Arunodaya Dnyan Prasarak Mandal's

WOMEN'S COLLEGE OF ARTS, COMMERCE AND HOME SCIENCE, JALGAON

COMPOSITION OF IQAC (2021-22)

Representative	Name with Designation
Chairperson:	1) Dr. Jayashtri M. Nemade *(Principal)*
IQAC-NAAC Coordinator:	2) Dr. Satish G. Jadhav *(Vice-Principal)*
Secretarial Assistance:	3) Dr. Somnath S. Lokare *(Assistant Professor – English)*
Member from Management:	4) Prof. Arun P. Chaudhari *(President, ADP Mandal, Jalgaon)*
Nominee from External Expert:	5) Dr. Vishvanath S. Zope *(Principal, PGCSTR, Jalgaon)*
Nominee from Local Society:	6) Dr. Ketan P. Narkhede *(IQAC Coordinator, M J College, Jalgaon)*
Nominee from Industrialist:	7) Mr. Vinayak Y. Bendale *(Proprietor – Shrinath Polymer, Jalgaon)*
Teachers:	8) Dr. Hiralal V. Chavan *(HoD – Economics)*
	9) Dr. Sadhana B. Jawale *(HoD – Sociology)*
	10) Dr. Vinay B. Patil *(Librarian)*
	11) Dr. Kishor H. Nehete *(HoD – Geography)*
	12) Mr. Yunus R. Shaikh *(HoD – English)*
Administrative Officer:	13) Mr. Chandrakant S. Patil *(Head Clerk)*
Alumni:	14) Ku. Kavita K. Chauthe *(Assistant Professor – Economics)* Arts, Commerce & Science College, Erandol
	15) Ku. Sonam R. Patil *(Reporter – Daily Batamidar, Jalgaon)*
Student:	16) Ku. Chetana C. Songire *(BA – III)*

Dr. Satish Jadhav
Vice-Principal
IQAC Coordinator

Dr. Jayashri Nemade
Principal
IQAC Chairman

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Women's College of Arts, Commerce And Home Science, Jalgaon

LIST OF ANNUAL COMMITTEES (2021-22)

SR. No.	Name of the Committee	Designation
	I- STATUTORY COMMITTEE'S	
1	**Internal Quality Assurace Cell (IQAC) 2021-2026**	
	Dr. Jayashri M. Nemade- Principal	Chairman
	Dr. Satish G. Jadhav-Vice Principal	IQAC-NAAC Co-ordinator
	Dr. Somanath S. Lokare	Secrt. Assistance
	Prof. A. P. Chaudhari	Member from Management
	Prof. Dr. V. S. Zope	Nominees from External Expert
	Prof. Dr. K. P. Narkhede	Nominees from Lokal Society
	Shri. V. Y. Bendale	Nominees from Industrialist
	Prof. Dr. H. V. Chavan	Member
	Dr. Sadhana B. Jawale	Member
	Dr. Vinay B. Patil	Member
	Dr. Kishor H. Nehete	Member
	Mr. Yunus R. Shaikh	Member
	Mr. Chandrakant S. Patil-Head Clerk	Adm. Officer
	Kavita K. Chauthe	Alumni
	Sonam R. Patil	Alumni
	Chetana Chhotoo Songire	Student
2	**Prevention of Sexual Harassment Committee (2021-2023)**	
	(ICC – Internal Complaint Committee)	
	Dr. Sadhana B. Jawale	President
	Dr. Vinay B. Patil - Vice-Principal & IQAC Coordinator	Member
	Mrs. Dimpal S. Patil	Member
	Mr. Mahendra P. Chaudhari - Sr. Clerk	Member
	Ku. Tejswinee K. Surve BA-I	Student
	Ku. Arati Bhikan Patil BA-II	Student
	Ku. Chetana C. Songire BA-III	Student
	Dr. Vijeta Singh - Advocate	Advocate
3	**Prevention of Caste-Based Discrimination Committee**	
	Dr. Prakash G. Kamble	Chairman
	Dr. Srikant S. Chaudhari	Member
	Mrs. Vrushali V. Kolhe	Member
	Dr. Sanjay V. Bhamare	Member
	Mr.Ganesh B. Chaudhari - Jr. Clerk	Member

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4	Women's Grievance Redressal Committee (2021-2026)	
	Mrs. Archana A. Chaudhari	President
	Dr. Jayashri M. Nemade	Principal
	Mrs. Dimpal Patil	Coordinator (T. Rep)
	Adv. Mr. S. Y. Borole	Advocate
	Mrs. Ujwala K. Bendale	Social Worker
	Mr. Chandrakant Patil – Head Clerk	Non-Teaching Rep.
	Police Officer Jilha Peth (0257-2229733)	Member
5	Anti-Ragging Committee (2021-2026)	
	Dr. Sadhana Jawale	Chairman
	Mr.. M. A. Patil	Member
	Mr. Yunus Shaikh	Member
	Mr. S. R. Talele	Member
	Mrs. Tilottama A. Jawale	Member
	Mr. Mahendra Chaudhari – Sr. Clerk	Member
	Police Officer Jilha Peth (0257-2229733)	Member
6	Equal Opportunity Cell for PWD (Person with Disability)	
	Dr. Sanjay V. Bhamare	Chairman
	Mr. Yunus R. Shaikh	Member
7	Scholarship & National Integration& Election Committee	
	Dr. Prakash Kamble	Chairman
	Dr. Sanjay Bhamare	Member
	Mr. Rajesh Kharde	Member
8	Alumini Association Committee	
	Dr. Sughanda Patil	Chairman
	Dr. Dimpal Patil	Member
	Dr. S. S. Chaudhari	Member
9	Parents-Teachers Association Committee	
	Dr. Vrushali Kolhe	Chairman
	Dr. Prakash Kamble	Member
	Dr. S. V. Bhamre	Member
10	Election Literacy Committee	
	Mr. Yunus R. Shaikh	Chairman
	Dr. S. S. Chaudhari	Member
	Mr. Rajesh Kharde	Member
	II - ADMINISTRATIVE COMMITTEES	
11	Admission and Prospectus Committee	
	Dr. Somnath Lokare	Chairman
	Dr. Sanjay Bhamre	Member

	Dr. Kishor Nehete	Member
	Dr. Prakash Kamble	Member
	Dr. Sadhana Jawale	Member
	Dr. Dimpal S. Patil	Member
12	**Time-Table and Examination Committee**	
	Dr. Kishor Nehete	Chairman
	Dr. Srikant Chaudhari	Member
	Dr. Vinay Patil	Member
	Mr. Rajesh Kharde	
13	**Planning Board and Calendar Committee**	
	Dr. Srikant Chaudhari	Chairman
	Dr. Vinay Patil	Member
	Dr. Somnath Lokare	Member
14	**Website Upgradation Committee and ICT Committee**	
	Dr. Vinay Patil	Chairman
	Dr. Somnath Lokare	Member
	Dr. M. A. Patil	Member
15	**Annual Gathering and Prize Distribution Committee**	
	Dr. Vinay Patil	Chairman
	Dr. Kishor Nehete	Member
	Dr. Vrushali Kolhe	Member
	Mr. Yunus R. Shaikh	Member
16	**College Magazine Committee (*Kusumai*)**	
	Mrs. Dimpal Patil	Chairman
	Dr. Sughanda Patil	Member
	Mr. Madhavrao Patil	Member
	Dr. Vinay Patil	Member
16	**Publicity Committee**	
	Mr. Madhavrao Patil	Chairman
	Dr. Sughanda Patil	Member
	Dr. Srikant Chaudhari	Member
	Dr. Prakash Kamble	Member
18	**Fund Raising and Purchase Committee**	
	Dr. Jayashri Nemade –Principal	Chairman
	Dr. Satish G. Jadhav - Vice-Principal & IQAC Coordinator	Coordinator
	Mr. Chandrakant Patil – Head Clerk	Member
19	**Green Campus Initiative Committee**	
	Mr. Rajesh Kharde	Chairman
	Dr. Prakash Kamble	Member

III - STUDENT SUPPORT SERVICES COMMITTEE'S

20	**Library Committee**	
	Dr. Jayashri M. Nemade - Principal	Chairman
	Dr. Satish G. Jadhav - Vice-Principal & IQAC Coordinator	Member
	Dr. Vinay B. Patil	Secretary
	Dr. Hiralal Chavan	Member
	Mr. Chandrakant S. Patil - Head Clerk	Member
21	**NSS Department (Institution Social Resp.&Public Hygiene)**	
	Dr. Somnath S. Lokare	NSS - PO
	Mr. Madhavrao Patil	NSS Ass.- PO
22	**Capacity Building, Skills Enhancement & Short Courses Committee**	
	Dr. H. V. Chavan	Chairman
	Dr. Sughanda Patil	Member
	Dr. Sadhana Jawale	Member
	Mr. Rajesh Kharde	Member
23	**Competitive Examination and Career Counseling Committee**	
	Mr. Rajesh Kharde	Chairman
	Dr. Sanjay Bhamre	Member
24	**Sports Committee**	
	Dr. Satish G. Jadhav - Vice-Principal & IQAC Coordinator	Chairman
	Dr. Dimpal S. Patil	Coordinator
	Mr. Rajesh Kharde	Member
25	**Study Tour Committee**	
	Dr. S. S. Chaudhari	Chairman
	Dr. Kishor Nehete	Member
	Dr. Dimpal Patil	Member
	Mr. Ganesh Chaudhari – Jr. Clerk	Member (Non-Teaching)
26	**Student Welfare Committee**	
	Dr.Sanjay V. Bhamre	Chairman
	Dr. Vrushali Kolhe	Member
	Mr. Madhavrao Patil	Member
	Mr. Mahendra Chaudhari – Sr. Clerk	Member

IV - INNOVATIVE PROGRAMME/ACTIVITY COMMITTEES

27	**Teaching-Learning Innovative & Mentor-Mentee Committee**	
	Dr. Hiralal Chavan	Chairman
	Dr. S. S. Lokare	Member
28	**Women's Study Centre**	
	Dr. Vrushali Kolhe	Chairman
	Dr. Sughanda Patil	Member

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	Dr. Sadhana B. Jawale	Member
29	**Art and Culture Committee (Debate/Elocution/Essay/Exhibition etc.)**	
	Dr. Sughanda Patil	Chairman
	Dr. Hiralal Chavan	Member
	Dr. Prakash Kamble	Member
	Dr. Dimpal Patil	Member
	V - RESEARCH AND EXTENTION COMMITTEE'S	
30	**Research Promotion & MoU Programme Committee/Avishkar Cell**	
	Dr. Satish G. Jadhav	Chairman
	Mr. Yunus Shaikh	Member
	Dr. Hiralal Chavan	Member
	Dr. Vinay Patil	Member
	Dr. S. S. Lokare	Member
31	**Feedback Analysis Committee**	
	Dr. M. A. Patil	Chairman
	Dr. Srikant Chaudhari	Member
32	**Staff Academy and Code of Conduct & Professional Ethics Committee**	
	Dr. K. H. Nehete	Chairman
	Dr. Hiralal Chavan	Member
	Mr. Yunus Shaikh	Member
33	**UGC, RUSA & University Proposal Committee**	
	Mr. Yunus Shaikh	Chairman
	Dr. Vinay B. Patil	Member
	Dr. Hiralal Chavan	Member
	Dr. S. S. Lokare	Member
	Mr. Ganesh Chaudhari – Jr. Clerk	Member
34	**Vishakha Committee**	
	Dr. Sadhana B. Jawale	Chairman
	Dr. Dimpal Patil	Member
	Dr. Prakash Kamble	Member
	Mr. Mahendra Chaudhari – Sr. Clerk	Member

Annual Committees have been set up for the year 2021-22 as per above. Committee **Chairman** (with members) should discuss with the **Principal** regarding the Annual Plan and summit the same to the Principal before **Monday, August 23, 2021.**

Dr. Satish Jadhav
VICE-PRINCIPAL
(IQAC Coordinator)

Principal
Dr. Jayashri M. Nemade
PRINCIPAL

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Internal Quality Assurance Cell (IQAC)

(Post-Accreditation Action Plan)

The Institution has been Re-Accredited (3rd Cycle) at **'A' Grade** with a **CGPA** of **3.02** valid for a period of 5 years from 1st March 2021 to 28th February 2026.
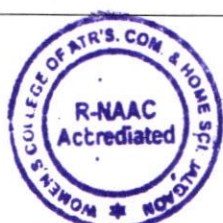
(w.e.f. September 2021)

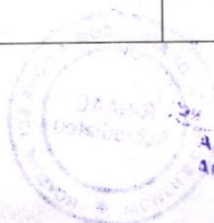| Sr. No.	Detail Plan of Work	Metrics Reference	Assignment	Remark
I. Individual / Faculty wise				
1	**Submit Documents:** 1. AC/BoS 2. Paper Setting (University) 3. Design & Development of Curriculum for Add-on/ Certificate Courses 4. Assessment/Evaluation (University)	1.1.3 (05)	Each Faculty	
2	**Course includes *Experiential Learning* through Project Work/ Field Work:** (Field Work/Excursion, Visits, Work Experience, Simulation, Research, On Job Training – Learn-Earn-Lead, Mock Parliament, Practical Learning, Community Services, Volunteers Role, hands-on-Activities etc.) (Prepare **course wise** Report: Program, Sem, Course Name, Course Code, Year, Name of the Student and Detail Report with Geo-tag Photographs)	1.3.2 (10) Response: 2.75 (5/182) 0 Marks (00/40)	Each Faculty (Semester wise) Minimum one course for each class (Course wise Reports with Geo-Tag Photographs – includes list of students)	
3	**Students undertake Project Work/Field Work:** • **BA I Sem II FC IV** Environmental Studies • **BA II Sem III CApC IV** Introduction To Early Childhood Education	1.3.3 (10)	Course wise Faculties/ Teachers Prepare the Documents i.e. Program,	

1

#		Code	Documentation
	• **BA II Sem IV CApC VI** Management of Childhood & Youth Centre • **BA III Sem V DC XII** Practical Geography Part I • **BA III Sem VI DC XVI** Practical Geography Part II		Sem, Course Name, Course Code, Year, Name of the Student and Detail Report with Geo-Tag Photographs, Internal Marks List, Practical Certificate etc.
4	• **Participation:** E-Content Development, Google Classroom, Google Form & LMS etc. for effective teaching-learning with ICT Tools • **LMS:** Maintain LMS (e.g. Google Classroom) of every course (semester wise)	2.3.2 (15)	Each Faculty
5	**Revised:** Course Outcomes	2.6.1 (15)	Each Faculty
6	**Publish Research Paper:** (Publish research papers in peer reviewed/ISSN/Impact Factor/UGC Notified Journal)	3.2.1 (05)	Each Faculty (Scan Colour Copy)
7	**Publish Books:** • Publish Chapter in Book • Publish Books	3.2.2 (10)	Each Faculty (Scan Colour Copy)
8	**Attend:** Online/Offline – Orientation/Induction Program, Refresher Course, STC, FDP etc. *(At least one per year)*	6.3.4 (05)	Each Faculty
9	**Implement:** Performance Based Appraisal System (PBAS) for CAS every year	6.3.5 (05)	Each Faculty
10	**Geo-tag Photographs:** All Programs & Activities **Report with Hard & Soft Copies:** All Programs & Activities		Each Faculty

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		II. Department wise		

1	**Conduct Activities:**
	(Besides Syllabus)
	• Cross-cutting Issues
	   o Professional Ethics
	   o Gender **(7.1.1)**
	   o Human Values
	   o Environment & Sustainability
		1.3.1
		
		(10)
			Each Department should Adopt minimum one Issue (minimum one activity per year of each issue) (Detail Activity wise Report with Geo-Tag Photographs)	

2	**Mechanism to assess Slow and Advanced Learners:** **Post Admission Test** to Analyze subject knowledge, skills and aptitude • Mode • No. of Questions • Criteria for S & A Learners • Department wise Strategies/Special Programs for S & A Learners	2.2.1 (30)	Each Department (to identify Slow & Advanced Learners) (Year wise Reports with Documents)	
3	**Arrange a Lecture:** on *Experiential Learning*, **_Participative Learning_** (Prepare Charts, taking small Activity, OPAC, Library Work, Reference Skills, Skills of Drafting, Language Lab, *Vachak Chalval*, Wall Posters, Literary Magazine, GDs, Role Play, Forum, Presentations, Committee & Cell Activities, Organize Seminar & Workshops etc.) and **_Problem Solving Methodologies_** (Case Studies, Projects, Interviews, Developed Vocabulary-Glossary, *Kusumai* Yearly Magazine etc.)	2.3.1 (20)	Department wise Activities (Activity wise Reports with Geo-Tag Photographs)	
4	**Revised:** Program Specific Outcomes	2.6.1 (15)	Each Department	
5	**Mechanism:** To evaluate POs, PSOs & COs	2.6.2 (15)	Each Department	
6	**Results:** Expected above 90%	2.6.3 (30)	Each Department	

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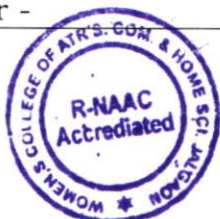|				
7	**Submit Research Project:** (received from Govt. and NGO)	3.1.1 (05) 3.1.2 (05)	Department wise	
8	**Organize:** Workshop/Conference/Seminar/ Webinar on relevant issues and Published Papers in Book	3.1.3 (05)	Department wise (Detail Reports with Geo-Tag Photographs)	
9	**Automated Library** using Integrated Library Management System (**ILMS**)	4.2.1 (04)	Library	
10	**Subscription for e-resources** i. e-journals ii. e-ShodhSindhu iii. Shodhganga Membershi iv. e-books	4.2.2 (06)	Library	
11	**Students Progression Record:** (Expected more than 62 percent)	5.2.2 (15)	Each Department	
12	**Geo-tag Photographs:** All Programs & Activities **Report with Hard & Soft Copies:** All Programs & Activities **Video Recording:** All Major Programs & Activities - if possible		Each Department	

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	III.	Annual Committee wise		
1	**Prepare Academic Calendar** Prepare Academic Calendar with the help of Annual Plans, Departments and Time-Table & Examination Committee	1.1.2 (05)	Planning Board & Calendar Committee	
2	Revised **Add on/Certificate Programs**: **Prepare Documents:** 1. List of Add-on/ Certificate Courses 2. Brochures 3. Meeting Reports 4. Syllabus 5. Summary Reports with Course Outcomes 6. Time-Table with durations 7. List of Students with Class, Roll No. (Course wise) 8. Attendance Sheets (with students sign) 9. Evaluation Documents 10. Students Completed List with Certificates	1.2.2 (10) 1.2.3 (10)	Capacity Building, Skills Enhancement & Short Courses Committee	
3	**Arrange/Organize:** Lecture, Workshop, Street Play, Seminar/Webinar etc. on Professional Ethics, Gender, Human Values and Environment and Sustainability)	1.3.1 (10)	ICC Committee, Women Study Centre and Professional Ethics Committee (Details Reports with Geo-Tag Photographs)	
4	**Feedback System:** • Students • Teachers • Employers • Alumni (Revise and Prepare Google Forms) Suggestions from Stakeholders put in IQAC Meeting for further Action.	1.4.1 (10) 1.4.2 (10)	Feedback Analysis Committee (Modify the Feedback and Collect Semester wise)	

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5	**Mechanism:** (Pre-Admission Form & Post Admission Test) To assess the levels of the Slow and Advanced Learners and Strategies / Special Programs for S & A Learners	2.2.1 (30)	Admission Committee (Year wise Reports with Documents)	
6	**Arrange a Lecture:** on *Experiential Learning*, *Participative Learning* (Prepare Charts, taking small Activity, OPAC, Library Work, Reference Skills, Skills of Drafting, Language Lab, *Vachak Chalval*, Wall Posters, Literary Magazine, GDs, Role Play, Forum, Presentations, Committee & Cell Activities, Organize Seminar & Workshops etc.) and *Problem Solving Methodologies* (Case Studies, Projects, Interviews, Developed Vocabulary-Glossary, *Kusumai* Yearly Magazine etc.)	2.3.1 (20)	Teaching-Learning Innovative Committee (Reports with Geo-Tag Photographs)	
7	**Arrange Workshops:** on E-Content Development, Google Classroom, Google Form & LMS etc. for effective teaching-learning with ICT Tools	2.3.2 (15)	ICT Committee (Reports with Geo-Tag Photographs)	
8	**Distribution of Mentor-Mentee:** For academic and other related issues with proper formats	2.3.3 (15)	Mentor-Mentee Committee (Documents)	
9	Full Time Teachers with PhD	2.4.2 (20)	Research Promotion Committee	

10	**Revised Internal Assessment Mechanism:**
	(Transparent & Robust in terms of Frequency & Mode)
	Mode: Online, Offline & Observation
	Frequency: 5 for each Course
	1. Online:
	  Google Form-Quiz 1- 25
	2. Online:
	  Google Form-Quiz 2- 25
	3. Offline:
	  Seminar - 20
		2.5.1
		
		(15)
			Examination Committee
			
			(Year wise Documents)	

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	4. Offline:
	    Project - 20
	5. Overall Performance 10
	               Total 100
	(100 converted into 25)			

11	**Prepare Policy deals with Internal Assessment related Grievances:** (related Grievances is Transparent, Time-bound & Efficient)	2.5.2 (15)	Examination Committee (Document)	
12	**Revised:** Program Outcomes	2.6.1 (15)	IQAC	
13	**Conduct Year wise SSS:** Google Form: in Bilingual (English & Marathi)	2.7.1 (60)	IQAC and Feedback Analysis Committee (Documents)	
14	**NSS Extension Activities in the Neighborhood Community:** (Social Awareness, Gender Equality, Workshop/Conference, Observed Days, Sensitization Campaign, Adoption Village, Medical Check-up, Health Awareness etc.)	3.3.1 (10)	NSS Department (Activity wise Reports with Geo-Tag Photographs)	
15	**Receive Awards and Recognition:** For extension activities from various NGOs (Min. 2/3 per year) *By Bank, Grampanchyat, Mandal's, Gas Agency, Rotary Club etc.*	3.3.2 (10)	NSS Department (Reports with Geo-Tag Photographs- List of Students)	
16	**Conduct Outreached Program/ Activities:** In collaboration with NGOs/Industry/Community such as Swachh Bharat, AIDS Awareness, Gender Issues etc. (Mini. Activities - 5 per year) *(Students Participated - min.50%)* In Collaboration with Central and State Government Schemes, Rotary Club, Gram Panchayat, Panchyat & ZP, Ramand Home, Asha Foundation, Traffic Police, Any Government Office and	3.3.3 (20) 3.3.4 (20)	NSS Department (Detail Reports – Name of the Activity, Collaborating Agency, Name of the Scheme and List of Students with Geo-Tag	

R-NAAC
Accrediated

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			Photographs)	
	NGOs. For Example: • **Healthy Youth for Healthy India**: Drive for Health Card • **Systematic Voters Education Participation (SVEP – स्वीप)**: Drive for Voters ID • **Women Empowerment**: Drive for Driving License • **Sashakta Bharat**: One Day Training for Disaster Management • **Fit India**: Sports Competitions for Students, Teaching and Non-Teaching Staff			
17	**Linkages:** Linkages between 8-10 Minimum 1/2 Activity in per year with each linkages	3.4.1 (10)	Library Committee	
18	**New and Renewal of MoUs:** (Minimum 6-8 MoUs) Functional MoUs - Minimum 1 activity a year with everyone	3.4.2 (10)	MoU Committee **(NAM)**	
19	Usages of Library by Teachers and Students (Expected more than 60 users per day)	4.2.4 (5)	Library	
20	**Prepare Institutional Policy:** On Updates its IT facilities including Wi-Fi	4.3.1 (05)	Website Upgradation & ICT Committee	
21	**Guidance** for **Competitive Examination** and **Career Counseling** *(Every year minimum 40 to 50 % students should benefitted)*	5.1.4 (10)	Competitive Examination & Career Counseling Committee	
22	Transparent Mechanism for timely redressal of students grievances i. Implementation of Guidelines ii. Awareness & undertakings on Policies with zero tolerance iii. Mechanisms for submission of online/offline Student's	5.1.5 (05)	Women's Grievance Redressal Committee	

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	Grievances iv. Timely redressal of the grievances *(All four points cover in each year)*		
23	**Student Qualify in Competitive Examination:** *(Minimum 1-2 students per year)*	5.2.3 (05)	Competitive Examination & Career Counseling Committee
24	**Awards/Medals for outstanding Performance** and **Organize Sports & Cultural Events/ Competitions:** *Keep detail Records:* Notifications, Students List of Participation, Certificates/Medals Photographs, Reports etc. *(Minimum 8-10 students per year)*	5.3.1 (20)	Sports Committee And Art & Culture Committee
25	**Students' Representations & Engagement in Administrative, Co-curricular & Extra-curricular Activities** (Established processes and norms as per rules and regulations)	5.3.2 (10)	Election Committee
26	**Organize Sports & Cultural Events/ Competitions:** *Keep detail Records:* Notifications, Students List of Participation, Certificates/Medals Photographs, Reports etc. (Expected More than 20 events per year)	5.3.3 (20)	Sports Committee And Art & Culture Committee
27	**Alumni Contribution (Support Services):** (Minimum one meeting per semester, details plan, minimum 2/3 alumni activities conducted by the alumni per semester, detail report with geo-tag photographs of every activity)	5.4.1 (05)	Alumni Association Committee
28	**Alumni Financial Contribution:** (Minimum Rs.1 lakh per year)	5.4.2 (05)	Alumni Association Committee
29	**Significant Contribution:** Describe **Two** Institutionalized	6.5.1 (10)	IQAC And

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	Practices • Organization of Seminars/ Workshops • Staff Academy: Theme based Lectures & Faculty Development •		Staff Academy	
30	**Post-Accreditation Quality Initiatives:** Describe any two examples of Institutional Reviews and Implementation of Teaching-Learning Reforms • Continuous Review of the Teaching-Learning Process • Adoption of Innovative Teaching-Learning Methods • Incremental Improvements: Post-Accreditation Initiatives	6.5.2 (10)	IQAC And Teaching-Learning Innovative Committee	
31	**Quality Assurance Initiatives:** • IQAC Regular Meetings with Action Taken Reports • Feedback Collection, Analysis and Action Taken for improvements • Collaborative Quality Initiatives • Participation in NIRF • Any other Quality Audit	6.5.3 (10)	IQAC And UGC, RUSA & University Proposal Committee	
32	**Prepare Action Plan on Annual Gender Sensitization:** With below specific facilities a. Safety and Security b. Counseling c. Common Rooms d. Day Care Center for Young Children e. Any other relevant information (ICC, CCTV, Women Grievance, Anti-Ragging, Women's Law, Self Defense, First Aid-Box, Fire Extinguisher, Suggestion-cum-Complaint Box, Sanitary Machines etc.)	7.1.1 (05)	Women's Study Centre, ICC And Women's Grievance Redressal Committee	

33	**Green Campus Initiatives:** (Policies and Practices – Restricted entry of automobiles, Use of Bicycles, Pedestrian Friendly Pathways, Ban on use of Plastic and Landscaping with Trees & Plants) Details Report with Geo-tagged Photographs	7.1.5 (04)	Green Campus Initiative Committee	
34	**Quality Audits on Environment and Energy:** (Beyond the Campus Environmental Promotion Activities) Details Reports with Geo-tagged Photographs	7.1.6 (05)	Green Campus Initiative Committee	
35	**Disabled-Friendly and Barrier Free Environment:** (Policy and Facilities for – Ramps / Lifts, Disabled-friendly Washrooms, Display Boards, Provision for enquiry and Information – Human Assistance, Reader, Scribe, etc.) Policy Documents and Information Brochures and Detail Reports with Geo-tagged Photographs / Video of the Facilities	7.1.7 (04)	Equal Opportunity Cell for PWD	
36	**Revise Code of Conduct for Students, Teaching and Non-Teaching Staff and Conduct Periodic Programs:** (Policy and Process – Display Code of Conduct on Website, Monitor adherence to the Code of Conduct, Organize Professional Ethics Programs for Students, Teaching and Non-Teaching Staff and Organize Annual Awareness Program) Detail Reports with Geo-tagged Photographs	7.1.10 (05)	Code of Conduct and Professional Ethics Committee	

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37	**Celebrate / Organize National & International Commemorative Days, Events and Festivals:** Detail Reports with Geo-tagged Photographs	7.1.11 (05)	NSS and Art & Culture Committee	
38	**Upload Institutional Documentary:** Prepare Documentary		Website Upgradation & ICT Committee	
39	**Geo-tag Photographs:** All Programs & Activities **Report with Hard & Soft Copies:** All Programs & Activities **Video Recording:** All Major Programs & Activities - if possible		Each Committee	

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IV.   NAAC Criterion wise

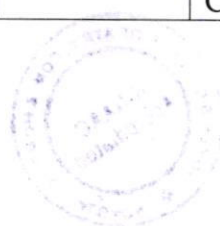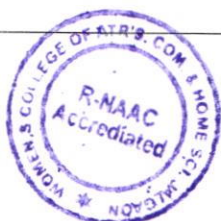|				
1	**Design Policy for Annual Curriculum** Department wise - Syllabus, Academic Calendar, Time-Table, ICT, Examination Committee, Cross-cutting Issues Activities, Faculty wise Experiential Learning etc. (Academic Calendar, Department Reports, Teaching Plan, Memorandum of Lectures, Weekly Progress Teaching Reports etc.)	1.1.1 (10)	Criterion I Curricular Aspects (Documents)	
2	**Prepare supportive Document** for **Elective Course System** has been implemented **sign by University Competent Authority**	1.2.1 (10)	Criterion I Curricular Aspects	
3	**Prepare List of Crosscutting Issues** (Professional Ethics, Gender, Human Values, Environment and Sustainability) (Faculty, Class, Semester, Paper No., Course Name and Relevant Crosscutting Issue)	1.3.1 (10)	Criterion I Curricular Aspects	
4	**Year wise Student-Full Time Teacher Ratio** • List of Full Time Teaching Staff (Year, Total Number of Full Time Teaching Staff, Name of Teacher, Designation and Department) • Abstract-Program wise List of Students (Class, Program-DC-Eng, Number of Students and Total Number of Students) • Details-Program wise List of Students (Sr. No., Year of Registration/Enrolment, Name of Students, Student Enrolment Number and Date of Registration)	2.2.2 (20)	Criterion II Teaching-Learning and Evaluation	

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5.	**Prepare Institutional Policy:** On Maintaining and Utilizing Physical, Academic & Support Facilities	4.4.2 (10)	Criterion IV Infrastructure and Learning Resources
6	**Students benefited by Scholarships & Freeships By Government** (Expected More than 70 percent)	5.1.1 (20)	Criterion V Student Support and Progression
7	**Students benefited by Scholarships & Freeships By Non-Government** (Expected More than 48 percent)	5.1.2 (5)	Criterion V Student Support and Progression
8	**Capacity Building & Skill Enhancement Initiatives:** 1. Soft Skills 2. Language & Comm. Skills 3. Life Skills (Yoga, Physical Fitness, Health & Hygiene) 4. ICT/Computing Skills (Each activity should conducted in each year)	5.1.3 (10)	Criterion V Student Support & Progression
9	**The Governance is Reflective and in Tune with Vision & Mission of the Institution:** Describe and Policy Documents	6.1.1 (05)	Criterion VI Governance, Leadership & Management
10	**The Effective Leadership visible in Decentralization & Participative Management:** Practices and Policy Documents	6.1.2 (05)	Criterion VI Governance, Leadership & Management
11	**Prepare Strategic/Perspective Plan:** *(with the help of Management, CDC, IQAC, Staff and other stakeholders)* Describe one activity successfully based on Strategic Plan Like *Inter-Collegiate Tournament*	6.2.1 (05)	Criterion VI Governance, Leadership & Management
12	**Effective Functioning of the Institutional Bodies:** Practices and Policy Documents	6.2.2 (04)	Criterion VI Governance, Leadership & Management

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13	**Planning for Effective Welfare Measures:**
	(Economical, Physical & Mental)
	Existing:
	• PF, DCPS, Gratuity, Medical Reimbursement etc.
	• Felicitation of Faculty & their Wards
	   o PhD, Publication of Books, Nomination at University & Various Organizations, NET/SET etc.
	   o *Anukampa*
	   o Accidental Benefit
	   o Duty Leaves
	New Introduce:
	• Birthday wishes (new ways)
	• Tour for Staff
	• Physical Fitness
	• Organize Some Activities for Staff
	• Organize Motivational Lectures
		6.3.1
		
		(05)
			Criterion VI
			
			Governance, Leadership & Management	

14	**Organize** Professional / Administrative Training Program: • Minimum one in every year with collaboration with detail Report (MoU-HEIs) • Minimum 6 Days (1 Week)	6.3.3 (05)	Criterion VI Governance, Leadership & Management	
15	**Alternate Source of Energy & Energy Conservation Measures:** (Solar Energy, Biogas Plant (Bio Compost & Vermi Culture Plant), Use of LED Bulbs / Power Efficient Equipment) Details Report with Geo-tagged Photographs	7.1.2 (05)	Criterion VII Institutional Values and Best Practices	
16	**Policy for Degradable & Non-Degradable Waster:** (Policies and Practices – Solid Waste Management, Liquid Waste Management, E-Waste Management and Waste Recycling System) Details Report with Geo-tagged Photographs	7.1.3 (04)	Criterion VII Institutional Values and Best Practices	

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17	**Water Conservation Facilities:** (Policies and Practices - Rainwater Harvesting, Bore-well Recharge, Maintenance of Water Bodies and Distribution System in the Campus) Details Report with Geo-tagged Photographs	7.1'.4 (04)	Criterion VII Institutional Values and Best Practices	
18	**Quality Audits on Environment and Energy:** (Green Audit, Energy Audit, Environmental Audit, Clean and Green Campus Recognitions / Awards and Beyond the Campus Environmental Promotion Activities) Details Pre and Post Reports with Certificates and Awards	7.1.6 (05)	Criterion VII Institutional Values and Best Practices	
19	**Disabled-Friendly and Barrier Free Environment:** (Policy and Facilities for – Ramps / Lifts, Disabled-friendly Washrooms, Display Boards, Provision for enquiry and Information – Human Assistance, Reader, Scribe, etc.) Policy Documents and Information Brochures and Detail Reports with Geo-tagged Photographs / Video of the Facilities	7.1.7 (04)	Criterion VII Institutional Values and Best Practices	
20	**Efforts / Initiatives for Inclusive Environment i.e. Tolerance and Harmony towards Cultural, Linguistic, Communal, Socio-economic and other diversities:** Detail Reports with Geo-tagged Photographs	7.1.8 (05)	Criterion VII Institutional Values and Best Practices With NSS & Concerned Committees	

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21	**Sensitization of Students & Employees to the Constitutional Obligations:** (Values, Rights, Duties and Responsibilities of Citizens) Detail Reports with Geo-tagged Photographs	7.1.9 (04)	Criterion VII Institutional Values and Best Practices With NSS & National Integration Committee
22	**Revise and Finalize Two Best Practices:** (Savitribai Phule Student Welfare Scheme and Cycle Bank Scheme) Details Reports with Geo-tagged Photographs	7.2.1 (30)	Criterion VII Institutional Values and Best Practices
23	**Policy and Process of Institutional Distinctiveness:** Revise and Finalize (Details Reports with Geo-tagged Photographs)	7.3.1 (20)	Criterion VII Institutional Values and Best Practices

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		V. Others			
1	**Program wise Enrolment** Percentage against sanctioned Seats should be more than 95%	2.1.1 (20)			
2	**Program wise Percentage of Seats filled against Seats reserved** for various Categories (SC, ST, OBC and Divyangjan etc.)	2.1.2 (20)			
3	**Appointment of Full Time Teachers** against sanctioned posts	2.4.1 (20)			
4	**Mechanism for Attainment of Program Outcomes and Course Outcomes**	2.6.2 (15)			
5	**Adequate Infrastructure** and **Physical Facilities** for Teaching-Learning	4.1.1 (5)			
6	**Adequate Facilities** for **Cultural Activities, Sports, Games** etc.	4.1.2 (05)			
7	**Classrooms** and **Seminar Halls** with **ICT-enabled Facilities** for **LMS**	4.1.3 (10)			
8	**Expenditure for Infrastructure Augmentation** (excluding salary)	4.1.4 (10)	**(NAM)**		
9	**Annual Expenditure** For purchase of Books/e-Books and subscription Journals/e-Journals (Expected Two Lakhs per year)	4.2.3 (05)			
10	**Student-Computer Ratio** (Expected 1: 16 - Minimum	4.3.2 (10)			
11	**Internet Bandwidth** (Expected 50 MBPS)	4.3.3 (15)			
12	**Expenditure on Maintenance of Infrastructure** for Physical & Academic Facilities (Expected Rs.36 lakh per year)	4.4.1 (10)			
13	**Placement of Outgoing Students**	5.2.1 (10)	**(NAM)**		
14	**Provided Financial Support to Faculty** to Attend Conference/ Seminars/Workshops: (minimum 50% faculty per year)	6.3.2 (10)			

15	Conduct **Internal** and **External** **Financial Audit**	6.4.1 (06)		
16	**Funds / Grants Receive** from **NGOs, Individuals, Philanthropers** etc. (Expected minimum Rs.1 Lakh per year)	6.4.2 (06)		
17	**Mobilization** of Funds and Optimal Utilization of Resources: Prepare Budget in the initial of the academic year and approved by Executive Council	6.4.3 (05)		
18	**Geo-tag Photographs:** All Programs & Activities **Report with Hard & Soft Copies:** All Programs & Activities **Video Recording:** All Major Programs & Activities - if possible			

Dr. Satish Jadhav
Vice Principal
IQAC Coordinator

Principal
A.D.P.M's Women's College of
Art's, Com. & Home Sci. Jalgaon
Dr. Jayashri Nemade
Principal
IQAC Chairman

Internal Quality Assurance Cell (IQAC)

ANNUAL REPORT 2021-22

1) Felicitated to Dr. Hiralal V. Chavan for the promotion to Professor Grade by the Management and IQAC on 3rd August 2021.

2) IQAC verified API score of Dr. Sanjay Bhamre, Dr. Vinay Patil, Dr. Srikant Chaudhari, Dr. Kishor Nehete, Dr. Satish Jadhav (Stage 1 to 2) and Dr. Vinay Patil (Stage 2 to 3) on 4-6 August 2021.

3) IQAC with the help of Admission Committee prepared and finalized mechanism for Slow and Advanced Learners (Pre-Admission Form & Post-Admission Test) on 6th August 2021.

4) IQAC prepared annual committee and department wise planning draft and circulate on 9th August 2021.

5) IQAC submitted AQAR 2018-19 and AQAR 2019-20 to NAAC on 27th August 2021.

6) IQAC prepared detailed Post-Accreditation Action Plan and Submit to the HoD's, Chairman of Annual Committee's and Chairman of NAAC Criterion for effective functioning on 30th August 2021.

7) IQAC and Research Promotion Committee jointly prepared ICSSR Pre-requisites Format of Major/Minor Research Projects and Seminar for the convenience of the faculty on 9th September 2021.

8) IQAC re-submitted AQAR 2018-19 to NAAC on 2nd September 2021.

9) IQAC translate and finalized the Students Satisfaction Survey in English and Marathi on 16th September 2021.

10) IQAC re-submitted AQAR 2018-19 to NAAC on 18th September 2021 and accepted & approved on 3rd September 2021.

11) Dr. Sanjay Bhamre, Department of Economics submitted proposal of Minor Research Project proposal titled 'Critical Study of Problems of Women Entrepreneurs in Jalgaon City' to ICSSR, New Delhi on 12th September 2021.

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12) The Management and IQAC felicitated to Dr. Vinay Patil for the appointment on Jalgaon District Cable Television Network Regulation Committee by the District Collector of Jalgaon on 20th September 2021.

13) IQAC, Department of Economics and Right to Information Cell organized lecture on 'Right to Information 2005 Act and Present Status' delivered by Prof. Ganpat Dhumal, Faculty, S. S. Maniyar Law College, Jalgaon on 11th October 2021 under the RTI Awareness Week (6-12 October 2021) observed by Government of India.

14) IQAC re-submitted AQAR 2019-20 to NAAC on 13th October 2021 and accepted & approved on 16th November 2021.

15) IQAC felicitates Dr. Vrushali Kolhe and Dr. Dimpal Patil for awarding PhD in their respective subjects on 30th October 2021.

16) The Management and IQAC felicitated to Dr. Prakash Kamble for received Krantiba Jotiba Phule State Adarsh Shikshak Puraskar 2021 by the Maharashtra Under Privileged Teachers Association, Beed for his active participation in social movements on 18th November 2021.

17) IQAC with Feedback Committee review and finalized Feedback Form of Stakeholders (Students, Teachers, Alumni & Employers) on 26th November 2021.

18) IQAC with ICC, Anti Ragging, Women's Grievance Committee and Women's Study Centre jointly organized Workshop on 'Legal Provision for Prevention of Harassment of Women' on 1st December 2021.

19) IQAC with NSS Unit jointly organized Student Induction Program on 6th December 2021.

20) IQAC and MoU Committee established a Standard Club in association with the Bureau of Indian Standards, Brach Office, Mumbai on 5th January 2022 to create quality consciousness among students.

21) IQAC submitted AQAR 2020-21 to NAAC on 19th January 2022.

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22) IQAC verified API score of Dr. Jayashri Nemade (for College Principal) and Dr. Vinay Patil (Stage 3 to 4) on 3rd February 2022.

23) IQAC and Examination Committee finalized Institutional Examination Policy on 14th February 2022.

24) IQAC release a Logo for Self Responsibilities in the auspicious hands of Shri. Nilkanttha Gaikwad, Retired Education Officer on 7th March 2022.

25) IQAC re-submitted AQAR 2020-21 to NAAC on 12th March 2022 and accepted & approved on 13th March 2022.

26) IQAC and MoU Committee renewed MoU with College of Engineering & Management, Jalgaon, S. S. Maniyar Law College, Jalgaon and Godavari Institute of Management & Research, Jalgaon on 4th April 2022.

27) IQAC and MoU Committee signed new MoU with Adv. S. A. Baheti Arts, Commerce and Science College, Jalgaon and Loksevak Madhukarrao Chaudhari College of Social Work, Jalgaon on 4th April 2022.

28) IQAC organized National Workshop on Intellectual Property Rights: Patents & Design Filing' in association of Rajiv Gandhi National Institute of Intellectual Property Management, Nagpur on 12th April 2022.

29) Institution received Certificate of Appreciation by Department for Promotion of Industry and Internal Trade, Office of the Controller General of Patents, Designs and Trade Marks, Ministry of Commerce and Industry, Government of India on 18th April 2022 for successful organization of Workshop on Intellectual Property Rights and to create widespread awareness among the society.

30) IQAC verified API score of Dr. Dimpal Patil (Stage 1 to 2) on 29 April 2022.

Dr. Satish Jadhav
Vice-Principal
IQAC Coordinator

A.D.P.M's Women's College of
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Dr. Jayashri Nemade
Principal
IQAC Chairman