

Empowerment of Girl Students in Pursuit of Knowledge, Values and Self –reliance



Shikshan Mandal Karad's
MAHILA MAHAVIDYALAYA, KARAD

**ACADEMIC AND ADMINISTRATIVE
AUDITREPORT**

**Academic Year
2019-20**


**IQAC Co-ordinator
Mahila Mahavidyalaya, Karad**




**I/c. Principal
Mahila Mahavidyalaya, Karad**



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Academic Audit Report

Year 2019-20

An Academic Audit is an integral part of the dynamics of higher education to achieve and maintain academic excellence. The office of the Internal Quality Assurance Cell has put in place an institute wide academic quality management framework. It aims to document evidence-based information related to the quality of academic programs. The Academic Audit encourages a culture of continuous evaluation and quality improvement with sustenance of best practices of the different academic programs. The Academic Audit was initiated during the academic year (2019-20) by the IQAC to evaluate the UG and PG curriculum, teaching, learning methodologies and to ensure continuous improvement for quality assurance.




The audit is carried out on the basis of the college report, supporting documents, visit to the departments, office, library and other facilities. The committee appreciates the staff for being supportive throughout the visit. The report consolidates the findings of the committee and offers suggestions wherever necessary.

General observation of the Committee:

- The Principal, Vice Principal and IQAC coordinator are responsible for academic, administrative leadership of the college.
- IQAC conducted feedbacks of the students, Parents and alumni during the academic year.
- The teaching – learning process is students centric.
- Institution have Management Information System (MIS).
- 301 students from different departments have participated in field projects or internship activity.
- E-governance is implemented in admission, examination, library and administration processes.
- Choice Based Credit System (CBCS) has been implemented for B.A.II, B.com. II , MA II programs offered by the institution.
- Student mentoring system is in process. Mentor-mentee ratio is 1:51

- Academic calendar is prepared and implemented accordingly & Audit is carried out regularly.
- Overall institutional performance is evaluated through student satisfaction survey. Workshops, seminars conducted on IPR and innovative practices.
- Teachers make teaching plan before the commencement of academic year and works accordingly and finally submits syllabus completion report.
- IQAC monitors teaching, learning and evaluation process and adopts quality improvement strategies.
- In order to promote the universal values and ethics institution conducts various activities. NSS units conducts several programs on cross cutting issues.
- The redressal system is satisfactory.
- Students' placements need to be increased.
- Provide more computers and internet facilities to the students.

The AAA Committee:

Sr. No.	Name	Designation	Signature
1	Dr. Smt. S. R Prabhune	Chairman, I/C Principal, Mahila Mahavidyalaya, Karad	
2	Dr. I. D. Jogi	Member Vice- Principal, Mahila Mahavidyalaya, Karad	
3	Dr. Smt. S. R. Prabhune	Member Secretary, IQAC Coordinator	

Date: 25 Nov. 2019

Place: Karad

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PART A

I. General Information:

Sr. No.	Details	Information
1	Name of the College	Mahila Mahavidyalaya, Karad
2	Address	Mangalwar Peth, Karad, Dist. Satara (MS)
3	Email	karadmahila@gmail.com
4	Website	www.mahilamahavidyalaya.com
5	Head of the Institution	Dr. S.R. Prabhune (I/C Principal)
6	Tel no. with STD Code	02164-220849

II. Administrative Details:

Sr. No.	Details	Information
1	Type of College	Affiliated, private (aided)
2	Affiliating University	Shivaji University, Kolhapur
3	Location	Semi-urban
4	Whether accredited by NAAC	Yes
5	Grade and CGPA	B+ (CGPA 2.69)
6	Validity	November 1, 2023
7	Programmes Offered	B.A., B.Com. & M.A. (Geography)
8	Courses Offered (UG – B.A.)	English, Marathi, Hindi, Economics and Geography
9	Courses Offered UG – B.Com.)	General
10	P.G. (M.A.)	Geography
11 Faculty details:		
i	Number of Full time posts sanctioned	22
ii	Number of Full time posts filled	15

iii	Number of Full time posts vacant	07
iv	Number of Asst. Professor(CHB)	15
12	Total number of Students enrolled	868
13	Total number of Students from reserved category	166

III. Academic Details (Criterion wise Inputs):

I. Curricular Aspects:

1. Number of Programmes in which Choice Based Credit System (CBCS) / Elective Course System has been implemented

Sr. No	Programme Code	Programme name	Year of Introduction	Status of Implementation of CBCS / elective course system (Yes/No)	Year of Implementation of CBCS / elective course system
1	3129	B.A.	2019-20	Yes	2018-19 (June 2018 Onwards)
2	7801	B.Com.	2019-20	Yes	2018-19 (June 2018 Onwards)
3	412	M.A./M.Sc. (Geography)	2019-20	Yes	2019-20 (June 2019 Onwards)

2. Teachers of the Institution participate in following activities related curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year:

1. Academic council/ BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

2. Add-on Courses Offered

Sr. No	Name of Add on /Certificate programs Offered	Course Code (if any)	Year of Offering	No. of Times Offered During the Year	Duration of Course(Days)	Number of Students Enrolled in the Year	Number of Students Completing the Course in the Year
1	Fashion Designing Course	COC1	2019-20	1	6 months	52	52
2	Beauty Parlour Course	CSD 03	2019-20	1	2 months	104	104
3	Spoken English Course	CSD 01	2019-20	1	2 and half months	352	352
4	BalwadiShikshak Course	SUCSD 1	2019-20	1	6 months	11	11
5	Psychological Counselling	-	2019-20	1	1 month	23	23
7	Cakes and Pastries Making	-	2019-20	1	3days	26	26
8	Mehandi	CSD08	2019-20	1	1 month	51	51
9	Basic Yoga	-	2019-20	1	6months	15	15
10	Yoga Teacher	CSD05	2019-20	1	9 months	15	15
11	E-Banking	COC2	2019-20	1	6 months	26	26
12	Spoken English SMS Pre and Primary Teachers	-	2019-20	1	2 and half months	35	35
13	Hindi Translation	CSD 04	2019-20	1	3 months	16	16
14	Hindi Conversation	CSD06	2019-20	1	3months	16	16
15	GIS	CSD17	2019-20	1	5 weeks	11	11
16	Basic Principles of R.S. Technology	-	2019-20	1	07 days	148	148
17	Machine Learning for RS Data Classification (ISRO)	CSD17	2019-20	1	01 days	01	01
18	Basics of SAR Remote Sensing	CSD17	2019-20	1	05 days	05	05

3. Feedback System:

i. Online/Manual: Manual

ii. Feedback sought from:

Students

Alumni

• Students' Overall Feedback about College: Year 2019-20

The feedback was collected from 100 students, in which 50 students from B.A.III and 50 students from B.Com III class. These feedback forms were analyzed. Student's feedback is taken on the basis of 34 questions related to academic, administrative, infrastructure, library, curricular and co-curricular activities and facilities. Out of 34 questions 14 questions were closed ended which recorded students response in 'yes' or 'no' and other questions were open ended where students gave their opinion, suggestions and remarks. The first question was why they choose the course. 96 students replied that they choose by their own interest. The questions regarding college teaching, accessibility of teachers, organization of seminars, group discussions, use and utility of laboratories, co-curricular activities, playground facility, guidance for sports etc. All these questions 100 students gave positive response. They got all these facilities. 96 students said they did not participate in NSS activity. Because batch size was 50. This restriction caused the problem to join N.S.S activity. The question about library facility 92 students replied that they were satisfied about library facility. 90 students were satisfied for sanitary facility and cleanness of premises. 94 recorded positive response about offices services. All students were satisfied about use of college education in their daily life. Entire college is digitize. All students gave positive response about availability of WI-FI, IT network, in the college. 96 students got computer facility in the college. 88 students got an opportunity in extra-curricular activities organized by college. Overall impression about college shows that 64 students said college is excellent, 24 said very good and 12 students said it is good. 76 students said current syllabus is very useful for future life. 12 students suggested new syllabus is essential for various courses. 48 student's positive and 52 negative for no funded courses. Some important suggestions, suggested by the students which include increase in sports facility, more focus on career guidance, degree level department of Political Science, Sociology, post graduate department of Marathi, Hindi, English, and Commerce.

• Alumni Feedback: Year 2019-20

College established alumni association and meeting and various programs were organized frequently for the students who are passed out. A questionnaire was provided to 100 alumni

which consisting total 14 questions and collected feedback. Questionnaires analyzed and it was found that 94 students recorded positive response about admission was very good and 88 students gave very good opinion about fee structure. 92 students were satisfied with overall environment of the college. The question related infrastructure and lab facility, most of the students gave satisfactory response. They were asked about teaching faculty, staff and 98 students replied that teaching faculty/staff in the college was very good. It was also observed that 92 alumni gave satisfactory response about library facility. 88 students were participated in academic activities conducted by college, while 86 students recorded very good response about extracurricular activities. 92 students were satisfied with canteen facility and 80 were gave very good opinion about hostel facility provided by college.

- **Action Taken:**

Majority students have expressed their satisfaction for the academic, administrative, library, curricular and co-curricular activities, skill development courses, welfare activities, sports and other facilities. The college is committed to improve upon the affairs as per the feedback and promises to provide the best of services – academic and non-academic to the students, improve upon fruitful learning environment to achieve its vision and mission all the more efficiently.

II. Teaching, Learning and Evaluation:

1. Mentor / Mentee Ratio

- **The number of students enrolled in the year 2020-21** : 868
- **The number of Fulltime Faculty** : 17
- **Mentor / Mentee Ratio** : 1:51

2. Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences.

A well-established student-centric mentoring system is introduced in the college to establish effective student – teacher relationship as per the suggestions of Quality Assurance Cell of the college. The faculty uses various student centric methods suitable to courses taught to enhance students' involvement in participative learning.

Usually unit test, objective test, oral test, surprise test, open book test, student seminars, mock- teaching, quiz, role play, group discussion, practical exam and practice exam are used by faculty for the purpose. In addition to the traditional lecture method emphasis is laid on participatory learning. Use of field visits/study tours, projects, debates, interviews, and report writing is made wherever required.

The library procures books, journals and e-resources to faculty to enable better teaching. Similarly, students too avail of various books, and schemes like book – bank, question paper sets and merit card facilities. The departments of English, Political Science and Sociology have entered into linkages with other colleges and organize joint activities like guest lectures, seminars, workshops etc. and engage in faculty exchange and student exchange. The college runs 2 UGC COCs. Besides, the curricula of the short term courses organized by the Center for Skill Development are designed and implemented by our faculty. Some faculty critically evaluates the curriculum and conveys the same to their respective Boards.

3. Teachers use ICT enabled tools for effective teaching-learning process.

Besides using traditional method of teaching, the college efficiently employs ICT enabled teaching – learning tools. The resources are adequate and maintain e-learning atmosphere in the free Wi-Fi enabled college campus. Following ICT enabled tools uses by the faculty.

1. Use Of Internet
2. PPT Presentation
3. Educational CDS
4. Video Clips

5. YouTube
6. Movies
7. E –Books
8. E – Journals

4. Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Besides following semester pattern of have potential to make them financially independent. The direct/indirect evaluation examinations of the university, Continuous Internal Evaluation is done as per the academic calendar prepared by the college incorporating the inputs of each subject teacher every year. Formative Assessment is done during teaching that helps the students to receive instant feedback from their teachers. The evaluation is done frequently through practice tests, practice examination, surprise tests, open book tests, quizzes, home assignments, etc. as per the requirement of the course. The CIE helps the students for micro as well as macro learning. The practice tests conducted prior to the university examinations are conducive to lessen inhibition of university examination. The effectiveness of the CIE is reflected in the university results which are between 75 – 80 every year. Every year minimum 5 students win University Merit Scholarship. Besides, the activities like group discussions, question-answer sessions, seminars, wallpaper writing, subject wise mini project-works, experiments, field-trips, poster presentations, project, surveys, practical's, role-play sessions, etc. are undertaken to evaluate the students' understanding of the concepts and topics taught. The evaluation is done on the basis of their participation and interactions in such activities. Moreover, their participation in seminars and conferences conducted either by the college or other institutions also help in the evaluation process. Additionally, the extra-curricular activities like Food Festival, annual sports events, various competitions and exhibitions of mehendi, rangoli, handi-crafts, cookery, etc. offer opportunity to evaluate the latent skills in the students which in future gives ample scope to periodically monitor the academic and extra mural performance of the students.

5. Annual Examination Report

The 2019-20 examinations were held by the university. From B.A. III, B.Com. III and M.A.II, 266 students appeared for the examination. 248 students completed their graduation successfully. The result of B.A. III and B.Com. III programmes were satisfactory. The passing percentage of B.A. III and B.Com. III was 94.85% and 93.24% respectively. The result of M.A./M.Sc. Geography was 100%. The total pass percentage was 93.23%.

Annual Report:

Programme	Course	Students Appeared	Students Passed	Pass %
B.A.	English	10	9	90.00
	Marathi	43	42	97.67
	Hindi	22	21	95.45
	Economics	28	27	96.42
	Psychology	22	21	95.45
	Geography	17	16	94.11
B.Com.	Commerce	74	69	93.24
M.A/M.Sc.	Geography	6	6	100
Total		266	248	93.23

6. Students Satisfaction survey was taken by the institution. Following is the link of the Students Satisfaction Survey:

<https://docs.google.com/spreadsheets/d/1q9Qp9Q0v7lnWYpOnCbz3nVFbG68JiEPARfy3i0ivAHE/edit?resourcekey#gid=466021798>

III. Research and Extension Activities

1. Number of Full Time Teachers with Ph. D / Research Guides

Name of full time teacher with Ph.D.	Year of obtaining Ph.D.	Whether recognized as research Guide for Ph.D.	Year of Recognition as Research Guide
Dr.Snehal Rajendra Prabhune	2019	No	
Dr.Prakash Bhupal Darure	2017	No	
Dr.More Babanrao Kashinath	2004	No	
Dr.MadhuraPratapsinh Mohite	2017	No	
Dr.IlaDevchand Jogi	2007	Yes	2010
Dr.SuhaskumarVamanrao Bobade	2012	No	
Dr.HanamantYashwanKarande	2006	Yes	2012
Dr.Shailaja Ramesh Patil	2009	No	2013
Dr. Shashikant Ramchandra Gadgil	2011	No	
Dr..Arjun Gena Ohal	2013	No	
Dr.Ujjwala Nivritti Tathe	2013	Yes	2018
Dr.Parag Sudhakar Sontakke	2012	Yes	2019

2. Institution has Ecosystem for Innovations and has Initiatives for Creation and Transfer of Knowledge

Sr. No.	Year	Name of the workshop/ seminar	Number of Participants	Date From – To
1	2019-20	Visit to Fashion Designing, Food Technology and Architecture Exhibition at CSIBER Institute, Kolhapur	18	04/02/2020
2	2019-20	Industrial visit to Yashwant Finishers, Ichalkaranji	18	25/02/2020
3	2019-20	Visit to DKTE Institute of Textile Engineering, Ichalkaranji	18	25/02/2020
4	2019-20	Visit to Department of Home Science, ARP Kanya Mahavidyalaya, Ichalkaranji	18	25/02/2020
5	2019-20	Workshop on Hair care	120	25/12/2019
6	2019-20	Workshop on 3D and HD Make-up	150	22/12/2019
7	2019-20	Workshop on Investment Awareness and Share Market	85	21/09/2019
8	2019-20	Workshop on How to Command a Job	120	24/09/2019
9	2019-20	Seminar on MBA as Career Opportunity	85	12/02/2020

3. Number of books and chapters in edited volumes/books published and papers published in national conference proceedings per teacher during the year

Sr. No	Name of the Teacher	Title of the Book / Chapter Published	Title of the Paper	Title of the Proceedings of the Conference	Name of the Conference	National / International	Year of Publication	ISBN/ISSN Number of the Proceeding	Affiliating Institute at the time of Publication	Name of the Publisher
1	Dr. Snehal R Prabhune	Ability Enhancement Compulsory Course Chapter - Module I (B)	NA	NA	NA	National	2020	ISBN: 978-93-85190-15-5	Shivaji University, Kolhapur	Shivaji University, Kolhapur
2	Dr. Snehal R Prabhune	Ability Enhancement Compulsory Course Module VIII (B&C)	NA	NA	NA	National	2020	ISBN: 978-93-85190-15-5	Shivaji University, Kolhapur	Shivaji University, Kolhapur
3	Prof. Dr. Suhakumar Bobade	Karad Parivaratil Lokdaivatanchetihasik Mahatva	NA	NA	NA	National	Jun-21	2319-6025	Shivaji University, Kolhapur	Shivim Sanshodhan Patrika
4	Shri Vilas Surve	Desh Ani Videshati Vividh Kshetratil Strikartutvaache Yogdan	Bahinabainchi Kavita	NA	NA	National	Dec-19	978-93-87628-75-5	Shivaji University, Kolhapur	Snehvardhan Publication

4. Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Geography	1	5.5
National	Sociology	1	6.3
International	Home Science	1	5.7

5. Extension Activities organized by the NSS

Sr. No	Name of the activity	No. of Students
1.	World Yoga Day	100
2.	Rajarshi Shahu Maharaj Birth Anniversary	100
3.	World Population Day	100
4.	Tobacco Prohibition Day	100
5.	Tree Plantation Day	100
6.	Lokmanya Tilak Death- Anniversary	100
7.	Literacy Street Play	100
8.	Sanitation Drive	100
9.	Independence Day	100
10.	National Sports Day	100
11.	Fit India Run	100
12.	Principal's Address	100
13.	Tree Plantation Day	100
14.	Teachers Day	100
15.	Literacy Day	100
16.	Organ Donation Awareness Programme	100
17.	Youth Counselling Day	100
18.	Youth Connect Programme	100
19.	N.S.S. Day	100
20.	Mahatma Gandhi & Lal Bahaddur Shastri Birth Anniversary	100
21.	Sardar Vallabhbhai Patel Birth Anniversary / Unity Day	100
22.	Pandit Neharu Birth Anniversary	100
23.	Law Awareness Week	100
24.	Constitution Day	100
25.	Students Counselling Day	100
26.	Online Corona Awareness Campaign	100
27.	Eco – Friendly Ganesh Festival	100
28.	Women Self Defence Training	100
29.	Nirbhaya Rally	100
30.	Women digital Training Camp	100
31.	Convocation Day	100

IV. Infrastructure and Learning Resources

1. The Institution has adequate infrastructure and physical facilities for teaching learning. viz., classrooms, laboratories, computing equipment etc.

Wi-Fi and Internet Facility:

- 08 mbps Wi-Fi connection ,Wi-Fi access : 16Classrooms, 11 Classrooms + wall mounted LCD, computer, smart board, Well-equipped, ICT enabled seminar hall

Library

- Wi Fi access, Digital facilities : CDs , DVDs, INFLIBNET (N-LIST)
- Access to computers : teachers, students
- Automated + Prism software, Plagiarism policy
- 24/7 off – Campus University Knowledge Resource Centre
- Subscription :e-resources - e-Shodhganga

Computer Labs

- Wi-Fi enabled,fully functional, well equipped, Battery backup
- 20 computers
- Usage: Teachers , students
- College proposes to set up NATA centre.

Laptops/Desktops:

- All Departments, NSS , IQAC : printer , LCD projector

Laboratories:

- Home Science, Geography, Psychology: as per university norms.
- Textile lab: Required furniture +necessary equipment.
- Well-equipped set up: Certificate Course in Beauty Parlour.

Facilities

- Aqua Guard + Water Cooler, Common Room, Yoga Hall
- Canteen, Students' Co-Operative Store, Wash Rooms : Ladies , Gents
- Sanitary Napkin Vending Machines + Incinerator
- Parking Place, Hostel , Staff Room
- Study Room : Students , Staff
- Separate Room : NSS, Gymkhana, Skill Development Courses.
- Fire Extinguishers
- Equipment :Recreational Activities , Podium, Standees, Notice Boards.

- Ramps, Railings, Wheel Chair, Commode Facility: For Differently- Abled Students.
- Stretcher +First Aid Facilities, Health Centre
- Complaint Box + Important Contact Numbers
- 16 CCTV Cameras
- Office : Fully Automated , Uses ERP Software, Reprographic Facility

3. Total Number of Computers for Educational Use: 20

4. Library Resources

Sr. No.	Library Resources	Details of memberships/ subscriptions
1	Books	23084
2	Journals	40
3	e – journals ,e-books, e-ShodhSindhu, e-shodhganga	3141000
4	Digital Database	02
5	CD & Video	50
6	Local and / or Remote access to e-resources (Specify)	University Off Campus e-resources

V. Student Support and Progression

1. Number of students benefited by scholarships and free ships provided by the Government during the year

Sr. No	Year	Name of the Scheme	Number of Students Benefited by Government Scheme and Amount		Number of Students Benefited by the Institution's Schemes and Amount	
			Number of students	Amount	Number of students	Amount
1	2019-20	Shikshan Mandal Karad	-	-	23	9497
2	2019-20	Mahila Mahavidyalaya Karad	-	-	5	1352
3	2019-20	N.G. Bhosale Trust Scholarship	-	-	24	31000
4	2019-20	Shivaji University Merit Scholarship	-	-	4	20000
5	2019-20	Rajeshri Chh. Shahu Maharaj Shikshan Shulk	442	141767	-	-
6	2019-20	Forum of Free Enterprises Mumbai	-	-	3	5000

2. Students Placement:07

3. Number of students progressing to higher education during the year: 63

4. Number of Cultural Events/Competitions in which Students of the Institution Participated during 2019-20:25 (University & District) 160 (Institute)

5. Participation in Sports: 350

6. Alumni Contribution: Rs. 10140/-

7. Provision for transparent mechanism for timely redressal of student grievances and Other Disciplinary Measures

The IQAC has formulated Grievances Redressal Committee, Sexual Harassment/ Internal Complaints Committee and Anti-Ragging Committee and the meeting record of the committees is maintained in the IQAC.

The Code of Conduct for students and staff are displayed on the website and are followed.

VI: Governance, Leadership and Management

1. Vision and Mission of the College:

Vision

Empowerment of Girl Students in Pursuit of Knowledge, Values and Self-Reliance

Mission

Mahila Mahavidyalaya endeavours to empower girl students to be self-reliant and thereby a national asset by integrating values, providing quality education and skill development programmes.

4. Implementation of e-governance in areas of operation

The entire college campus is wi-fi enabled with high-speed internet connection which helps the smooth functioning of the college.

- **Planning and Development**

Faculty profiles Departmental Profile as well as Budgets and Business Plan are submitted through e-mail. Teaching plans and portion completed are also submitted through e-mail. The IQAC developed an Activity Report Format where by documentation of every activity could be computerized/digitized. Academic other planning is done on the basis of perspective plan of the college.

- **Administration:**

All the administrative work like Office Work, Library Work, Admission Process, Scholarship related work, Issue of Admission Receipts and also Examination receipts is provided to students through the use of Computers, Internet and E-mails.

- **Finance and Administration**

For Finance and Accounting, use of Tally Software is made. This Software also provides the receipts of related work.

- **Student Admission and Support:**

Students are encouraged to seek admission online. All the necessary forms are uploaded on website. Though admission process is not completely online, it is computerized none the less.

- **Examination**

University sends B.A. and B.Com I, II, III and M.A I II Exam Question Papers through online mode (SRPD). Students' Project of B.A. III which are part of course work

are sought through e-mails only. The college plans to organize online exams through the ERP Systems.

5. Welfare Measures:

The institution takes effective welfare measures for the Faculty and Non-Teaching staff

For Teaching staff –

1. Shikshan Mandal, Karad Employess Cooperative Credit Society
2. Cooperative Consumer Stores
3. Canteen
4. Duty Leave for Workshop, Conference etc.
5. Teachers Benevolent Fund (TBF)
6. Medical Reimbursement
7. Financial Assistance for Workshop, Conference etc.
8. Staff Academy
9. Yoga Training Course
10. ICT Training Course
11. Separate Wash room for male and female employees

For Non-Teaching Staff

1. Uniform to peons
2. Shikshan Mandal, Karad Employess Co-operative Credit Society
3. Students Co-operative Consumer Stores.
4. Medical Reimbursement
5. Duty Leave for Training Course
6. Canteen
7. Separate Wash room for male and female employees

Other Welfare Scheme -

- Identity card for all, CCTV surveillance, Organization of training for employees
- Distribution of Gift hampers on the occasion of Diwali Festival
- Teacher's Day and Women's day are celebrated by Sanstha
- Organization of farewell programme for retiring employees, Sports event for all employees

6. Financial Management and Resource Mobilization

Institution conducts internal and external financial audits regularly. Wherever possible, on the spot rectification without affecting the statement of accounts is done. Settlement of Audit Objections:

1. Correction of entries at the end of the year.
2. Recovery from concerned staff if necessary, on finding out difference.
3. Items unable to correct are noted in Audit report for changes in policy and procedure by Management during the next year.

7. Quality assurance initiatives of the institution include:

- Regular meetings of IQAC to plan and implement activities according to the Perspective Plan
- Feedback collected from students, alumni
- One day Revised Syllabus workshop of Shivaji University for BA II.
- Organization of Satara district Zonal Sports Meet of Shivaji University, Kolhapur
- Workshop on HD & 3D makeup.
- Workshop on Legal Literacy
- Inter – Collegiate Food Festival
- Personality Development Workshop
- Students Development Seminar in Collaboration Nilaya Foundation
- Financial Awareness Programme
- Workshop on Digital Literacy for women

VII Institutional values and Best Practices

1. Promotion of Gender Equity during the Year

In accordance with the vision and mission, the college sincerely strives for the empowerment of girl students in every sphere of life. Gender sensitization being a human right and constitutional obligation, the college attempts to imbibe gender sensitivity through various activities and initiatives. We practice to bring a positive change in the attitude and support equity among genders within the college and in our outreach.

The following actions have been taken to ensure safety of the girl students:

1. **CCTV Camera Surveillance:** 24-hour CCTV surveillance is maintained in the college through high resolution cameras having day and night facility of recording. 16 cameras have been set up at the key areas in the campus.
2. **Committees:** The college has constituted the committees as per the norms laid by University/ UGC – Anti-Ragging Committee, Students' Grievances Redressal

Committee, Internal Complaints Committee, Special Cell Standing Committee, Discipline Committee and RTI Cell.

3. **A Complaint Box:** A complaint box is installed to receive grievances or suggestions from the students which are duly addressed by respective committees. The college aims at zero-tolerance against any kind of harassment.
4. **Bharosa Cell:** As per the directive of Maharashtra Government, the Karad Police Station along with the NSS Unit of the college has conducted an orientation programme for girls in the college to address the problems of the students and provide emotional and legal support to them.
5. **Watchman:** A watchman has been appointed at the main entrance of the college to control the miscreants.
6. **Counselling:** The college has Students Counselling Centre. The centre is run by the Department of Psychology and it helps the students to deal with emotional, academic, stress related issues, etc.
7. **Common Room, Yoga -hall and Gym** are available to the students.
8. **Other Activities for Gender Equity:**
Mentorship, Scholarships and Financial Assistance, National Service Scheme, Employment Oriented Courses Conducted in the College, 3 Courses under NSQF Students' Health Check-up, Health Centre, Washrooms, Food Festival, Awareness Programmes

2. Clean and Green Campus

- i) Effective waste management practices are implemented for environment, health and well-being.
- ii) Water conservation facilities like rain harvesting, bore well are available in the campus.
- iii) The college does annual Energy and Green Audit by an authorized agency.

3. Provision of Disabled -Friendly, Barrier Free Environment

- Ramps.
- Western toilet blocks
- The PWD (Persons with Disabilities) students with 40% and above disability are provided with reservation quota during admission.
- The concerned admission committee guides the Divyangjan students in admission process.

- The concerned mentors and the office counsel and provide all possible assistance to the Divyangjan students for filling in examination forms, Government Scholarships available, enrolment for skill development courses, etc. to enable them pursue hassle-free education.
- The Divyangjan students are given special attention during examinations. There is a provision of PWD stamp.
- Soft copies / hard copies of the study material are provided for their convenience.
- They are provided with scribe on demand,
- They are given extra time as per rule during examination
- Not only the teachers and mentors but their classmates too offer them help regarding study material, important notices, etc.
- The concerned teachers accompany them for the workshops or conferences conducted for them by the university.

4. Initiatives for Inclusive Environment and Constitutional Obligations

One aspect of the vision and mission of the college that categorically emphasizes empowering our students as a national asset through integrating values emphasizes the idea of all- inclusive environment in the college campus in particular and in the society in general.

Following initiatives are taken for Inclusive Environment and Constitutional Obligations:

1. Observation of government guidelines regarding reservation during admission, appointments of the staff and for maintaining zero tolerance for discriminative activities.
2. Singing of college prayer and the national anthem
3. Morning Assembly on special occasions, such as a celebration of national or international days, birth or death anniversary of eminent national and international personalities from varied fields, regional and national festivals, etc.,
4. Celebration of Independence and Republic Day, Constitution Day and festivals like Navaratri, Sankrant etc. for the inculcation of the feeling nationalism, social, regional and religious harmony.
5. Food Festival, Fashion show and various competitions (Traditional day, Mehendi, cookery, rangoli, handicraft, etc.) to develop tolerance and harmony towards cultural, regional, linguistic, communal diversities
6. Sports event aims at bringing everyone together on an equal platform.
7. The NSS unit of the college plays a vital role in promoting inclusive environment for cultural, socio-economic and regional diversities among students.

5. Best Practices Implemented During the Year:

1. Food Festival (Silver Jubilee Year)
2. Health Checkup

Shikshan Mandal Karad's
MAHILA MAHAVIDYALAYA, KARAD

Year: 2019-20

Follow up on the Recommendations of the AAA Committee by IQAC:

Sr. No	Recommendations	Follow up
1.	Students' placements need to be increased.	With more skill development courses, increased number of students started their own enterprises and many students got employment with the skills acquired
2.	Provide more computers and internet facilities to the students.	Purchase of 45 state-of-art computers purchased and new lab also developed with the sanction of NTA lab