46.42
B.Sc.III	103	103	---	38	31	---	66.99
PG							
M.Sc.I	22	21	---	06	02	---	38.09
M.Sc.II	15	15	03	03	04	---	66.66
Total	462	453	10	116	102	---	---

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

IQAC improve the teaching learning process by

- i. Motivating faculty members periodically to attend programmes on new and emerging trends in science.
- ii. Ensuring access to internet and at the ICT instruments available at the college level.
- iii. Organizing educational tours to make teaching more effective.
- iv. Feedback on teaching is obtained to assure the quality of teaching learning.
- v. Motivating staff to pursue the research work and to receive grant from the various agencies like UGC
- vi. Motivating staff to attend workshops, seminars, conferences, refresher, orientation and short-term courses.
- vii. Addition of new books in the library.
- viii. Digitalization of 06 class rooms.
- ix. Workshop on “Preparation of Power Point Presentation”
- x. Workshop on “Use of ICT Equipments”.

2.13 Initiatives undertaken towards faculty development

Faculty / Staff Development Programmes	Number of faculty benefitted
Refresher courses	--
UGC – Faculty Improvement Programme	--
HRD programmes	--
Orientation programmes	--
Faculty exchange programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	03
Others (short term)	05

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	07	--	--	--
Technical Staff	06	--	--	--
Total	13	--	--	--

Criterion – III

3. Research, Consultancy and Extension

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

- Research Committee was established.
- Strengthen the research culture.
- Promotion to research projects.
- Allocation of some funds in Budget of Institution.
- Involment of students in the research projects.
- Participation and Presentation of research paper in the conferences at various level.
- Preparation of Proposals of MRP.

3.2 Details regarding major projects

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

3.3 Details regarding minor projects

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

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	03	01
Non-Peer Review Journals	--	--	--
e-Journals	04	--	--
Conference proceedings	04	--	--
Total	12	03	01

3.5 Details on Impact factor of publications:

Range: **05**

Average: **02**

h-index: **6.2**

Nos. in SCOPUS: **86.2**

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	---	---	---	---
Minor Projects	---	---	---	---
Interdisciplinary Projects	---	---	---	---
Industry sponsored	---	---	---	---
Projects sponsored by the University/ College	---	---	---	---
Students research projects (other than compulsory by the University)	---	---	---	---
Any other(Specify)	---	---	---	---
Total	---	---	---	---

3.7 No. of books published

i) With ISBN No.: **02**

Chapters in Edited Books: **02**

ii) Without ISBN No.: **00**

3.8 No. of University Departments receiving funds from

UGC-SAP: **00**

CAS: **00**

DST-FIST: **00**

DPE: **00**

DBT Scheme/funds: **00**

3.9 For colleges

Autonomy: **00**

CPE: **00**

DBT Star Scheme: **00**

INSPIRE: **00**

CE: **00**

Any Other (specify): **00**

3.10 Revenue generated through consultancy: **Nil.**

3.11 No. of conferences organized by the Institution

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

3.12 No. of faculty served as experts, chairpersons or resource persons: **05**

3.13 No. of collaborations

International: **00**

National: **00**

Any other: **00**

3.14 No. of linkages created during this year: **00**

3.15 Total budget for research for current year in laths:

From funding agency: **00.00**

From Management of University/College: **0.50**

Total: **0.50**

3.16 No. of patents received this year

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

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

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

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

Ph. D. Guides: **03**

Students registered: **00**

3.19 No. of Ph.D. awarded by faculty from the Institution: **00**

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

JRF: **00**

SRF: **00**

Project Fellows: **00**

Any other: **00**

3.21 No. of students Participated in NSS events:

University level: **00**

State level: **00**

National level: **00**

International level: **00**

3.22 No. of students participated in NCC events:

University level: **00**

State level: **00**

National level: **00**

International level: **00**

3.23 No. of Awards won in NSS:

University level: **00**

State level: **00**

National level: **00**

International level: **00**

3.24 No. of Awards won in NCC:

University level: **00**

State level: **00**

National level: **00**

International level: **00**

3.25 No. of Extension activities organized

University forum: **00**

College forum: **05**

NCC: **00**

NSS: 12

Any other: **05**

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

- Tree plantation: Plantation at college ground.
- Active participation in clean India Green India Campaign.
- Women empowerment through rallies, debate, GD and workshop.
- Free medical check up camping.
- Participation in Pulse polio Vaccination programme and awareness.
- Counselling programme for student through workshops and poster display.
- AIDS prevention, its control and awareness through workshop poster displays, banners.
- Rally on Sickel-Cell Anaemia, Save Girl Child, Ahinsa And Vruksha Dindi.
- Yoga, Meditation and sports activities at adopted village.
- Environment awareness and smokeless Chula demonstration.
- Essay competition on Disaster management.
- Workshop on soft skill.
- Formation of Red Ribbon Club, Disaster Management Club, Yuva Kalyan Club.
- Celebration of Independence day, Republic day, Gandhi Jayanti, Gadge Baba Jayanti, NSS day, Sadbhavan day, Dahi Handi, Swami Vivekananda Jayanti, Teacher day etc.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	10562 sq.m.	---	Gaurishankar Seva Samitti	10562 sq.m.
Class rooms	660 sq.ft. (4) 465 sq.ft. (2)	---	Gaurishankar Seva Samitti	6 of 3570 sq.ft
Laboratories	1050 sq.ft (5)	---	Gaurishankar Seva Samitti	5 of 5250 sq.ft
Other infrastructural facilities	3431 sq.ft.	---	Gaurishankar Seva Samitti	3431 sq.ft.
No. Of important equipments purchased during the current year.	08	---	UGC	08
Value of the equipment purchased during the year (Rs. In Lakhs)	1.5225	---	Gaurishankar Seva Samitti	1.5225

4.2 Computerization of administration and library

5 Computers with automation software for office administration and 1 computer with library automation software for library were updated.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4124	107360.00	362	43710.00	4486	151070.00
Reference	68	40900.00	---	---	68	40900.00

Books						
e-Books	210	00.00	---	---	210	00.00
Journals & Periodicals	29	38635.00	---	---	29	38635.00
e-Journals	---	---	---	---	---	---
Digital Database	---	---	---	---	---	---
CD & Video	34	---	---	---	34	---
Others (specify)	---	---	---	---	---	---

4.4 Technology up gradation (overall):

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	36	01	29	01	---	04	---	01
Added	08	01	01	---	---	02	04	---
Total	44	02	30	01	---	06	04	01

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

Nil.

4.6 Amount spent on maintenance in lakhs:

- i) ICT : 0.39957
- ii) Campus Infrastructure and facilities : 0.92910
- iii) Equipments : 1.19265
- iv) Others : 1.25801

.....

Total : 3.77933

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

- ✓ Support for Students from SC/ST, OBC and economically weaker sections through different scholarships.
- ✓ Support for Students with physical disabilities.
- ✓ Support for Students to participate in various sports, curricular and extra-curricular competitions at various level.
- ✓ Medical assistance to students: health insurance.
- ✓ Competitive Exams Guidance.
- ✓ Skill development programme (personality development, English literacy, computer literacy, etc.)
- ✓ Support for “Slow Learners”.
- ✓ Exposures to students to other institution of higher learning/corporate/business house etc.
- ✓ Publication of student magazine “ZEP”.
- ✓ Teacher Guardian Scheme.
- ✓ Career and Counselling Unit.
- ✓ Students and Staff Grievance Committee.
- ✓ Special Network Resource Centre.
- ✓ Internet facility with 4mbps Broad Band Service.
- ✓ Internet facility with 4G Jio Service in IQAC
- ✓ Excursion tours.
- ✓ Industrial visits.
- ✓ Book Bank Facility for Advance Learners.
- ✓ Annual Social Gathering.
- ✓ Special Prize Awards given to meritorious students.
- ✓ Extension activities through NSS.

- ✓ Women Harassment Prevention Committee.
- ✓ Research Committee.

5.2 Efforts made by the institution for tracking the progression:

- 1) The Financial funds were available and disbursed in time.
- 2) **98.35%** of students received financial assistance from Central Government respectively.
- 3) Government reservation policy for college admission is strictly followed.
- 4) Awareness about the various scholarship schemes through prospectus.
- 5) The ramp is provided to physical disabled students.
- 6) Almost all facilities are provided like library, common girl room, drinking RO water.
- 7) Transport facilities are made available during emergency situation.
- 8) Insurance scheme against accident run in the college as per the parent university rule.
- 9) Free Medical camp were organised by NSS.
- 10) Special Lectures are arranged on various competitive and entrance examination.
- 11) Workshops are organised for students to enhance communication skills.
- 12) Identification of slow learner students by class test and Teacher Guardian Scheme.
- 13) Students are motivated and participated in workshop, seminar, conferences and cultural events conducted by other institution.
- 14) College Magazine “ZEP” was published.
- 15) Women Harassment Prevention committee including girls students.
- 16) Anti-ragging committee including students.
- 17) Student and Staff grievances committee.
- 18) Student Representative Council.
- 19) Subject Wise Associations with Student Council.
- 20) Suggestion Box.

21) National Service Scheme.

22) Network Resource Centre for Students.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Total
542	37	00	579

Men	No	%	Women	No	%
	110	18.99		469	81.01

(b) No. of students outside the state: 00

(c) No. of international students: 00

Last Year (2016-17)						This Year (2017-18)					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
113	39	02	234	00	388	247	45	01	286		579

Demand ratio: 1.9 (B.Sc.) & 1.3 (M.Sc.)

Dropout %: - 69.35 (B.Sc.) & 31.81 (M.Sc.)

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

Student support Mechanisms	No. of students beneficiary
UPSC and MPSC Guidance	70
Soft Skill- Time Management	96
Life Skill	200

How to Face Interview	70
Design your Career and Life	200
Total	636

No. of students beneficiaries: **636**

5.5 No. of students qualified in these examinations

NET: **00** SET/SLET: **01** GATE: **00**
CAT: **00** IAS/IPS etc: **00** State PSC: **00**
UPSC: **00** Others: **00**

5.6 Details of student counselling and career guidance

Sr. No.	Programmes	No. of students beneficiary
01	Personality Development	89
02	Soft Skill development	96
03	Computer literacy	48
04	Environmental Awareness	520
05	Group Discussion	332
06	Seminar Preparation	310
07	Project Guidance	332
08	Study by Field Method	52
09	Mid Brain Activation to enhance IQ	51
10	Study Time Management	51
Total No. of students benefitted:		1881

5.7 Details of campus placement

On campus			Off Campus
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
---	---	---	---

5.8 Details of gender sensitization programmes

- The institution has well established **“Women Sexual harassment prevention Committee”**.
- One day workshop on ‘**Sexual harassment prevention**’ was organised for students.
- Rally on **“Women Empowerment”** was arranged by students.

5.9 Students Activities

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

State/ University level: **00** National levels: **00**

International level: **00**

No. of students participated in cultural events

State/ University level: **32** National levels: **00**

International level: **00**

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

Sports:

State/ University level: **00** National levels: **00**

International level: **00**

Cultural:

State/ University level: **00** National levels: **00**

International level: **00**

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	---	---
Financial support from government	234	1079570.00
Financial support from other sources	---	---
Number of students who received International/ National recognitions	---	---

5.11 Student organised / initiatives

Fairs:

State/ University level: **00** National levels: **00**

International level: **00**

Exhibition:

State/ University level: **00** National levels: **00**

International level: **00**

5.12 No. of social initiatives undertaken by the students:

Annexure III

5.13 Major grievances of students (if any) redressed:

Nil

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision:

A scientific and educational community that is open and welcoming, creative and adaptive and renowned for excellence in knowledge and skills.

Mission:

We are committed to quality education, empowering personalities and development of responsible members of the society.

6.2 Does the Institution has a management Information System

Yes,

The management information is uploaded on dated **29/11/2017** on the website www.dhemis.maharashtra.gov.in developed by Director, Higher Education, Pune.

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

6.3.1 Curriculum Development

The college thoroughly plans and develops action plans for effective implementation of the curriculum. Teaching plans are prepared in accordance with yearly planner provided by the office. Teachers prepare schedule of work for each subject semester/term wise. The teaching plans are checked by the staff him/herself and by the Head of the department. The actual periods engaged by the staff members and topic covered in that lecture are mentioned in the academic diary. The academic diary is provided by college to the individual teachers. The weekly verification of academic diary is under the control of the

head of department of their respective subject and monthly verification is done by the head of institution of the college.

The curriculum effectively delivered through lectures, supported by Power Point Presentations on DLP, OHP and Interactive board. Printed study material is also given to the students and supplemented by Group Discussions, Seminars and Interactive sessions.

The college conducts the regular meetings of the staff members and review is taken on the syllabus coverage. If someone is lacking in timely implementation of curriculum, provision of extra periods is made in the time table.

6.3.2 Teaching and Learning

The institution has inbuilt mechanism to monitor, evaluate and improve the quality of teaching and learning. Yearly planner and academic calendar is prepared and distributed to each department well in advance. It is ensured to make effective teaching days more than **197** days during the session. The teaching plans are prepared and syllabus coverage is checked by HOD and Principal. Academic diary is maintained by the teachers and verified by head of the departments and the Principal.

According to the staff justification by University and Joint Director of Higher Education Office, staffs are recruited. The class tests are conducted and assignments are given to the students according to scheduled plan described at the beginning of the session. The budget is prepared well in advance to purchase the required laboratory material at the beginning of the session.

The meetings of HOD's and staffs are conducted regularly to review, the syllabus coverage in each month. The teaching aids and advanced instruments are maintained properly and are updated from time to time.

6.3.3 Examination and Evaluation

I] Examination: At the time of admission the student are made aware about their attendance and performance in college tests. The undertaking from students is obtained at the beginning of the session mentioning that They will attend all theory and practical class not less than 75% and They will secure not less than 20% marks in each class test. Otherwise they will be detained from appearing of the University examination.

After every month, the attendances of the students are displayed on notice board. If the students are found short in attending the classes, they are counselled by the teacher counsellor concerned. If anybody still short in the attending the classes the letters are dispatched to their parents warning that student is not attending regularly. If he /she fail to make up the attendance, he/she will be detained. Again staff/principal talk with such parents/students and advice to attend the classes after hearing their difficulties regarding less attendance.

After every test examination, the marks are displayed on notice board and the answer sheets are return to the students. If anybody secures less than 6 out of 30, she/he is counselled by teacher counsellor and motivated to give better performance.

II] Evaluation: In the semester pattern the weightage to University examination was 80% for theory examination and 20% for internal assessment at UG and PG level.

At UG and PG level the college has adopted evaluation process. According to the process, internal marks are allotted to the students by giving them assignment, performance in class test and academic activity like seminar, group discussion, study tour, industrial visit, visit to educational institution, research organization, field work etc. Apart from mandatory, academic activities, other activities are also performed by the students.

6.3.4 Research and Development

The institution has a research laboratory of chemistry with the capacity of 8 students which is recognized by Sant Gadgebaba Amravati University, Amravati. The institution has applied to recognize its Zoology laboratory for research work to Sant Gadgebaba Amravati University, Amravati.

The research committee comprises of some faculty members who are active in the research activity. The recommendation made by the committee like promotion to research project and implementation of allocation of some funds in the budget of institution. The main objective of research committee members is to strengthen research culture.

The college management and Principal encourage the faculty members to pursue Ph.D. programmes on part time basis which facilitated smooth progress and implementation of research and development.

Dr. B. B. Wankhade (Department of Chemistry) and Dr. C.M. Bharambe (Department of Zoology) are the research guides for Ph.D research work recognised by Sant Gadgebaba Amravati University, Amravati. Dr. R. T. Parihar (Department of Chemistry) is research guides for Ph.D research work recognised by Gondwana University, Gadchiroli.

Five faculty members have Ph.D. degrees as their highest qualification and three have M.Phil degrees as highest qualification. Two faculty members are registered for the Ph.D. degree research work. In all, nine faculty members are involved in active research work.

6.3.5 Library, ICT and physical infrastructure / instrumentation:

I] Library:

- The library has an advisory committee comprising of staff members and the librarian of the college.
- Total number of books and Journals in library is **4554** and **29** respectively.

- There is proper policy for weeding out of books. The stock verification by librarian and an external is performed every year. The damaged/teared/wearied books are sorted. Further the books with outdated content are selected by the librarian and such outdated and disposable books are condemned after recommendation of library committee and approved by the Principal. The library provides the facility of downloading in the Network Resource Centre. Library provide subject-wise manual catalogue to Students and faculty member. College provides Virtual private Network Broad band Services for the students and staff.

III] ICT:

Computers are available for staff in the department of Computer Science, Botany, Zoology, Physics and in the UGC- Network Resource Centre. The teachers freely take help of the ICT resources and internet to complete their prescribed curriculum with the help of DLP projector and computer. Also projectors with interactive board, podium and laptops are available which are used by faculty members and students as and when required.

Faculty members are provided with computers with internet browsing facility for preparation of teaching/learning materials through NRC.

The use of information and communication technology has become very essential in imparting quality based education. Well equipped computer Laboratory, with multimedia, podium system, Interactive board and DLP projectors are available to the faculty as well as students for computer aided teaching. The computer faculty is always available for any need based assistance in the use of ICT.

The computer department also guides from time to time for the use of Internet facility for learning resources.

III] Instrumentation:

The ICT is well equipped with following instruments:

Name of the Equipment	Quantity
Laptop	06
Desktop Computers	41
Laser Printers	05
DeskJet Printer (Colour)	01
Scanner	03
Epson DMP	06
Webcam SVB	02
Speaker	12
Switch	03
Stabilizer	01

6.3.6 Human Resource Management

College staffs includes **14** regular teachers including a Principal, a librarian and a director of physical education, **07** office nonteaching staff and **06** technical staff. There are **12** teachers appointed on clock hour basis. Wet sweeper is appointed on contract basis. Security is provided by the running society. The work is divided into 03 parts:

1. Teaching-learning process:

Prime importance is given to teaching-learning process. In consultation with the staff, head of the department decides work load distribution at the beginning of the session. Teachers on clock-hour basis are

appointed well in advance at the beginning of the session. Every teacher is well aware of their responsibilities.

2. Administrative works:

Head of the Institution in consultation with all teaching and nonteaching staff distributes the **portfolios** of different work at the beginning of the session.

Annexure- IV

3. Activities.

Activities are divided into 06 groups like a) Research b) Co-curricular c) Cultural d) Sports e) Extension f) Excursion. Committees are declared at the beginning of the session Professor Incharge and Head of the departments prepares schedule of the activities.

6.3.7 Faculty and Staff recruitment

The staff members are recruited as per the norms of Maharashtra Government and rules of Sant Gadgebaba Amravati University, Amravati. The post for recruitment is sanctioned by Director of Higher Education and Registrar of Sant Gadgebaba Amravati University, Amravati. The roster checked and passed by Board of College and University Development Cell of Sant Gadgebaba Amravati University, Amravati and commissioner of Amravati region. For the vacant fulltime post, the draft of advertisement is sanctioned by Sant Gadgebaba Amravati University, Amravati and it is published in at least two newspapers out of which are of State level and local level. Selection committee is constituted as per Maharashtra University Act. The teachers are first recruited on probation by signing the agreement. The services are confirmed after satisfactory probation period.

6.3.8 Industry Interaction / Collaboration

The college has entered in MOU'S/collaborative arrangements with the following institutions.

- Amravati University Chemistry Teacher Association
- Manogat Parivar-NGO for betterment of the society
- Swami Vivekanand Ashram, Malkapur
- Gadgebaba Vichar Manch-NGO to spread thought of Sant Gadgebaba through activities
- Government Hospital Malkapur
- Students Welfare section, Sant Gadgebaba Amravati University, Amravati
- Deepstambh, Jalgaon Khandesh
- Red Ribbon Club, branch Malkapur
- Wild Life Conservation, Division Amravati.
- Amravati University Zoology Teacher Association.
- Indian Science Congress, Kolkata.
- Ecobiotech, MIDC, Dasarkhed.
- Chaitanya Biological Pvt. Ltd., Malkapur.
- Benzo Chemical Pvt. Ltd. Dasarkhed.
- Government Hospital Malkapur and Narvel.
- Gram Panchayat Narvel.

6.3.9 Admission of Students

- The students are selected for the admission to the UG and PG courses according to University norms. The rules and conditions for the eligibility are prescribed in the prospectus. The merit list is displayed from amongst the received application forms. The students are admitted as per the rules of reservation quota like SC, ST, VJNT, OBC, PH, Girls etc.

- The students are admitted to career oriented programme according to the rules framed by UGC among the college UG student only.
- The admission process is strictly followed as per the norms for backward classes, the cut off percentage for backward classes goes down while student of higher percentage are also admitted.

6.4 Welfare schemes for teaching nonteaching and student of institution

I] For Teaching and Non-teaching:

- Group Insurance Scheme.
- Personal and Home Loan Deduction Guarantee.
- Travelling and Daily allowances for Institutional Work
- Registration Fee for Research paper Presentation in conferences.

III] For Students:

- GOI Scholarship to SC/ST, OBC, NT, Minority students.
- Concession to students belongs to economically backward class.
- Concession to wards of teacher and nonteaching employee of Maharashtra Government.
- Group Insurance Scheme.
- Seed money to participate in intercollegiate sports, academic and cultural activities.

6.5 Total corpus fund generated: 00

6.6 Whether annual financial audit has been done

Yes ☒ No ☐

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	NAAC, Banglore	Yes	Head of Institution
Administrative	Yes	NAAC, Banglore	Yes	Head of Institution

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

For UG Programmes Yes ☒ No ☐

For PG Programmes Yes ☒ No ☐

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

Pattern of Class Test.

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

Our institution not applied to autonomy.

6.11 Activities and support from the Alumni Association

The college alumnae are invited once in a session during annual social gathering. The platform is provided to the alumni of the college to perform their cultural activities and also to share their views with other alumnae, current students and faculties of the college.

More than alumni stable in their life and visited to college

6.12 Activities and support from the Parent – Teacher Association

Feedback from Parents on curriculum, teaching learning, Infrastructure and others was obtained and the data was used for the improvement of the institutional issues.

6.13 Development programmes for support staff

1. **“Preparation of Audio- Video Power point presentation” for Teaching Staff.**
2. **“Preparation of Power point presentation” for teaching Staff.**
3. **“Use of ICT equipments for teaching and learning” for Teaching Staff**
4. **“Use of Office Automation Software” for Nonteaching Staff.**
5. **“Yoga and Meditation” for all Staff.**
6. **“Staff Tour to Omkareshwar”**

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

- **Energy Conservation:** Class rooms and laboratories are constructed to provide maximum ventilation to minimize the use of fans and tube lights during teaching learning processes. The students and staff take responsibilities to put off fans after completion of classes and laboratories.
- **Water Harvesting:** The roof water in rainy season is collected and is allowed to percolate in the well through constructed pit to increase water level of the water resources of the campus.
- **Efforts for Carbon Neutrality:** Well known carbon crediting trees like Saptaparni, Neem and Banyan tree along with decorative plants like palm and ficus are planted in the campus.

Criterion – VII

7. Innovations and Best Practices

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

1. Teacher Guardian Scheme in new form.
2. Cultural Activities.
3. Extension Activities throughout the session.
4. Student's Participation in various committees.
5. Excursion Tours.
6. Book Bank Facility, Additional Book facility and books on Deposition facility.
7. Support for slow learners.
8. Display of student attendance.
9. Teaching plans and execution.
10. Subject wise Associations and Activities.
11. Sports day Celebration.
12. Feedback system.
13. Student and Staff Grievance committee.
14. Magazine "ZEP".
15. Career counselling Unit.
16. Women Empowerment.
17. Staff Academic diary.
18. Anti-ragging Committee.
19. Research Committee.
20. Women Sexual Harassment Prevention Committee.
21. Student Representative Council.
22. Remedial Coaching Classes.

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

Academic diary mentioned by staff and checked by HOD and HOI monthly

Staff meetings were conducted to take review as and when required

Attendance of student was displayed every month and poor learners were counselled by TG's

Various competitions and social awareness and other community services have been planned and executed.

Different associations have been established in the various departments to implement various activities which increase academic and extracurricular performance of students.

All things given in the academic calendar were completed within time and well manner (**Annexure V**).

Plan of Action	Achievements
Motivation to teachers to participate in Orientation, Refresher Courses, Seminars and Conferences.	- All most all teachers had attended Orientation, Refresher Courses and Short term Courses. - Teachers have presented their papers in National and International level Conferences.
Encouragement to teachers for publishing their articles in various journals.	Teachers have published their articles in National, International, Peer Reviewed and Impact Factor Journals.
The IQAC suggested for CAS Promotions.	01 teacher availed of CAS and 11 teachers waiting for CAS
To purchase more books in library	The library newly added 227 Text Books, 05 E-Journals.
Motivation to students for higher education.	Every teacher discussed with the students about the same.

Decision about improving teaching and learning process with ICT	More equipments of ICT are purchased and are being used by the teachers like Digital Board, DLP Projectors, OHP etc.
Participation of students in various curricular and Extra-curricular Activities	Students regularly take part in activities and awarded by different ranks.
Advise to organize community oriented Programmes	The college is an NSS Cell, organize many more programmes regarding women empowerment and save girl child etc.

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

I] National Anthem

(Annexure I)

II] Cultural activities

(Annexure II)

7.4 Contribution to environmental awareness/protection

- Tree plantation and conservation by National Service Scheme unit in college on Independence Day.
- Tree plantation was also done at the public places and School premises of Narvel.
- Rally's were also organized on the theme Cleanliness, Sewage disposal and Septic tanks at the adopted village Narvel.
- Disaster management cell was established at college level by NSS.

7.5 Whether environmental audit was conducted? Yes ☒ No ☒

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

Strengths:

- Student centred activities with appropriate weightage to Academic, Extension, Sports and Cultural sites.
- Visionary Management.
- College is included in **2f and 12B** list of UGC hence entitled to receive grants.

- Qualified and dedicated staff with high level of team spirit.

II) Weaknesses:

- Limitation of space
- Diverse student community.

III) Opportunities:

- To develop interdisciplinary research centre.
- To give need base services to society through consultancy.
- To produce skill- knowledge providers with scientific temper to serve the society.
- To become a scientific educational institute renowned at National and International level.

IV) Challenges:

- Educationally backward region empowerment.
- Generation of resources for technology up gradation.
- Campus placements.
- Improvement of University Examination results.
- Collaboration with National/ International Institutions.
- Recruitment of qualified teaching faculty members on the vacant posts.

7.7. Plans of institution for next year

- Expansion of library with reading room.
- Renovation of Building.
- Construction of seminar hall.
- Construction of Research Centre.
- Construction of new Class rooms.
- Construction of rooms for other activities.
- Construction of new computer science lab.

Name: Dr. C. M. Bharambe

Name: Dr. B. B. Wankhade

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

BEST PRACTICE I

Title: “NATIONAL ANTHEM”

Goals:

1. To inculcate feelings of patriotism
2. To motivate and channelized the student towards activities of Nation building.
3. To develop team spirit.
4. To save students from distractions.
5. To promote unity in the diversified students.

Context:

Vidnyan Mahavidyalaya Malkapur was established in 1993. The students of this college belong to various religion, caste, creed, locality, economical and educational environment. After independence of our Nation, national symbols also emerged. One of the most prominent National symbol is the National Anthem. It portrays the relationship between the people and our Nation. It also tells about volume of life, cultural, history, emotions of the people of our Nation. It narrates the integrity of the people of different culture.

Generally upto school education singing of National Anthem is compulsory for all students. When students enter in the stream of higher education this nobel practice is stopped in India is the largest country in the world by youth population. Youth plays important role in the Nation building. Those youth should be motivated and channelized towards the National Programmes and Patriotism.

The Practice and the evidence of the success:

With the very holistic aim to inculcate the feelings of Patriotism and to promote the unity in the diversified students singing of National Anthem in the general assembly was started from 2013 session.

After third period of every working day i.e. at 12:28 pm. all the students and staff is gathered in the open space of college campus. Director of Physical Education is given the responsibility of arranging the class wise students and playing the recorded National Anthem of Prescribed time i.e. of 52 seconds in disciplined manner. Within two minutes, the assembly is over.

By gathering daily at fixed time and singing the most respectful poem of the Nation i.e. National Anthem “Jana Gana Mana” in respectful manner, all students and staffs are charged with feelings of Patriotism. It helps in inculcating the responsibility towards Nation Building. It helps in diverting the thinking pattern of the students towards more fruitful and essential positivity. It helps in bringing all the students of caste, creed, sex, religion, region, economical condition for the Nobel cause of Unity in the diversity. It helps in developing the team spirit amongst the students and staff.

It not only helps in promoting the team spirit amongst the students and staff, but also acts as a catalyst to fill the energy and enthusiasm amongst them.

Problems encountered and Resource Required:

1. For playing recorded National Anthem, a sound system costing about Rs1500/- already available in college is provided. No extra resources required.
2. The universal problem occurred in any higher educational Institution is that Theory and Practical periods of all the students could not be started at a time. In our college students comes in college when their 1st period starts. Further reporting timings of class 4, class 3 nonteaching staff is different that is 09:45 am and 10:30 am respectively. Further reporting time of teaching staff is between 10:0 to 11:00 am daily. Although the assembly for National Anthem should be conducted at the starting of the working day, in our Institution we choose the timing of 12:30 noon daily so that all students and staff are available for the National Anthem.

3. In Hot or in Rainy session it is difficult to stand-up in the open space. In such unavoidable circumstances, they are allowed to gather in verandas and class rooms

BEST PRACTICE II

Title: Cultural activities

Goals:

1. To provide platform to show their hidden talent.
2. To boost the self confidence of the students.
3. To develop spirit of team work among the students and staff.
4. To release the stress of the students.
5. To inculcate leadership among the students.
6. To develop healthy relationship.

Context:

As per the mission of the college of quality education, empowering personalities and development of responsible members of the society and to achieve the goals of the college like to develop humanism, spirit of enquiry and reform in the youth of society, development of various basic skills among the students so as to become independent members of the society and to provide platform for the development of physical, mental and moral strength through sport, extension and co-curricular activities, college provides ample of opportunities to the students through the organization of cultural activities throughout the session.

The practice and the evidence of the success:

At the beginning of the session the plan of action of the cultural activities is prepared by the Professor Incharges. Student representative council of the college is established at the beginning of the session. It includes one student representative who is excellent in cultural activities.

Celebration of Independence day, Republic Day, Sadbhavana Day, NSS day, Mahatma Gandhi Jayanti, Cleanliness day, Gadge Baba death

anniversary, Savitribai Fule Jayanti, Vivekananda Jayanti, Gadge Baba Jayanti, Science day, World Women day.

On the eve of independent and Republic day cultural activities like Dance and Singing on patriotic theme are performed by 16 students.

Youth festival is organized by the parent University every year. 32 students of this college participated in this events in Dance, Mime, Singing, Drama, and other events.

Students are also participated in the competition like Debate, Extempore and Singing etc, organized by other institutions.

In 2016-17, students participated in various competitions like Speech, Poem, Essay and Posters.

The opportunity to develop leadership and to show hidden talent amongst students is mainly given to them in the annual mega cultural event i.e. Annual Social Gathering. During this year 300 students show their involvement.

Cultural activities included One act play, Mime, Painting, Antakshari, Mehendi, Rangoli, Handy craft exhibition, Dance, Singing Fancy dress, One man Show, Drama, Musical drama, Pass to pass and many other entertaining programmes. Programme is organized by student's representative council. Teacher and student organizers are appointed for each event. Winners are felicitated by giving them awards and certificate is given to each participant in the prize distribution ceremony.

Some simple games like musical chair, Potato race, Three legs, Rashi khech, Bhala throw, Cricket, Holly ball, Carom, Ball bat Minton are organized on one Sport Day celebration.

Date of some cultural events and participation of student is summarized as follows.

Sr. No	Event	2017-18	
		Date	No. of student
01	Independence Day	15/08/2017	22
02	Youth Festival	26/09 to 29/09/2017	35
03	Musical chair	13/02/2018	200
04	Annual Social Gathering	11/02 to 13/02/2018	550
05	Republic day	26/01/2018	29
06	Dahihandi	18/09/2018	105

Problem Encountered:

- Due to arrangement of cultural activities 3 to 4 teaching days are affected.
- Students take some time to switch from enjoyment mode to the study mode.
- Due to lack of self confidence some student required more force to take involvement in cultural activities.

Resources Required

About Rs. 70000/- amount is required to conduct all cultural activities throughout the session. Rs. 150/- collected from 396 students as extracurricular activity fees. Rs. 61040/- was collected from students during 2017-18. About Rs. 9000/- are expended on this head and remaining expenses are meet out from the college account.

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

- Tree plantation: Plantation at school and college ground.
- Active participation in Clean College Campus Campaign.
- Women empowerment through rallies, debate, GD and workshop.
- Free medical check up camping.
- Participation in Pulse polio Vaccination programme and awareness.
- Counselling programme for student through workshops and poster display.
- AIDS prevention, its control and awareness through workshop poster displays, banners.
- Rally on Sickel-Cell Anaemia, Save Girl Child, Ahinsa And Vruksha Dindi.
- Yoga, Meditation and sports activities at adopted village.
- Environment awareness and smokeless Chula demonstration.
- Essay competition on Disaster management.
- Workshop on soft skill and personality development..
- Formation of Red Ribbon Club, Disaster Management Club, Yuva Kalyan Club.
- Celebration of Independence day, Republic day, Gandhi Jayanti, Gadge Baba Jayanti, NSS day, Sadbhavan day, Dahi Handi, Swami Vivekananda Jayanti, Teacher day etc.
- MOU with different nearby industrialization.
- Application of science knowledge in society.
- Mid Brain Activation and its applications in society.

Annexure IV

Vidnyan Mahavidyalaya, Malkapur, Dist:- Buldana.

NOTICE

Following portfolios are distributed to the staff members for the academic session 2017-18.
All I/c Prof. are required to submit a plan of action for their portfolio to the undersigned before _____.

PORT FOLO 2017-2018

Sr.No.	Name of the Committee	Staff members	Designation	Signature
1.	IQAC (NAAC)	Prof. Dr.C.M.Bharambe	Co-ordinator	
2.	Admission	Prof. Y. D. Patil	I/C. Prof.	
		Dr. C. M. Bharambe		
		Dr. R. T. Parihar		
3.	L L & E (ISR)	Dr. Y. P. Patil	Director/Co-ord.	
		Sau. J. S. Kulkarni	Members	
		Dr. J. T. Ingle		
4.	Discipline	Prof.V.S.Deole	Prof. I/c.	
		Prof. Dr.R.T.Parihar	Members	
		Prof. S. V. Borle		
		Shri. U. V. Shinde		
5.	T. G. Scheme	Dr. C. M. Bharambe	Counsellors	
		Prof. Y. D. Patil		
		Prof. D. Y. Dhale		
		Prof. A. J. Rathi		
		Prof. S. V. Borle		
		Prof. J. T. Ingle		
6.	Time-Table	Prof. V. N. Saoji	I/c. Prof.	
7.	Career Guidance	Dr.R. T. Parihar	I/c. Prof.	
8.	Examination (College & Uni.)	Prof. D. Y. Dhale	Nodal officer & Conductor	
9.	ENVT Studies	Prof. S. V. Borle	I/c. Prof.	
10.	Magazine	Prof. A. J. Rathi	Editor	
11.	Alumni Association	Prof. G. H. Kurhade	Prof. I/c.	
12.	Staff Activities	Dr. R. T. Parihar	Prof. I/c.	
		Shri. B. A. Sawale	Member	
13.	Student Activities			
	A) SRC	Prof. G. H. Kurhade	Prof. I/c.	
	B) Academic	Prof. D. Y. Dhale		
	C) Sports	Prof. V. S. Deole		
14.	Library	Prof. A. J. Rathi	Member	
		Sau. J. S. Kulkarni	Member/Secretary	
15.	Grievances	Prof. Sau. V. N. Saoji		
		Prof. S. V. Borle		
		Dr. C. M. Bharambe		
		Shri. S. G. Narkhede		
16.	Remedial Coaching Classes	Dr. Y. P. Patil		
		Prof. A. F. Gotarkar		

VIDNYAN MAHAVIDYALAYA, MALKAPUR, DIST-BULDANA.
YEARLY PLANNER-2017-2018.

JUNE	JULY	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.	APR.	MAY
1	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6	6
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23	23	23	23	23	23	23	23	23	23	23	23
24	24	24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25	25	25
26	26	26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27	27	27
28	28	28	28	28	28	28	28	28	28	28	28
29	29	29	29	29	29	29	29	29	29	29	29
30	30	30	30	30	30	30	30	30	30	30	30
31	31	31	31	31	31	31	31	31	31	31	31
Total W.Day											
Total E.T.Day											
Total W.Day											
Total E.T.Day											
			I Term						II Term		