YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

1.Name of the Institution Sharadchandra Arts & Commerce College

- Name of the Head of the institution Dr.Sahebrao Chavan

- Designation Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 07103297111

- Mobile No: 9834471997

- Registered e-mail sharadchandra.sacc@gmail.com

- Alternate e-mail srchavan2905@yahoo.com

- Address P-16, MIDC, Butiibori,

- City/Town Nagpur

- State/UT Maharashtra

- Pin Code 441122

2.Institutional status

- Affiliated / Constitution Colleges Affiliated

- Type of Institution Co-education

- Location Rural

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Rashtrasant Tukadoji Maharaj Nagpur University,Nagpuni**

- Name of the IQAC Coordinator   **Dr.Poorva Bhonde**

- Phone No.   **9421781574**

- Alternate phone No.   **8208801213**

- Mobile   **9421781574**

- IQAC e-mail address   **sharadchandraiqac69@gmail.com**

- Alternate e-mail address   **poorvavbhonde@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   https://sacc.edu.in/files/new/1_AQAR_2020-21.pdf

4.Whether Academic Calendar prepared during the year?   **Yes**

- if yes, whether it is uploaded in the Institutional website Web link: https://sacc.edu.in/files/new/2_ACADEMIC_CALENDAR-2021-22.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.63**	**2016**	**29/03/2016**	**28/03/2021**

6.Date of Establishment of IQAC   **20/07/2016**

7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
0	**0**	**0**	**0**	**0**

8.Whether composition of IQAC as per latest NAAC guidelines   **Yes**

- Upload latest notification of formation of IQAC   [View File](#)

9.No. of IQAC meetings held during the year   `02`

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?   `Yes`

- If No, please upload the minutes of the meeting(s) and Action Taken Report   [View File]()

10.Whether IQAC received funding from any of the funding agency to support its activities during the year?   `No`

- If yes, mention the amount

11.Significant contributions made by IQAC during the current year (maximum five bullets)

`• Organization of one-day workshop on Data submission and Analysis of Criteria wise Inputs for teaching faculty. • Organization of one-day seminar on 'Work culture and work ethics' for non-teaching staff of college. • Organization of Water Conservation Week in collaboration with the Dept of commerce. • Organization of programmes on Gender Sensitization in collaboration with the Dept. of commerce. • Organizing workshops for Job training and Placements for students.`

12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
To improve overall quality of academic and administration.	Teaching and non-teaching staff were made aware of the provisions made in the institutional code of conduct. Various administrative function were streamlined. Regular meetings under the chairmanship of the institutional head ensured strict implementation of the rules and regulation and smooth functioning on both the fronts, resulting into improvement in overall quality. Following activities were organized. i) One day workshop on Data submission and Analysis of criteria-wise inputs for teaching faculty on 14.12.2021 ii) One day seminar on 'Work culture & work ethics' for Non-teaching staff on 20.12.21
To organize programmes for Environmental awareness	Water conservation week was organized with the help of Dept. of commerce. Various activities like slogan writing, guest lecture etc were organized. Pamphlets spreading need for water conservation were printed and distributed in the community on 08.04.2022.
To organize gender sensitization programmers.	In collaboration with the Dept. of commerce, various activities to promote and spread gender awareness among students were organized. The activities are: i) Guest lecture on 'Women's Rights' 07.05.2022. ii) Exhibition of Slogans on Gender Equality 15.03.2022
To organize workshops for job training and placement for students.	Online Seminar by ICICI academy for job training and placement was organized for the students

	on 24.05.2022 08 students of the college joined the academy, completed 3 month course and got placed in various jobs. Online seminar by 'Expertron academy' was organized on 02.06.2022
To initiate the process for submission of AQAR for 2021-22 and to start the process for writing SSR.	The process for AQAR submission for 2021-22 completed within time limit. The process for second cycle of NAAC has been initiated.
To motivate the teachers to write quality research papers and to attend refresher / orientation and F.D.P.	Almost all the teachers published quality research papers in the journals. A few have also contributed 'Chapter in book'. Four teachers attended refresher course and one teacher completed 02 online faculty development courses approved by AICTE on SWAYAM platform.

13.Whether the AQAR was placed before statutory body?

Yes

- Name of the statutory body

Name	Date of meeting(s)
The Governing body	27/02/2022

14.Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Sharadchandra Arts & Commerce College
• Name of the Head of the institution	Dr.Sahebrao Chavan
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07103297111
• Mobile No:	9834471997
• Registered e-mail	sharadchandra.sacc@gmail.com
• Alternate e-mail	srchavan2905@yahoo.com
• Address	P-16, MIDC, Butiibori,
• City/Town	Nagpur
• State/UT	Maharashtra
• Pin Code	441122
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Rashtrasant Tukadoji Maharaj Nagpur University,Nagpuni
• Name of the IQAC Coordinator	Dr.Poorva Bhonde

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9.No. of IQAC meetings held during the year	**02**
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• If yes, mention the amount		

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13.Whether the AQAR was placed before statutory body?	**Yes**

- Name of the statutory body

Name	Date of meeting(s)
The Governing body	**27/02/2022**

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2021-22	**24/12/2022**

15.Multidisciplinary / interdisciplinary

The college is a multidisciplinary college which offers programmes in Arts and Commerce stream. Being affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, the college will effectively implement / incorporate any

multidisciplinary approach suggested by the university. The college is duty - bound to implement the changeds suggested by NEP. from the forthcoming academic session. As of now, no multidisciplinary or interdisciplinary courses are being offered by the college.

16.Academic bank of credits (ABC):

Academic Bank of credits (ABC) is a virtual / digital storehouse that contains the information of the credits earned by the individual students throughout their learning journey. The university has asked the affiliated college to go for choice Based credit system (CBCS) from the session 2022-23 for Arts & Commerce stream. In the year 2021-22, there was no provision for transfer of credits / credit bank for Arts & Commerce stream. Yet keeping in view the future implementations of suggestions for HEI in NEP, the institution has started giving inputs about the academic Bank of credits and its usage to the students and parents during interface meetings.

17.Skill development:

Being an institution affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur, the students of the college are advised to join skill development courses offered by the University.

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

To promote Indian languages, art and culture, the institution organises various activities annually like Guest lectures, competitions, celebrations of birth anniversaries, commemorating the days of national importance etc. The medium of instruction of the courses is Marathi. The Depts. of Marathi, History, Political Science, Commerce etc. organise various extracurricular activities to integrate Indian knowledge system.

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

As the college is affiliated to RTM Nagpur University, broadly specified programme outcomes and course outcomes are discussed at the university level, Every subject has well specified outcomes, the subject teacher takes effort to attain these outcomes at the end of the term.

20.Distance education/online education:

Being an affiliated college, there was no provision for

initiating Distance Education or Online Education previously. Though the college does not offer any course through distance / online mode, the students are encouraged join online courses offered by SWAYAM.

During Covid-19 induced lockdown, online classes were taken regularly by the teachers.

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	07

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	335

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	173

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	119

File Description	Documents
Data Template	[View File](#)

3.Academic

3.1 Number of full time teachers during the year	**11**

File Description	Documents
Data Template	[View File]()

3.2 Number of Sanctioned posts during the year	**0**

File Description	Documents
Data Template	No File Uploaded

4.Institution

4.1 Total number of Classrooms and Seminar halls	**11**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**962806.12**
4.3 Total number of computers on campus for academic purposes	**50**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

For effective implementation of curriculum, the following methods

are used.

- **Academic Calendar is designed to execute Annual Plan for teaching in order to complete it a stipulated time. Annual teaching plan Month wise is chalked out so as to implement teaching accordingly and is followed by each faculty members.**
- **Regular classroom activities are written in the diary and**

are checked by the principal for achieving the desired plans and monitored by the IQAC Committee.

- Classroom seminars, group discussion, surprise tests, oral tests, mock tests are conducted for the evaluation of the students for regular assessment.
- Two unit tests, each before the conclusion of each semester are conducted to make the students examination friendly • PPTs are shown to the student to make teaching learning interesting.
- ICT in teaching is used to simplify the subject and arouse the desire and curiosity of the learners.
- Regular staff council meetings are organized for assessing effective implementation of curriculum.
- Guest Lectures are organized to provide supplementary knowledge to the students.
- NSS do cleanliness drives in the college. The college campus is plastic free. Tree Plantation Programs are organized by NSS.
- Departments organizes various programmes of National importance and National leaders.
- Faculties along with departments maintain the detailed record of the classes, assessments, project reports etc.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is prepared at the beginning of the new session. The academic calendar of the University to which the college is affiliated forms the basis of Institutional Academic Calendar. Departmental heads submit their tentative schedule of Departmental activities, and the department of exams submit their tentative schedule of Internal evaluation- the unit tests. Academic calendar is prepared by making use of all this data and is uploaded on the website. Efforts are made to adhere to the academic calendar throughout the session.

File Description	Documents
Upload relevant supporting documents	[View File](#)
Link for Additional information	https://sacc.edu.in/files/new/2_ACADEMIC_CALENDAR-2021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

C. Any 2 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Being an affiliated college, it adheres to the curriculum prescribed by the RTM Nagpur University. The academic body of university takes care to integrate crosscutting issues like Gender. Human Values,Environment/Sustainability etc. into the curriculum. For examplethe curriculum of languages (English and Marathi) address all the above mentioned issues through lessons, articles, poems, essays etc. B.A and B.Com part II students have to take a compulsory paper on 'Environment Science'. Students are evaluated and the grade is given to them in final assessment sheet. Life Long Learning and Extension Centre at college takes initiative in spreading awareness about Gender issues through various creative activities/programmes.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

D. Any 1 of the above

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<u>View File</u>
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows

B. Feedback collected, analyzed and action has been taken

File Description	Documents
Upload any additional information	<u>View File</u>
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

18

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	<u>View File</u>

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

264

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The two Unit tests - (one in each semester) form the basis of assessment of the learning levels of students. Every department maintains the list of slow and advanced learners.

Strategy adopted for slow learners :

* **Remedical Coaching**
* **Extra Practice hours.**
* **Individual hoblem solving**

Strategy adopted for Advance learners :

* **Encouraging participation in various activities collegiate/intercollegiate.**
* **Exposure to challenges in respective subjects.**
* **Extra coaching to improve performance in university exams.**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
335	**11**

File Description	Documents
Any additional information	[View File]()

2.3 - Teaching- Learning Process

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

Every department submits the Departmental Activity Plan at the beginning of the session. Departmental activities are divided into these parts -1. Curricular 2. co-currcular and 3. Extracultate activities. This broad division takes care of student centric methods such as experiential learnings and problem solving methodologies - which enhance students learning experience.

Examples - Experiential learning- Feild visits to Industries, factory, Bank etc

Participative learning - Role play, Group discussion, elocution, debate etc

Problem-solving methodologies- task-based activities, Creative writing for wall-paper, departmental Magazines

File Description	Documents
Upload any additional information	[View File]()
Link for additional information	**Nil**

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the departments in college make use of ICT enabled tools for effective teaching-learning process

Teaching process continued smoothly even during lockdown due to use of ICT in teaching. The college has smart classroom, language lab, seminar hall with overhead projector and screen, as well as well equipped computer lab. Cell phones were used extensively to teach by using various e-platforms like Zoom, Google Meet, Webex etc. Google forms were used to set question papers for online exams. Video links of lectures were provided to the students. Whatsapp group of all the students were formed to share study material.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File](#)

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	[View File](#)

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

11

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	[View File](#)

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college conducts two Unit Tests to evaluate students performance. Tentative schedule of Unit Tests is mentined in theAcademic Calendar. Time lable and the list of Roll nos are displayed. Notice is circulated and exams are conducted as per Examtime table. Answer Book are evaluated by the respected subject teacher and lists of marks obtained and submitted to the incharge of the Dept. of Exams Being an affiliated college, main exams are conducted by the university but internal assessment of 20 marks in each subject has to be done by the respective subject teacher. Before every Semester, respective Head of the department conducts internal assessment through Vivia-voce, assignments etc. and the Internal marks are submitted to the university.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The list of subject wise marks scored by the students are submitted by the respective teacher to the Incharge of internal Exams within the given time limit. Evaluated Answersheets are given to the students. Any grievance -related to evaluation is immediately resolved by the respective subject teacher.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme Course Outcomes are displayed the Institutional website.in Induction Programme too Programme/ course wise outcomes are made known the students by the teachers. Sincere efforts are made to attain all the outcomes at the end of the course/ programme.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Exam Results form the main basis of evaluation attainment of Programme Outcomes and Course Outcomes. Exams are designed in such way that help stundents' performance at knowledge level. Internal

Assessment designed to test communication skills, manners, personality and domain knowledge. Participation of students various co-curricular and extra-curricular activities and their performance them help assess the integrity, sense of social responsibility and good citizenship.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for Additional information	**Nil**

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

115

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://sacc.edu.in/files/new/4_STUDENTS_SATISFACTION_SURVEY.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to Covid-19 induced curbs on various social activities it was not possible for the institution to hold extenssion activities for the comunity. Hence a social awareness activity & an activity to improve students' health were held.

The details are given below

Activity 1 : Workshop for students on 'Social Impat of Covid-19 pandemic

Activity 2 : Distribution of Iron-calcium tablets to the students

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	No File Uploaded

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has state of the art infrastructural facilities for teaching and learning. The college building is on its own land. Out of 8.5 acres of land owned by the society, 1 acre has been allotted to the college. With 10 classrooms, 1 Seminar hall, 1 Smart classroom, and 1 lab.for B. Voc, the college is well-equipped to facilitate teaching-learning process for all three courses.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has ample open space as well as a well-equipped Seminar Hall with overhead projector, LCD Screen, air-conditioners and seating capacity of 200 for holding cultural events or activities. Recently completed and inaugurated Sports Complex provides all facilities for indoor sports/ outdoor sports like Badminton, billiards, table-tennis, basket-ball, swimming etc. The swimming pool is made as per international standards. The membership is open for the students as well as the community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<u>View File</u>

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

Though the library is not automated, it is well stacked. The library is used regularly by the students as well as teachers. It has a Reading Room with proper Seating arrangement.

File Description	Documents
Upload any additional information	<u>View File</u>
Paste link for Additional Information	**Nil**

4.2.2 - The institution has subscription for the   **E. None of the above**

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	**No File Uploaded**
Audited statements of accounts	**No File Uploaded**
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**No File Uploaded**

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

6

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Wi-Fi and other IT facilities are updated by the institution as

and when required. The service provider takes care of up
-gradation

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

427569

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The physical facilities including Laboratories, Classrooms and Computers are made available for the students. Funds are allotted for maintenance of the laboratories and the classrooms which are a part of the teaching and the learning process. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of regular staffs of the institute and with support service from outside. The college garden is maintained by the gardener appointed by the institute. The college has adequate number of the computers with internet and Wi-Fi connections and they are maintained by Experts Personnel of IT/ITes Department. The Language Lab, Computers systems and Software are maintained with AMC of the corresponding service provider. Electrical and the plumbing related maintenance is done with the help of Institute appointed skilled personnel and the expenditure is done from yearly allotted budget approved by CDC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

41

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	*View File*
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	*View File*

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	**No File Uploaded**

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

B. 3 of the above

File Description	Documents
Link to institutional website	**Nil**
Any additional information	*View File*
Details of capability building and skills enhancement initiatives (Data Template)	*View File*

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

37

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

37

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

B. Any 3 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	**No File Uploaded**
Upload any additional information	**No File Uploaded**

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	**No File Uploaded**
Details of student progression to higher education	[View File](#)

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students of the college are always at the centre-stage of the most of the activities. To instill leadership qualities in them right from the beginning as well as to expose them at early stage to the working of various academic and administrative bodies, the students are given representation in various committees. Under the able guidance of in-charge teacher, the students' representatives carry out the responsibilities given to them and also act as a bridge between the stakeholders. They also voice students' expectations from time to time, thereby facilitating the working of the college towards students' satisfaction.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

10

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has formed the Alumni Association but it is not registered. The alumni of the college who are placed at different positions are invited for Annual Alumni Meet. Sometimes to fulfil the needs the fund is raised by the alumni. In the session 2021-22 the fund is raised by the alumni to purchase Academic Text books for the Commerce faculty. The Alumni, also contribute by guiding our students or encouraging them through Guest Lectures and workshops etc.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)   **E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The aim of the institution is providing employment oriented quality higher education to the rural students; especially the girls and economically backward students. The motto of the institution, "Towards Empowerment through Education" inspires us at every step. The vision of the institution is to enlighten, empower and ennoble the learners and ensure that the students are properly facilitated for qualitative improvement. The institution is keen to see that the students studying in the institution have sufficient facilities to learn, read and play. So the first priority is to build sufficient infrastructure like Good spacious class rooms, Computer labs, playground, spacious library and state of the art laboratories, separate hostels for girls and boys, college canteen, differentlyable friendly campus, proper sanitation and drinking water facility . An assortment of committees and cells are functioning to empower the students like Entrepreneurship cell, Placement cell, Women Empowerment and Harassment prevention cell, NSS, Sports committee, Cultural committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative management is visible in most ofthe Institutional practices right from the governing body to various committees.At the level of Management there is complete decentralization where thr President is at the apex of the hierarchy.At the level of adminisration too, there is decentralization, with the Principal as the authority.At Academic level, various committees have been formed to fulfil the vision and mission of the college as well as to attain the learning outcomes.From College Development Committe to various other committes, the students are given representation as Student Representative, whereas the teachers are assigned the role of Incharge Teachers.Total freedom is given to the teachers and the student representatives to put forth their views.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File]()

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan of the Institution is prepared and the efforts are made to achieve the targets set through a well-planned mechanism under following heads:

Curriculum Development:

The curriculum is prescribed by the Affiliated University. The subject teachers design certain activities related to the context of the syllabus. Activities like field visits, educational excursions, guest lectures and assignments are organized to make the curriculum interesting. In the beginning of the session i.e. during induction programme and beginning of the classes the relevance of curriculum is explained and the methodology is conveyed. Teaching and Learning Teachers make efforts to make the process of teaching and learning absorbing. Novel techniques are clubbed with traditional way of teaching.

Use of ICT:

This is another feature of Teaching Learning Process at the college. Language lab is utilized for students to improve their English as the students are from rural area and are not well versed with spoken English

File Description	Documents
Strategic Plan and deployment documents on the website	[View File]()
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The planning and development is as per the academic calendar prepared by the institute every year. All the teachers and Teacher in charge of extension activities get assembled in a joint meeting and read out their activity schedule. All the activities are assimilated to form the academic calendar.. The administration related functioning of the college is computerized and digitalized. Admission process and scholarship applications, details of examination forms, generations of admission cards, preparation of identity cards and all information related to AISHE have been computerized. Computerization and digitization has helped in hassle free functioning and transparent transaction. Student Admission and Support has been computerized. All the details of the student's database are created for easy access to information. Support services like scholarship and EBC are computerized. The data for enrolment and examination related information is sent online. The admission cards for examinations are generated and printouts are distributed to students. Subject teacher conducts Unit Tests annualy. The tests of differenttypes like multiple choice questions tests, open book tests and surprise tests are conducted to evaluate the level of preparation of the students.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

B. Any 3 of the above

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	_View File_
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	_View File_

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching

There is a provision of Welfare Scheme for Teaching faculty as and when required

Non teaching

There is a provision of Welfare Scheme for Non Teaching faculty as and when required

StudentsStudents Insurance Plan from RTM, Nagpur University. Free medical check-up facilities are available to the students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	<u>View File</u>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	<u>View File</u>

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The teachers fill up the UGC recommended PBAS [Performance based Appraisal Forms] annually. The detailed information of their contribution to academics and the research work done are mentioned in the PBAS. The forms are checked by the Screening Committee and are signed duly by the Principal After verifying the evidences. The PBAS Forms form the basis of periodic placements of the teachers inhigher grade. For non-teaching staff, the CR Form [Confidential Report Form] is filled up and the Confidential Report is prepared. After verification of the form by the Head Clerk, the Principal gives the remark

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Entries of expenditure are taken by using Tally package. Auditing process is completed after 31st March and the yearly audit is done by the Chartered Accountant. Final balance Sheet is made after the audit.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Being an aided college, the salary is received from the State Government. It is distributed to the staff as per norms. Other sources of the funds are: 1. Tuition fees 2. Form fees 3. Other income sources. Salaries from the unaided posts are done from the tuition fees and other sources like the Management. UGC grants are spent for the specific aids for which the grants are given.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of the college is insrumental in planning, executing and

institutionalizing the quality assurance strategies and processes. The Action Plan wsa prepared at the beginnig of the session.The thrust areas for the session 2021-22 were-1] Creating awareness about Environmental issues. 2] Disseminating values, ethics and morality among the student 3] Creating awareness about Gender issues.4] To train the teaching staff to submit criteria wise data with accuracy and efficiency.5] Provide opportunities for job by doing Career counseling.By keeping in mind the above given objectives various activities were planned. Covid induced lockdown proved to be a major hurdle in the path, yet the IQAC efficiently managed to overcome the hurdles after resuming the offline mode for teaching and learning by conducting various activities like workshop, conferences, and seminar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Meetings of IQAC are held at regular intervals to review the strategies adopted by the institution to improve the functioning of the institution at various levels like - teaching and learning, use of innovative methodologies, assessment, evaluation, learning outcomes etc. IQAC of the college plays a vital and proactive role in giving valuable suggestion on effective curriculum delivery, adopting novel teaching methods, encouraging the use of ICT, supporting and suggesting co-curricular and extra-curricular activities, and acting as a bridge between the management and the institution to take the institutiom to newer heights. Since its inception in the year 2016, after successfully getting accredited accredited by the NAAC the IQAC has been successfully submitting the AQAR regularly and is ready to go for the second cycle of Assessment & Accreditation by the NAAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college, being a co-education college, emphasis is given to promoting Gender Equity. Womens' Grievance Redressal Committee takes care of the grievances, if any, from the girl students/ lady teachers or employees. Special facilities are provided to the girl students-like Girls' Common Room, Sanitary Napkin Vending Machine etc. The occasion of Womens' Day is used to inspire girl students to carve a niche for themselves in every field.

File Description	Documents
Annual gender sensitization action plan	Action Plan for Gender Sensitization Woman cell at Sharadchandra Arts & Commerce College has proposed to conduct following acitivities in session 2021-22 under gender sensitization programme for the students 1) Slogan exhibition on gender quality February 2022. 2) Essay Competition on 'Girls problems in modern Era' Under gender equality March 2022 03) Lecture on 'Women's Right under gender sensitization
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college manages waste material by segregating it into different dustbins. Specially made small hand-driven carts are also used to move the waste material. The institute also has E-waste management mechanism to deal with the E-waste generated within campus. Due care is taken to dispose it off by following Government's rules and regulations.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus   D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: A. Any 4 or All of the above

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit   C. Any 2 of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	View File

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen   reading

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college is committed to spread the message of tolerance and harmony through various activities like Guest Lectures, Seminars

etc. . Communal Integration Day wsa organized to spread the message of religious and cultural harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

With an aim to sensitize students and the employees of the institution to the constitutional obligations like values, rights, duties, and responsibilities of citizens, the institution organized programmes like providing information about various welfare schemes by the government, celebration of Constitution day, and the Workshop on 'Work Culture and Work Ethics' for the non-teaching staff of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized **D. Any 1 of the above**

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

It is the regular practice of the institution to celebrate national/ international commemorative days, events and festivals with an aim to disseminate values, propagate culture and instill in students values like nationalism, patriotism, and good citizenship. The festivals and commemorative days like, Shivaji Birth Anniversary, Savitribai Fule Birth Anniversary, World Consumer Day, Water Conservation Awareness programme etc. are organized.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

The IQAC has identified the two Best Practices for the Session 2021-22 after thoroughly discussing their institutionalization. They are 1) Compulsory Yoga Sessions & ii) Environmental Awareness Programmes.

Compulsory Yoga Sessions have become an intergal part of the college activities for students. Its multiple health benefits are

a blessing for our students. Hence Yoga has been made a compulsory acitivity.

Environmental awareness programmes are the need of the hour as overall degradation of environment is seen all around resulting into climate change and green house effect. Hence in order to spread awareness amongst students a series of programmes were held. throughout the session. This emphsis on the issue of environment and its solutions has been identified as the best practice as it has been successfully implemented and internalised.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Priority of the institution is to make rural students, especially girls employable. With this aim in mind the institution has an ED Cell.It is committed to pay extra attention to train the students for entrepreneurship. Attention is also paid to develop communication skills, soft skills etc. apart from professional knowledge. The Dept. of commerce regularly organizes programmes to encourage students for self employment.Career Counseling programmes have been organised to provide information about various job opportunities. The college has a language Lab to train the students in communication skills.

Part B
CURRICULAR ASPECTS
1.1 - Curricular Planning and Implementation
1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

For effective implementation of curriculum, the following methods

are used.

- Academic Calendar is designed to execute Annual Plan for teaching in order to complete it a stipulated time. Annual teaching plan Month wise is chalked out so as to implement teaching accordingly and is followed by each faculty members.
- Regular classroom activities are written in the diary and are checked by the principal for achieving the desired plans and monitored by the IQAC Committee.
- Classroom seminars, group discussion, surprise tests, oral tests, mock tests are conducted for the evaluation of the students for regular assessment.
- Two unit tests, each before the conclusion of each semester are conducted to make the students examination friendly • PPTs are shown to the student to make teaching learning interesting.
- ICT in teaching is used to simplify the subject and arouse the desire and curiosity of the learners.
- Regular staff council meetings are organized for assessing effective implementation of curriculum.
- Guest Lectures are organized to provide supplementary knowledge to the students.
- NSS do cleanliness drives in the college. The college campus is plastic free. Tree Plantation Programs are organized by NSS.
- Departments organizes various programmes of National importance and National leaders.
- Faculties along with departments maintain the detailed record of the classes, assessments, project reports etc.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	**Nil**

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Academic calendar is prepared at the beginning of the new session. The academic calendar of the University to which the college is affiliated forms the basis of Institutional Academic Calendar. Departmental heads submit their tentative schedule of Departmental activities, and the department of exams submit their tentative schedule of Internal evaluation- the unit tests. Academic calendar is prepared by making use of all this data and is uploaded on the website. Efforts are made to adhere to the academic calendar throughout the session.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://sacc.edu.in/files/new/2_ACADEMIC_CALENDAR-2021-22.pdf

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**C. Any 2 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	No File Uploaded

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	No File Uploaded

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**No File Uploaded**

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Being an affiliated college, it adheres to the curriculum prescribed by the RTM Nagpur University. The academic body of university takes care to integrate crosscutting issues like Gender. Human Values,Environment/Sustainability etc. into the curriculum. For examplethe curriculum of languages (English and Marathi) address all the above mentioned issues through lessons, articles, poems, essays etc. B.A and B.Com part II students have to take a compulsory paper on 'Environment Science'. Students are evaluated and the grade is given to them in final assessment sheet. Life Long Learning and Extension Centre at college takes initiative in spreading awareness about Gender issues through various creative activities/programmes.

File Description	Documents
Any additional information	**No File Uploaded**
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	[View File](#)

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

1

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

18

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**D. Any 1 of the above**

File Description	Documents
URL for stakeholder feedback report	**No File Uploaded**
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	[View File](#)
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

18

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	[View File](#)

2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)

2.1.2.1 - Number of actual students admitted from the reserved categories during the year

264

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners

The two Unit tests - (one in each semester) form the basis of assessment of the learning levels of students. Every department maintains the list of slow and advanced learners.

Strategy adopted for slow learners :

- **Remedical Coaching**
- **Extra Practice hours.**
- **Individual hoblem solving**

Strategy adopted for Advance learners :

- **Encouraging participation in various activities collegiate/intercollegiate.**
- **Exposure to challenges in respective subjects.**
- **Extra coaching to improve performance in university exams.**

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
335	**11**

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

Every department submits the Departmental Activity Plan at the beginning of the session. Departmental activities are divided into these parts -1. Curricular 2. co-currcular and 3. Extracultate activities. This broad division takes care of student centric methods such as experiential learnings and problem solving methodologies - which enhance students learning experience.

Examples - Experiential learning- Feild visits to Industries, factory, Bank etc

Participative learning - Role play, Group discussion, elocution, debate etc

Problem-solving methodologies- task-based activities, Creative writing for wall-paper, departmental Magazines

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

All the departments in college make use of ICT enabled tools for effective teaching-learning process

Teaching process continued smoothly even during lockdown due to use of ICT in teaching. The college has smart classroom, language lab, seminar hall with overhead projector and screen, as well as well equipped computer lab. Cell phones were used extensively to teach by using various e-platforms like Zoom, Google Meet, Webex etc. Google forms were used to set question papers for online exams. Video links of lectures were provided to the students. Whatsapp group of all the students were formed to share study material.

File Description	Documents
Upload any additional information	[View File]
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

11

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File]
Circulars pertaining to assigning mentors to mentees	[View File]
mentor/mentee ratio	[View File]

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

11

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File]
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	[View File]

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

O	

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

11	

File Description	Documents
Any additional information	**No File Uploaded**
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

The college conducts two Unit Tests to evaluate students performance. Tentative schedule of Unit Tests is mentined in theAcademic Calendar. Time lable and the list of Roll nos are displayed. Notice is circulated and exams are conducted as per Examtime table. Answer Book are evaluated by the respected subject teacher and lists of marks obtained and submitted to the incharge of the Dept. of Exams Being an affiliated college, main exams are conducted by the university but internal assessment of 20 marks in each subject has to be done by the respective subject teacher. Before every Semester, respective Head of the department conducts internal assessment through Vivia-voce, assignments etc. and the Internal marks are submitted to the university.

File Description	Documents
Any additional information	[View File]
Link for additional information	**Nil**

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

The list of subject wise marks scored by the students are submitted by the respective teacher to the Incharge of internal Exams within the given time limit. Evaluated Answersheets are given to the students. Any grievance -related to evaluation is immediately resolved by the respective subject teacher.

File Description	Documents
Any additional information	[View File]
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

Programme Course Outcomes are displayed the Institutional website.in Induction Programme too Programme/ course wise outcomes are made known the students by the teachers. Sincere efforts are made to attain all the outcomes at the end of the course/ programme.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	[View File]

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

Exam Results form the main basis of evaluation attainment of Programme Outcomes and Course Outcomes. Exams are designed in

such way that help stundents' performance at knowledge level. Internal Assessment designed to test communication skills, manners, personality and domain knowledge. Participation of students various co-curricular and extra-curricular activities and their performance them help assess the integrity, sense of social responsibility and good citizenship.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

115

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

https://sacc.edu.in/files/new/4_STUDENTS_SATISFACTION_SURVEY.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

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

0

File Description	Documents
Any additional information	**No File Uploaded**
e-copies of the grant award letters for sponsored research projects /endowments	**No File Uploaded**
List of endowments / projects with details of grants(Data Template)	**No File Uploaded**

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	**No File Uploaded**
Any additional information	**No File Uploaded**
Supporting document from Funding Agency	**No File Uploaded**
Paste link to funding agency website	**Nil**

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

3

File Description	Documents
Report of the event	[View File](#)
Any additional information	**No File Uploaded**
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

18

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

7

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

Due to Covid-19 induced curbs on various social activities it was not possible for the institution to hold extenssion activities for the comunity. Hence a social awareness activity & an activity to improve students' health were held.

The details are given below

Activity 1 : Workshop for students on 'Social Impat of Covid-19 pandemic

Activity 2 : Distribution of Iron-calcium tablets to the

students

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	**No File Uploaded**
Number of awards for extension activities in last 5 year(Data Template)	**No File Uploaded**
e-copy of the award letters	**No File Uploaded**

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Reports of the event organized	[View File](#)
Any additional information	**No File Uploaded**
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	[View File](#)

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the

year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

2

File Description	Documents
Report of the event	View File
Any additional information	**No File Uploaded**
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

1

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

0

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	**No File Uploaded**

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college has state of the art infrastructural facilities for teaching and learning. The college building is on its own land. Out of 8.5 acres of land owned by the society, 1 acre has been allotted to the college. With 10 classrooms, 1 Seminar hall, 1 Smart classroom, and 1 lab.for B. Voc, the college is well-equipped to facilitate teaching-learning process for all three courses.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The college has ample open space as well as a well-equipped Seminar Hall with overhead projector, LCD Screen, air-conditioners and seating capacity of 200 for holding cultural events or activities. Recently completed and inaugurated Sports Complex provides all facilities for indoor sports/ outdoor sports like Badminton, billiards, table-tennis, basket-ball, swimming etc. The swimming pool is made as per international standards. The membership is open for the students as well as the community.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

2

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

2

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	[View File](#)

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Upload audited utilization statements	**No File Uploaded**
Upload Details of budget allocation, excluding salary during the year (Data Template)	**No File Uploaded**

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)		
Though the library is not automated, it is well stacked. The library is used regularly by the students as well as teachers. It has a Reading Room with proper Seating arrangement.		
File Description	**Documents**	
Upload any additional information	[View File]()	
Paste link for Additional Information	**Nil**	
4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**	
File Description	**Documents**	
Upload any additional information	**No File Uploaded**	
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	**No File Uploaded**	
4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)		
4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)		
0		
File Description	**Documents**	
Any additional information	**No File Uploaded**	
Audited statements of accounts	**No File Uploaded**	
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	**No File Uploaded**	
4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)		

4.2.4.1 - Number of teachers and students using library per day over last one year

6

File Description	Documents
Any additional information	**No File Uploaded**
Details of library usage by teachers and students	[View File](#)

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Wi-Fi and other IT facilities are updated by the institution as and when required. The service provider takes care of up -gradation

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	**Nil**

4.3.2 - Number of Computers

50

File Description	Documents
Upload any additional information	**No File Uploaded**
Student – computer ratio	[View File](#)

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	[View File](#)

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

427569

File Description	Documents
Upload any additional information	View File
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

The physical facilities including Laboratories, Classrooms and Computers are made available for the students. Funds are allotted for maintenance of the laboratories and the classrooms which are a part of the teaching and the learning process. The maintenance and the cleaning of the classrooms and the laboratories are done with the efforts of regular staffs of the institute and with support service from outside. The college garden is maintained by the gardener appointed by the institute. The college has adequate number of the computers with internet and Wi-Fi connections and they are maintained by Experts Personnel of IT/ITes Department. The Language Lab, Computers systems and Software are maintained with AMC of the corresponding service provider. Electrical and the plumbing related maintenance is done with the help of Institute appointed skilled personnel and the expenditure is done from yearly allotted budget approved by CDC.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year

41

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	No File Uploaded

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and	**B. 3 of the above**

hygiene) ICT/computing skills

File Description	Documents
Link to institutional website	**Nil**
Any additional information	[View File](#)
Details of capability building and skills enhancement initiatives (Data Template)	[View File](#)

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

37

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

37

File Description	Documents
Any additional information	[View File](#)
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	[View File](#)

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	**B. Any 3 of the above**

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

26

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	**No File Uploaded**
Any additional information	**No File Uploaded**

5.3 - Student Participation and Activities

5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**
Any additional information	**No File Uploaded**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**No File Uploaded**

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

Students of the college are always at the centre-stage of the most of the activities. To instill leadership qualities in them right from the beginning as well as to expose them at early stage to the working of various academic and administrative bodies, the students are given representation in various committees. Under the able guidance of in-charge teacher, the students' representatives carry out the responsibilities given to them and also act as a bridge between the stakeholders. They also voice students' expectations from time to time, thereby facilitating the working of the college towards students'

satisfaction.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

10

File Description	Documents
Report of the event	[View File](#)
Upload any additional information	[View File](#)
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	[View File](#)

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The institution has formed the Alumni Association but it is not registered. The alumni of the college who are placed at different positions are invited for Annual Alumni Meet. Sometimes to fulfil the needs the fund is raised by the alumni. In the session 2021-22 the fund is raised by the alumni to purchase Academic Text books for the Commerce faculty. The Alumni, also contribute by guiding our students or encouraging them through Guest Lectures and workshops etc.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

The aim of the institution is providing employment oriented quality higher education to the rural students; especially the girls and economically backward students. The motto of the institution, "Towards Empowerment through Education" inspires us at every step. The vision of the institution is to enlighten, empower and ennoble the learners and ensure that the students are properly facilitated for qualitative improvement. The institution is keen to see that the students studying in the institution have sufficient facilities to learn, read and play. So the first priority is to build sufficient infrastructure like Good spacious class rooms, Computer labs, playground, spacious library and state of the art laboratories, separate hostels for girls and boys, college canteen, differentlyable friendly campus, proper sanitation and drinking water facility . An assortment of committees and cells are functioning to empower the students like Entrepreneurship cell, Placement cell, Women Empowerment and Harassment prevention cell, NSS, Sports committee, Cultural committee.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Decentralization and participative management is visible in most ofthe Institutional practices right from the governing body to various committees.At the level of Management there is complete decentralization where thr President is at the apex of the hierarchy.At the level of adminisration too, there is decentralization, with the Principal as the authority.At Academic level, various committees have been formed to fulfil the vision and mission of the college as well as to attain the learning outcomes.From College Development Committe to various other committes, the students are given representation as Student Representative, whereas the teachers are assigned the role of Incharge Teachers.Total freedom is given to the teachers and the student representatives to put forth their views.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan of the Institution is prepared and the efforts are made to achieve the targets set through a well-planned mechanism under following heads:

Curriculum Development:

The curriculum is prescribed by the Affiliated University. The subject teachers design certain activities related to the context of the syllabus. Activities like field visits, educational excursions, guest lectures and assignments are organized to make the curriculum interesting. In the beginning of the session i.e. during induction programme and beginning of the classes the relevance of curriculum is explained and the methodology is conveyed. Teaching and Learning Teachers make efforts to make the process of teaching and learning absorbing. Novel techniques are clubbed with traditional way of teaching.

Use of ICT:

This is another feature of Teaching Learning Process at the college. Language lab is utilized for students to improve their English as the students are from rural area and are not well versed with spoken English

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

The planning and development is as per the academic calendar prepared by the institute every year. All the teachers and Teacher in charge of extension activities get assembled in a joint meeting and read out their activity schedule. All the activities are assimilated to form the academic calendar.. The administration related functioning of the college is computerized and digitalized. Admission process and scholarship applications, details of examination forms, generations of admission cards, preparation of identity cards and all information related to AISHE have been computerized. Computerization and digitization has helped in hassle free functioning and transparent transaction. Student Admission and Support has been computerized. All the details of the student's database are created for easy access to information. Support services like scholarship and EBC are computerized. The data for enrolment and examination related information is sent online. The admission cards for examinations are generated and printouts are distributed to students. Subject teacher conducts Unit Tests annualy. The tests of differenttypes like multiple choice questions tests, open book tests and surprise tests are conducted to evaluate the level of preparation of the students.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	**Nil**
Upload any additional information	[View File](#)

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

File Description	Documents
ERP (Enterprise Resource Planning)Document	**No File Uploaded**
Screen shots of user interfaces	[View File](#)
Any additional information	**No File Uploaded**
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	[View File](#)

6.3 - Faculty Empowerment Strategies

6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff

Teaching

There is a provision of Welfare Scheme for Teaching faculty as and when required

Non teaching

There is a provision of Welfare Scheme for Non Teaching faculty as and when required

StudentsStudents Insurance Plan from RTM, Nagpur University. Free medical check-up facilities are available to the students.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

0

File Description	Documents
Upload any additional information	**No File Uploaded**
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	**No File Uploaded**

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

2

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	**No File Uploaded**
Reports of Academic Staff College or similar centers	**No File Uploaded**
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

7

File Description	Documents
IQAC report summary	View File
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	View File
Upload any additional information	**No File Uploaded**
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

The teachers fill up the UGC recommended PBAS [Performance based Appraisal Forms] annually. The detailed information of their contribution to academics and the research work done are

mentioned in the PBAS. The forms are checked by the Screening Committee and are signed duly by the Principal After verifying the evidences. The PBAS Forms form the basis of periodic placements of the teachers inhigher grade. For non-teaching staff, the CR Form [Confidential Report Form] is filled up and the Confidential Report is prepared. After verification of the form by the Head Clerk, the Principal gives the remark

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Entries of expenditure are taken by using Tally package. Auditing process is completed after 31st March and the yearly audit is done by the Chartered Accountant. Final balance Sheet is made after the audit.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	View File

6.4.2 - Funds / Grants received from non-government bodies, individuals, philanthropers during the year (not covered in Criterion III)

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	**No File Uploaded**

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

Being an aided college, the salary is received from the State Government. It is distributed to the staff as per norms. Other sources of the funds are: 1. Tuition fees 2. Form fees 3. Other income sources. Salaries from the unaided posts are done from the tuition fees and other sources like the Management. UGC grants are spent for the specific aids for which the grants are given.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

IQAC of the college is insrumental in planning, executing and institutionalizing the quality assurance strategies and processes. The Action Plan wsa prepared at the beginnig of the session.The thrust areas for the session 2021-22 were-1] Creating awareness about Environmental issues. 2] Disseminating values, ethics and morality among the student 3] Creating awareness about Gender issues.4] To train the teaching staff to submit criteria wise data with accuracy and efficiency.5] Provide opportunities for job by doing Career counseling.By keeping in mind the above given objectives various activities were planned. Covid induced lockdown proved to be a major hurdle in the path, yet the IQAC efficiently managed to overcome the hurdles after resuming the offline mode for teaching and learning by conducting various activities like

workshop, conferences, and seminar.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Meetings of IQAC are held at regular intervals to review the strategies adopted by the institution to improve the functioning of the institution at various levels like - teaching and learning, use of innovative methodologies, assessment, evaluation, learning outcomes etc. IQAC of the college plays a vital and proactive role in giving valuable suggestion on effective curriculum delivery, adopting novel teaching methods, encouraging the use of ICT, supporting and suggesting co-curricular and extra-curricular activities, and acting as a bridge between the management and the institution to take the institutiom to newer heights. Since its inception in the year 2016, after successfully getting accredited accredited by the NAAC the IQAC has been successfully submitting the AQAR regularly and is ready to go for the second cycle of Assessment & Accreditation by the NAAC.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**C. Any 2 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	<u>View File</u>
Upload any additional information	<u>View File</u>
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

The college, being a co-education college, emphasis is given to promoting Gender Equity. Womens' Grievance Redressal Committee takes care of the grievances, if any, from the girl students/ lady teachers or employees. Special facilities are provided to the girl students-like Girls' Common Room, Sanitary Napkin Vending Machine etc. The occasion of Womens' Day is used to inspire girl students to carve a niche for themselves in every field.

File Description	Documents
Annual gender sensitization action plan	[Action Plan for Gender Sensitization Woman cell at Sharadchandra Arts & Commerce College has proposed to conduct following acitivities in session 2021-22 under gender sensitization programme for the students 1) Slogan exhibition on gender quality February 2022. 2) Essay Competition on 'Girls problems in modern Era' Under gender equality March 2022 03) Lecture on 'Women's Right under gender sensitization](#)
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	**Nil**

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures   Solar energy   Biogas plant Wheeling to the Grid   Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

C. Any 2 of the above

File Description	Documents
Geo tagged Photographs	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

The college manages waste material by segregating it into different dustbins. Specially made small hand-driven carts are also used to move the waste material. The institute also has E-waste management mechanism to deal with the E-waste generated within campus. Due care is taken to dispose it off by following Government's rules and regulations.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File](#)

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

D. Any 1 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	[View File](#)
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

A. Any 4 or All of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and **C. Any 2 of the above**

energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading | `D. Any 1 of the above`

File Description	Documents
Geo tagged photographs / videos of the facilities	<u>View File</u>
Policy documents and information brochures on the support to be provided	**No File Uploaded**
Details of the Software procured for providing the assistance	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

The college is committed to spread the message of tolerance and harmony through various activities like Guest Lectures, Seminars etc. . Communal Integration Day wsa organized to spread the message of religious and cultural harmony.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	**No File Uploaded**

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

With an aim to sensitize students and the employees of the institution to the constitutional obligations like values, rights, duties, and responsibilities of citizens, the institution organized programmes like providing information about various welfare schemes by the government, celebration of Constitution day, and the Workshop on 'Work Culture and Work Ethics' for the non-teaching staff of the college.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	**No File Uploaded**

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff	**D. Any 1 of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	**No File Uploaded**
Any other relevant information	View File

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

It is the regular practice of the institution to celebrate national/ international commemorative days, events and festivals with an aim to disseminate values, propagate culture and instill in students values like nationalism, patriotism, and good citizenship. The festivals and commemorative days like, Shivaji Birth Anniversary, Savitribai Fule Birth Anniversary, World Consumer Day, Water Conservation Awareness programme etc. are organized.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

The IQAC has identified the two Best Practices for the Session 2021-22 after thoroughly discussing their institutionalization. They are 1) Compulsory Yoga Sessions & ii) Environmental Awareness Programmes.

Compulsory Yoga Sessions have become an intergal part of the college activities for students. Its multiple health benefits are a blessing for our students. Hence Yoga has been made a compulsory acitivity.

Environmental awareness programmes are the need of the hour as overall degradation of environment is seen all around resulting into climate change and green house effect. Hence in order to spread awareness amongst students a series of programmes were held. throughout the session. This emphsis on the issue of environment and its solutions has been identified as the best practice as it has been successfully implemented and internalised.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	[View File](#)

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Priority of the institution is to make rural students, especially girls employable. With this aim in mind the institution has an ED Cell.It is committed to pay extra attention to train the students for entrepreneurship. Attention is also paid to develop communication skills, soft skills etc. apart from professional knowledge. The Dept. of commerce regularly organizes programmes to encourage students for self employment.Career Counseling programmes have been organised to provide information about various job opportunities. The college has a language Lab to train the students in communication skills.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

Internal Quality Assurance Cell (IQAC) of the college has taken initiative in the preparation of the perspective plan after inviting analysing and considering the suggestions given by all stakeholders. With an aim to emerge as a model college known for Quality Education, following perspective plan is finalised :

- To start more skill development programmes in accordance with the policies of the State / Central Government.
- To strengthen the E.D. cell so as to provide intership to the students as well as to initiate career counselling through career couselling cell and to start Earn & Learn schemes.
- To initiate membership drive for the activities in the Sports Complex for the village community.
- Tie up / Signing of MoUs with the local Nagar Parishad to facilitate implementation of various Govt. schemes like Unnat Bharat Abhiyan, Swatchh Bharat Abhiyan, knowledge input to Self - Help Groups, identifying and suggesting novel ways to boost self - employment etc.
- Focus on Professional skill development in Teaching and Non-teaching faculty.
- To organise International / National / State / Regional Level Workshops / Conference / Seminars (Offline / Online Virtual Basis).
- To encourage use of ICT in Teaching & Learning as well as to motivate faculty members for research.
- Library and office - automation.
- To lay emphasis on sustainability and Green Campus.
- To strengthen Alumni Contribution.
- To submit proposal to the University for the new programmes B.Sc. & M.B.A.