Mahatma Gandhi Vidyamandir’s

 Arts, Science & Commerce College Harsul

 Internal Quality Assurance Cell (IQAC)

 **Action Taken Report (ATR)**

The plan of action was chalked out by the IQAC in the beginning of the year towards quality enhancement. IQAC held four meetings during the academic year 2020-21. IQAC has framed **thirty-** college level committees for smooth functioning and effective implementation of various schemes and activities. The IQAC monitors the functioning of these committees through the review of resolutions made during the staff meetings. Similarly, the suggestions from the staff meetings were discussed in the IQAC meeting for their implementation. All these inputs have been utilized to prepare the Action Taken Report of the year 2020-21:

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| Plan of Action | Action Taken |
| Preparation of E-Content & conducting online classes for the students. | Preparation of E-Content & conducting online classes for students were discussed in detail and faculty members prepared it and tried to take online classes though they were facing some problems in online teaching. |
| To Prepare Academic Calendar | Academic Calendar of the year 2020-21 was prepared and displayed on notice board for teachers and students. |
| To prepare the AQAR of the academic year 2019-20 | AQAR of the academic year 2019-20 was Prepared with the help of collected documents. |
| Online webinars on Gender Sensitization program | Seminars and Guest lecture program were organized on women health,women laws, and other related issues related to women empowerment by Mahila Takrar Samiti & Vishakha Samiti of MGV |
| To encourage all the departments to organize National and State level Seminar / Conference.  | National / State level webinars organized by various departments. |
| To publish Research Articles in National and International Peer Reviewed Journals/UGC care listed Journals. | Faculty Published Research papers / Articles in Peer Reviewed, Impacted International, National Journals and Conference Proceedings |
| To encourage faculty members to participate Refresher, Orientation, FDP Programmes. | Most of the faculty members have participated in Refresher and Orientation Programme. |
| To encourage faculty members to attend International, National and State level conference / Seminar / Workshop | 13 faculty members have participated in various International, National and State level conference / Seminar / Workshop |
| To organize expert lectures and webinars for the students.. | Workshop organized by some of the depts. For the betterment of the students. |
| To submit various proposals under NSQF Scheme | Prin.Dr.R.P.Bhamre discussed & informed to submit various proposals under NSQF Scheme and ten proposals were submitted. |
| To encourage students to participate in the College, University level Sports events. | The student Abhijit Hirkud participated in National level Athletic competition. (world university trial) |
| Enriching e content in terms of Ebooks, Video lectures for makingTeaching learning process effective. | More E- books and video lectures are downloaded in college library. Faculty members are encouraged to develop their own e-content in the form of ppt and video lectures and some of the faculty members prepared Youtube videos for the students. |
| Performance of Students in Internal Examination | Instructions were given to all the HOD’s and the faculty members to make use of the available time to improve the students’ progression, to support students in preparing and being ready for the online annual examination. |
| Planning for NAAC Assessment Process | NAAC Coordinator informed to all faculty members to collect all the necessary documents for the preparation of forthcoming NAAC. The faculty and HOD’s are told to prepare all the departmental files and keep the record in soft copies. |
| To review and steps taken for sanctioning courses of UGC under NSQF | The NSQF Courses- 1. Certificate Course in MODI Script
2. Diploma Course in Beauty & Wellness
3. Certificate Course in Communication Skill in English
4. Certificate Course in Travel & Hospitality
5. Diploma Course in GIS & Remote Sensing
6. Diploma Course in Two-Wheeler Technology
7. Diploma Course in Fruit & Vegetable Plantation Technology
8. Diploma Course in Horticulture Technology
9. Certificate course in Computer MS Office
10. Certificate Course in tally

Syllabus of each programme is prepared and it is forwarded to the academic section of Savitribai Phule Pune University, Pune. It is under process. |
| To review the status of Department of Sports/ Physical education | As per the advice given by Dr. B. S. Jagdale, Management representative, Mr.Suhas Varade Physical Director submitted the proposal for the purchase of equipments to the Purchase department of Mahatma Gandhi Vidyamandir, Nashik |
| To discuss on wall compound for college campus | Prin.Dr.R.P.Bhamre discussed the need of wall compound to college building and suggested for sending proposal to District Sport Office & the proposal is submitted to DSO,nashik. |
| To review the status of MoU | MoU is signed by the college with International Value Education Vishwavidyalaya (NGO) i.e Prajapita Brahmakumary’s Vishwavidyalaya, Mount Abu, Rajasthan for providing value based education to students as it is the need of the society. Sport dept. has also done one more MOU. |
| Publication of research papers in UGC Care listed and Peer Reviewed Journals. | Academic Research Committee had been formed for the teacher’s quality enhancement through which all the faculty members and students are facilitated to concentrate more on research work. The faculty published their research papers in UGC Care Listed and Peer Reviewed Research Journals.  |
| Preparation and implementation of academic calendar 2020-21 | In front of IQAC, the academic calendar was addressed. Suggestions were received, and modifications were made as needed. As a result, each department designed their own departmental calendar. Similarly, the exam department planned schedule as per the academic calendar of the university, SPPU, Pune. The academic calendar for the academic year 2020-21 has been posted on the college website. |
| Discussion and planning on choice Based Credit System introduced for SYBA,SYBSc, MA.II | Choice Based Credit System was discussed and faculties were guided on its implementation. All faculty explained the Choice Based Credit System during their regular lectures. |
| Review and Upgradation of SOP and HR-Manual | SOP and HR-Manual were updated and uploaded on college website. |
| Review on Admission Status | Admission status was reviewed and tried to understand the problem of students. |
| Review and Confirmation of Various Committees | Prin. Dr.R.P.Bhamre, Vice-principal and IQAC Coordinator reviewed various committees and conduction of activities. |
| To submit Post-graduate course in M.A in Hindi & Politics to SPPU,Pune. | The issue discussed & proposal submitted to SPPU but it is not sanctioned. |
| Discussion on NAAC Peer Team Recommendations & Compliance  | Previous Peer Team Report was discussed and taken a review  |
| Review on Compliance of NAAC Recommendations | IQAC Coordinator discussed on recommended NAAC peer team to start language lab .Chairperson suggested reviewing the process of language lab has been started. |
| Syllabus Completion review | Prin. Dr. R.P. Bhamre and vice-principal reviewed the completion of syllabus reports which were submitted by the members of all faculties. Dr.M.P. Pagar verified the details and forwarded to the parent institution. Analysis of the syllabus completion was conducted. Faculty members were instructed to provide MCQs to students on completed syllabus. |
| Review on MIS and AISHE data submission | Discussion was done on the collection of data for MIS and AISHE and submitted |
| Discussion on registration of Alumni Association | Prin. Dr. M.R. Deshmukh and Dr.M.P.Pagar discussed about registration of Alumni Association and Mr. Suhas Varade was the co-ordinator of this committee.The work is under process. |
| Discussion on AQAR 2019-20 data collection | Prin.Dr.M.R.Deshmukh and IQAC Co-ordinator Dr. B.P. Shewale discussed on data collection for 2019-20 AQAR with all criteria co-ordinator. |
| Review on conferences organized | Dr.M.P.Pagar discussed on conference organized by Depts and also planning to increase number of conferences,seminars in the next academic year. |
| Feedback Analysis | Dr.M.P.Pagar collected feedback forms from different stake holders. The analysis was done and submitted to the IQAC. |
| To update the website of the college | The updating of college website was discussed and the Principal has given this responsibility to Mr.Suhas Varade. |
| Preparation of E-Broucher | Prin.Dr. R.P.Bhamre discussed on preparation of E-Broucher and suggested Mr.B.P.Shewale to upload it on college website  |

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 Mr.B.P.Shewale Dr.M.R.Deshmukh

 IQAC Co-ordinator Principal