SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

ARTS AND COMMERCE COLLEGE, JARUD

ARTS AND COMMERCE COLLEGE, JARUD, TEH. WARUD, DIST. AMRAVATI
444908

artscollegejarud.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

June 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Our parent Educational Institution, Shri Shivaji Education Society, Amravati is a premier educational institution of Central India with branches in all the districts of Vidarbha region in Maharashtra. It is established by late Dr. Panjabrao alias Bhausaheb Deshmukh,the first Agriculture Minister of India and a member of Constitution Draft Committee. Primary and Secondary schools, Multi Faculty Junior and Senior colleges, Engineering, Medical and Agriculture Colleges with hostels and other teaching and technical institutions are run by Shri Shivaji Education Society all over the Vidarbha region of Maharashtra.

Arts and Commerce college, Jarud is established in July 1990. The college is situated in Vidarbha region of Maharashtra and affiliated to Sant Gadge Baba Amravati University, Amravati. The college is recognized by UGC under Section 2(f) & 12 (B) of the UGC Act 1956. Initially Arts faculty was in existance and in 2021-22 academic session the faculty of Science on permanent non-grant basis was started. Since then our college has been imparting education in the faculties of Arts and Science at Graduation level. It has competent and experienced staff in teaching departments, central library supported by spacious reading room, beautiful campus and playgrounds. It always attempted to provide quality education to the students who are coming from all walks of life. We have a Principal, 6 teaching faculties; out of them 5 faculties are Ph. D. and one NET qualified and
03 non-teaching staff. NAAC has reaccredited our college with B grade in its 2nd cycle

Vision

"To strive hard for the betterment of students through quality education and to transform them into good human beings"

Mission

- **Academic improvement of students**
- **To create a sense of social responsibility among students by way of education**
- **To ensure and inculcate discipline in terms of sincerity and hard work among students**
- **To make students responsible and respectable citizens of India**
- **To develop hidden qualities of students through extension and extra-curricular activities**
- **to provide platform to the students for further higher education**

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Mission to impart quality education to all
- A rich history of 33 years as of 2023.

- A committed and visionary management.
- "Student Welfare Fund" scheme run by teachers for providing help to needy economically poor students.
- Emphasis on holistic development, social commitment and environmental consciousness.
- Representation of faculty members on the authorities of Sant Gadge Baba Amravati University, Amravati.
- Licensed software and computer interfaced experiments for teaching and learning.
- Well developed and Green Campus with diversity of trees.
- Highly qualified, competent and committed faculty with a potent combination of experience & enthusiasm.
- Emphasis on disciplined class room teaching, well-conducted examinations and timely publication of results.
- Various extension and outreach activities, research publications and collaborations with academic institutions & State Government body.
- Well-developed ICT based facilities i.e. Computers, LMS, LCD projectors, LED TV, Laptops.
- A library automated with SARAL software and equipped with online resource N-LIST consortia.
- Barrier free campus for differently-abled persons.
- Adequate sports facilities for outdoor games & well equipped gymnasium.
- Registered Alumni Association.
- Conduct of Green, Energy, Environment, Academic and Administrative Audit.
- Secure & safe environment for girl students.
- **Shivavaani** the college magazine, a platform to exhibit the talent of the students.
- Eco-friendly campus with rain water-harvesting, energy conservation, waste-management.
- Extension activities through NSS unit.
- Good performance in Sports and Cultural activities.
- Student support services including canteen and girls' common rooms.
- Internet facility with more than 40 mbps speed.

Institutional Weakness

- Economically weaker background of students limits to offer Add-on and Career Oriented Programmes.
- No research grants from Government / Non-Government funding agencies availed.
- Limited scope for adopting any interdisciplinary innovative curriculum, being an affiliated college.
- Minimal revenue generation through research and consultancy work.
- Vacant teaching posts due to State Governments recruitment policy that creates additional workload/burden on existing staff.
- Locational disadvantage for strengthening academia-industry linkages.
- State Government stopping Non-salary grant.

Institutional Opportunity

- Ample space and scope for Infrastructural development.
- To get grants for research projects.
- Expansion of Collaborations and Consultancy.
- To get more funds through registered Alumni Association.

- Collaborative research with research institutions.
- Introduction of job oriented programs.
- To apply for schemes of National funding agencies to develop infrastructure
- E-content development by faculty for national level MOOCs.
- Scope to introduce interdisciplinary courses and programs under NEP2020.

Institutional Challenge

- To keep pace with the rapid changes in higher education.
- To increase intake of number of students at entry level.
- To sustain quality along with access.
- To provide more resources to socio-economically weaker students.
- Generation of resources for up gradation of infrastructure.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Arts and Commerce College, Jarud is affiliated to Sant Gadge Baba Amravati University, Amravati. College has defined its vision and mission statements that integrate the current education policy, and is displayed on college website. The institution offers 2 U.G. programmes i.e. B.A. and B.Sc. programmes in Humanities and Science stream. College, in-tune with the university academic calendar, prepares annual academic calendar and keep adherence with it. For effective curriculum delivery and transaction, the college provides a support mechanism in the form of ICT and enriched library. The library now has online resources too. Most of the programs provide experiential and participative learning and
continuous evaluation through seminars, workshops, group discussions, college tests and practical.

The college has introduced B.Sc. course in 2021-22 academic session during this assessment period. Most of the faculty members are involved in Question Papers Setting, Moderation, Assessment and Evaluation. The Board of Studies of the respective subjects revise and update the syllabus periodically. Revision of the curriculum, the latest development in the subject and the feedback received from all the stakeholders are considered. The curriculum takes care of overall development of the students. All cross-cutting issues such as human values,
professional ethics, gender sensitization and environment sustainability have been integrated in the curriculum. Stakeholder's feedback system is effectively implemented. Feedbacks are collected from all stakeholders. The feedback received from students, teachers, employer, alumni are analysed and sent to concerned board of studies of SGB Amravati University, Amravati. These feedbacks are helpful for revision and to enhance learning effectiveness.

Teaching-learning and Evaluation

The admission process is online and transparent. It follows eligibility criteria of Sant Gadge Baba Amravati University, Amravati. The reservation policy of the government of Maharashtra is observed strictly. Average percentage of enrolled students is 51.49 % in current assessment period. Average percentage of seats filled

against seats reserved for various categories of students is 59.12 % in this assessment period.

At the beginning of academic session, the teaching departments assess learning levels of admitted students and identify advanced learners and slow learners. Then the teachers adopt appropriate teaching methods for them. Teachers use experiential learning, participative learning and problem solving methods to enhance the learning experiences of students. For better comprehension of the subject, more emphasis is given on practical way of teaching. Apart from this, guest lectures and seminars are organized for the students.

The college provided academic and infrastructural facilities to the students in form of a rich library, internet, computers and other ICT tools which facilitate the learning to make it
more students centric. Teachers use ICT based tools and platforms for teaching, learning and evaluation process whenever required. The college has 07 permanent faculty members, out of them 6 are Ph.D and 01 has cleared NET examination. 12 teachers on clock-hour basis are appointed in the academic session 2022-23. The teachers constantly strive hard for individual and institutional excellence by keeping abreast of the knowledge updates by attending national and international conferences, seminars, workshops, orientation, refresher and short term training courses.
Being an affiliated college, evaluation of academic performance of the students is done by the college within the framework of the parent university. Programme and course outcomes of all programmes are communicated to students through website and discussed in the beginning of academic session. Evaluation of the students' academic performance is carried out through seminars, college internal assessment examination, university theory and practical examinations. Internal assessment examination committee of the college plans and implements the process of internal assessment. Average pass percentage of students is 30.07% in the assessment period.

Research, Innovations and Extension

The College extends all possible help and encouragement to boost research activities. The IQAC appeal the faculty members to apply for research grants to various funding agencies. It has been resulted in organising 03 workshops and conferences including one on IPR in this period. Also the teachers have published 38 research papers in various journals of national and international repute, along with participation in conferences and seminars. The faculty members authored 08 book chapters in edited volumes and books published by various reputed publications. Some of the departments have established linkages and MoUs with local governing body and institutions for collaborative research. Programmes for the benefit of students were organized under these MoUs.
The college has a good number of extension activities conducted by various departments and support services such as NSS, Sports, and Library. It includes community development, communal harmony, environment, water conservation, health-hygiene and awareness programmes.

Infrastructure and Learning Resources

Infrastructural and Learning resources of the institution are on developing mode and maintained regularly. Physical facilities, like buildings, play grounds, canteen etc, helps to run all the programmes smoothly. Master plan of institution exhibits optimum utilization of infrastructure. The college has a land area of 1.39 hectare and total built up area is 340.99 sq.mt, with G+2 floor and ample parking space. During last five years, college has spent Rs. 33.47 Lakh on maintenance of infrastructure and academic support facilities.

For the security of students, the college campus is under CCTV surveillance. The fire safety system is also installed in the institution. To overcome the problem of power outage, the Generator and UPS are available in the institution. The use of Solar panels, LED lights help to minimize the electricity consumption. The institution has 04 classrooms, 01 auditorium, a Girls common room, a Library and Administration building with IQAC office.

The college has learning resources of 20 Computers, 3 Laptops with internet facility, LCDs, OHPs, Scanner and Printers in the various departments, Office and Library. The budget allocation has adequately been utilized for the maintenance and repair of infrastructure and laboratory equipment. College has outdoor play grounds for various games. We have gymnasium and Auditorium for all round development of students**.** In library, there is a good collection of Books, Journals, Reference books and 21 subscribed journals on various subjects. The institution has made provision of NLIST facility with E-Books and E-Journals and SARAL software for effective performance installed. Also from this academic year the college library has started a blog where all information related to college in form of photos and news are posted. The college website www.artscollegejarud.org is updated regularly, which provides current information to parents, students and also alumni. College campus is Wi-Fi enabled that help teachers and students explore internet facility for academic usage. The special facilities are provided to differently-abled students in form of barrier free environment.

Student Support and Progression

College publishes prospectus and uploads on college website. In all 50.33 % students availed scholarships and other financial assistance from the state and central governments. The college gives Institutional support to the economically weaker students in form of fund raised and deposited by teaches in an account of "Students Welfare Fund". The College provided sports and games facilities to the students. One student Miss. Kashyap Sane has secured 3rd place in individual game of Taekwondo two times during the current assessment period. College provided financial support to students for participation in sports and cultural events organized by other institutions.
The students are made aware of discipline, rules and regulations to be observed. Anti-Sexual Harassment Cell monitors sexual harassment at work place. Grievance Redressal Cell and Anti-Ragging Committee are constituted as per State Government and University directives. The institution is proud to have a registered Alumni Association comprising number of academicians, industrialist, farmers and servicemen as its members. The student progression rate to higher education 14.94 which is low as per the norms, but it is mainly because of their poor socio-economic background. The college has NSS unit for girls and boys. Along with its regular activities, the NSS unit conducts special camps for Tree Plantation, Cleanliness Drive, Water Conservation, etc. Students actively participated in seminars and other competitions. Student's representatives participate in various academic and administrative committees. The college organize guest lectures of teachers and person of eminence for the benefit of students.

Governance, Leadership and Management

The Mission and Vision statements clearly reflect the distinctive characteristics of the institute. The executive members of the governing body, the principal and the faculty members have an active participation in College Development Committee (CDC), IQAC, College Council, Purchase Committee, and Library Committee. Academic and Administrative performance of the college is reviewed and assessed through College

Development Committee, IQAC and Shri Shivaji Education Society Amravati's Academic Audit Committee to strengthen the process of marching towards excellence. E-governance is implemented in all administrative and academic matters. The parent management body gives financial support to the institute whenever required. The Institutional authority provided complete autonomy under the supervision of the Principal and heads of the department for planning and implementing the teaching–learning plans, research, extension work, academic and extracurricular activities. Autonomy is given to the departments to utilize the budget allocation as per their needs, if required.

The college has a culture of participative management through decentralization of work. The college prepares a perspective plan for teaching-learning, research, extension, extracurricular and co-curricular activities. Internal organizational structure and decision making process is undertaken by CDC, IQAC, College Council and Heads of the Departments. The plan of quality improvement strategies is designed. The college has established student's feedback systems. After analysing the feedbacks, the suggestions are forwarded to the higher authority. The institutional authority encourages faculty members to participate in Faculty Development Programs (Online/ Offline). The college has welfare schemes for teaching and non-teaching staff. Performance appraisal forms are considered for faculty's assessment and career advancement. The financial budget is prepared and approved in CDC. Financial audit is conducted by authorized agencies. Audited statements are prepared by Chartered Accountant.

The IQAC is functional, having the members from management, teachers, students, non-teaching staff, external experts and alumni. The academic audit is conducted on regular basis. The data collection and compilation of all academic activities is a practice carried out regularly. IQAC, in collaboration with the management and various college departments, organize events for the benefits of students

Institutional Values and Best Practices

Various initiatives are taken by the institution for the promotion of gender equity such as sensitization campaigns, training, workshops, programs etc. A safe and secured environment is provided to all by providing CCTV surveillance, common room and grievance committees to tackle various issues.
The college has established a sustainable waste management approach to minimise solid, liquid, and e-waste. Water harvesting facility is also available in the institution. Plantation and waste management are undertaken by the institution. Use of CFLs, LED lamps and other eco-friendly products with star rating has minimized the power consumption on the college campus. Quality audits on environment and energy are done from time to time. The college campus is green and efforts are taken to keep the campus green.

The institution has a barrier free environment by providing ramps, and human assistance for the differently abled. The institution promoted an attitude of tolerance and inclusiveness towards linguistic, cultural, communal and socioeconomic diversities. Every student is equally treated and the environment of tolerance and belief is maintained. The NSS unit undertake initiatives like voting awareness camp, cultural programmes, and celebration of birth anniversaries of visionary leaders. Value based programmes like "Constitution Day" is conducted to sensitize students and employees to the constitutional obligations. A Code of Conduct is prescribed for all. Various National and International days and events are celebrated in the institute with great enthusiasm in various ways.

Two Best Practices identified by the institute are Student Welfare Scheme and Green Campus. The Community

Outreach activities are aimed to gain field experience to broaden the perception of the world around the students. Women's Day celebration too is done enthusiastically.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	ARTS AND COMMERCE COLLEGE, JARUD
Address	Arts and Commerce College, Jarud, Teh. Warud, Dist. Amravati
City	Jarud
State	Maharashtra
Pin	444908
Website	artscollegejarud.org

Contacts for Communication					
Designation	**Name**	**Telephone with STD Code**	**Mobile**	**Fax**	**Email**
Principal	Gopal R. Tadas	07229-246033	9422857029	07229-246032	accjarud@gmail.com
IQAC / CIQA coordinator	Ajay B. Kukade	-	9765000340	07229-246032	ajaykukade.me@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minroity institution	No

Establishment Details

State	University name	Document
Maharashtra	Sant Gadge Baba Amravati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	28-04-2010	View Document
12B of UGC	28-04-2010	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus

Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Arts and Commerce College, Jarud, Teh. Warud, Dist. Amravati	Rural	3.435	951.72

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	XII	English	560	115
UG	BA,Marathi	36	XII	Marathi	560	115
UG	BA,Political Science	36	XII	Marathi	560	83
UG	BA,History	36	XII	Marathi	560	79
UG	BA,Sociology	36	XII	Marathi	560	48
UG	BA,Marathi Literature	36	XII	Marathi	560	72
UG	BA,Home Economics	36	XII	Marathi	560	7
UG	BA,Economics	36	XII	Marathi	560	56
UG	BSc,Chemistry	36	XII	English	160	20
UG	BSc,Mathematics	36	XII	English	160	20
UG	BSc,Botany	36	XII	English	160	13
UG	BSc,Zoology	36	XII	English	160	13
UG	BSc,Electronics	36	XII	English	160	2
UG	BSc,Computer Science	36	XII	English	160	8
UG	BSc,Physics	36	XII	English	160	17

Position Details of Faculty & Staff in the College

Teaching Faculty											
	Professor				**Associate Professor**				**Assistant Professor**			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				1				1				9
Recruited	1	0	0	1	1	0	0	1	5	0	0	5
Yet to Recruit				0				0				4
Sanctioned by the Management/Society or Other Authorized Bodies				0				0				11
Recruited	0	0	0	0	0	0	0	0	2	9	0	11
Yet to Recruit				0				0				0

Non-Teaching Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				8
Recruited	3	1	0	4
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	**Female**	**Others**	**Total**
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	**Professor**			**Associate Professor**			**Assistant Professor**			
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	2	0	0	3	0	0	6
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	2	0	2
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	0	7	0	7
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers									
Highest Qualification	Professor			Associate Professor			Assistant Professor		
	Male	Female	Others	Male	Female	Others	Male	Female	Others	Total
D.sc/D.Litt/ LLD/DM/M CH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0
UG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties				
Number of Visiting/Guest Faculty engaged with the college?	Male	Female	Others	Total
	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	72	0	0	0	72
	Female	17	0	0	0	17
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Category		Year 1	Year 2	Year 3	Year 4
SC	Male	18	10	12	15
	Female	14	6	0	3
	Others	0	0	0	0
ST	Male	23	13	6	15
	Female	9	7	5	5
	Others	0	0	0	0
OBC	Male	66	29	8	3
	Female	22	14	2	5
	Others	0	0	0	0
General	Male	3	2	0	0
	Female	1	0	2	3
	Others	0	0	0	0
Others	Male	16	7	4	25
	Female	3	0	0	5
	Others	0	0	0	0
Total		175	88	39	79

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	Our college, is a multi-faculty institute having Humanities and Science faculties with under graduation courses. In Humanities (Arts) the college offer compulsory subjects English and Marathi; and

	optional subjects are Marathi literature, Economics, Sociology, Political Science, History and Home Economics. In Science faculty two compulsory subjects English and Marathi are for first two semesters (Semester I and II) . Chemistry, Physics, Botany, Zoology, Computer Science, Electronics, Mathematics are the other subjects taught in Science faculty.
2. Academic bank of credits (ABC):	Being affiliated to Sant Gadge Baba Amravati University, our college is bound to follow the courses, syllabi and other rules and regulations of the affiliating university. The teachers encourage the students to enroll for online courses. This year the affiliating university has taken initiatives by introducing Choice Based Credit System (CBCS), as a part of National Education Policy (NEP). The DBCS gives students scope to score credits and save those in academic bank so as to avail those in future. The students enrolled in academic session 2022-23 and from next session onwards would get the credits.
3. Skill development:	The college gives importance to the skill development of the students for the optimum development of the students for the optimum benefit as per the module set by the university to which the college is affiliated. The knowledge of the subject is given to students so as to empower them in the practical aspect. Many of our students have benefited and have incorporated the subject knowledge in their filed of works. Also the ABC would give enough scope to them to have enhanced Knowledge that would profit them in future.
4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):	The college is situated in rural area where mostly the students from lower strata of life study. The Bachelor of Arts (BA) course has Marathi and Marathi Literature subjects which provide ample knowledge of the region and the language and cultures of Maharashtra states. This makes students more confident in studies. Sociology is an important subject, through which the students get more important knowledge on cultural and social aspects. It talks about the deep rooted Indian culture and provide students more enrichment in life. the subject of English language help students in acquiring not only the subject and language knowledge, but it also helps them face the challenges in this ultra competitive world more confidently. Then there are

	subjects like Political Science, History, home Economics , through which students understand the value of Indian life.
5. Focus on Outcome based education (OBE):	The college believes in [providing students a strong platform that would make them stand firm in life. The NEP2022 that focus on outcome based education would be implemented in college as per the directions and rules set by SGB Amravati University to which our college is affiliated.
6. Distance education/online education:	The college, during COVID pandemic provide the online education to its students, as that was the only option available. the interaction between students and teachers and the lectures were conducted online during this time period. The platforms like You Tube, ZOOM, Google Meet, Blu-Button, etc. were used for this purpose. The teachers also encourage students to enroll themselves for MOOC courses too.

Institutional Initiatives for Electoral Literacy

1. Whether Electoral Literacy Club (ELC) has been set up in the College?	No, the college doesn't have the ELC.
2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?	At present the Electoral Literacy Club (ELC) has not been se up in college. But in near future ELC would be a part of the institution after setting up the club.
3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.	Though the college has not set up the ELC, one programme was conducted on this level in the academic session 2021-22. The college provide a positive platform to its students and the residents of Jarud, where the college is situated. Our broader is aim to reach and interact with the society and students, whenever possible. To make the students and people from surrounding area understand the importance of voting process, the college has organized a 'Voting Awareness Camp' as a part of initiative towards electoral literacy. The college NSS unit and the Political Science department, with the help of other departments and staff and students, have organized this camp and it was a success. The college is located in an area where mostly the under privileged people reside. The college from time to time undertake socially relevant programmes such as

	'AIDS Awareness Camp' which help the people understand the value of life. All these activities are carried out having active participation of NSS volunteers and other students and staff.
4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.	Nil
5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.	This activity was conducted through NSS in 2021-22 session.

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
131	133	198	360	533

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 14

File Description	Document
Upload Supporting Document	[View Document](#)
Institutional data in prescribed format	[View Document](#)

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	8	12	12	11

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
7.26	10.99	7.37	11.77	11.99

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File Description	Document
Upload Supporting Document	[View Document](#)

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1 The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Response:

Arts and Commerce College, Jarud is affiliated to Sant Gadge Baba Amravati University, Amravati, and follows the curriculum and academic calendar designed by the university. To achieve the academic outcomes the college ensure effective curriculum delivery. The academic calendar serves as an information tool to plan well the academic and other activities for the session. The academic calendar is displayed on the college website and also published in the prospectus.

Academic Planning:

- At the beginning of academic year, the Principal with all heads of the department finalize the academic calendar.
- Respective committee frames a time-table to be implemented in the session keeping an eye on the workload of each subject and teacher. Also, the departmental time-table too is framed.
- The teachers follow the time-table and prepare teaching plan and maintain the record in academic diary.
- Whenever effective, teachers use Power-point presentations for students' better understanding of the topics.
- During pandemic the college switched over to online mode for teaching and co-curricular activities. Teachers used the LMS (Bigblue Button) for delivering lectures. Some of the teachers also used Google Meet and Zoom platforms for the same. The teachers had formed Whatsapp groups of students to circulate information related to academics.
- Teachers are given responsibility of a student group (Mentor-Mentee) as a leader to take care of their academic performance, scholarships, and examination related and other issues.
- Programme outcomes (PO) and Course outcomes (CO) are well displayed on college website for its stake holders.
- Progress of the syllabus and curriculum delivery is reviewed from time to time.

Continuous Internal Assessment:

- The continuous internal evaluation of students is carried out through class test, assignment, seminar, common test and other academic activities. The college's internal examination committee monitors all the activities and also resolve the problems of the students in this regard. The complaints of the students are also solved duly to keep the examination process free and fair, if any.
- The faculty set the question papers and the tests are conducted on the day declared early. The answer papers are assessed by the teachers promptly and the result is declared. The remarks given

help the students in analysing their mistakes and to improve upon their performance.
- At the end of the session every department prepare a consolidated internal assessment mark-list and display it on the notice board.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.2 Academic Flexibility

1.2.1 Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 00

File Description	Document
List of students and the attendance sheet for the above mentioned programs	[View Document](#)
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Evidence of course completion, like course completion certificate etc. Apart from the above:	[View Document](#)

1.2.2 *Percentage of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years*

Response: 0

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.3 Curriculum Enrichment

1.3.1 *Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability in transacting the Curriculum*

Response:

Response:

The college integrates cross cutting issues relevant to Gender, Human Values, Professional Ethics, Environment and Sustainability into curriculum. The syllabus of Humanities and Science has all the said topics in its curriculum. The subjects taught in humanities cover human values, gender equity. The science and Humanities faculties cover the environment and sustainability issue. The teachers provide the students the information related to this with vigour. The contents of the syllabus provide ample scope to deal with these topics.

The average ratio of male-female student is satisfying. The 'Vishakha' committee is dedicated for the welfare of women. The basic reason to have this committee is to look into the issues of harassment of girls and female staff, if any. Fortunately enough, till now no cases are reported of any kind of harassment at any level, in college premises. The health awareness programmes also are carried out in college for the benefit of the students and the people living in adjoining areas from time to time. The Home-economics department and NSS unit of the college work in this regard effectively.

Environmental Studies is a compulsory subject in 4th semester of both Arts and Science faculties. The subject provides in-depth knowledge of environment to the students. Through NSS unit of the college, the students participate in many programmes related to environmental sustainability like 'Plastic eradication', 'cleanliness of College Campus and Surrounding Area' etc. The 'National Yoga Day' is also celebrated in college every year on 21st June. Every year the "Constitution day" is celebrated which helps students understand the importance of constitutional values and its importance in ones' life.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

1.3.2 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)

Response: 0

1.3.2.1 Number of students undertaking project work/field work / internships

Response: 00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

1.4 Feedback System

1.4.1 *Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website*

Response: C. Feedback collected and analysed

File Description	Document
Feedback analysis report submitted to appropriate bodies	[View Document](#)
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	[View Document](#)
Action taken report on the feedback analysis	[View Document](#)
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	[View Document](#)

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Enrolment percentage

Response: 50.93

2.1.1.1 **Number of seats filled year wise during last five years (Only first year admissions to be considered)**

2021-22	2020-21	2019-20	2018-19	2017-18
79	39	88	175	220

2.1.1.2 **Number of sanctioned seats year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
300	220	220	220	220

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list as published by the HEI and endorsed by the competent authority	[View Document](#)
Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.1.2 *Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years*

Response: 59.12

2.1.2.1 **Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)**

2021-22	2020-21	2019-20	2018-19	2017-18
73	37	80	105	136

2.1.2.2 **Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
185	136	136	136	136

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	[View Document](#)
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

2.2 Student Teacher Ratio

2.2.1 Student – Full time Teacher Ratio
(Data for the latest completed academic year)

Response: 14.56

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

In addition to traditional teaching-learning methods like lectures and practical, the institute implement student centric methods such as experiential learning, participative learning and problem solving methodologies for enhancing the students' learning experience. These methodologies include special lectures, seminars, illustrations, group discussions and experimental methods.

Experiential Learning: in Arts faculty the practical classes are conducted for home-Economics subject. In Science faculty the practical is conducted for Botany, Zoology, Chemistry, Physics, Electronics, Computer Science subjects.

Participative Learning: Teachers motivate students in classrooms to participate in teaching learning process in an active way. Students are encouraged to ask questions in classroom so as to increase their confidence and learning levels. Through NSS unit of the college the students participate in various activities like tree plantation, Aids awareness camp, etc. The students also participate and represent the college in various competitions like Debate, Essay competition organized by other colleges. The institution publishes a yearly magazine 'Shivavaani' in which the students are given a platform to explore their written skills and express thier thoughts.

Use of ICT tools: The institute encourage faculty members to use ICT facilities that are available. The Power-Point presentations (PPT) are given by teachers, wherever and whenever necessary, to make teaching–learning process more effective and efficient. For this purpose the institute has three classrooms with the power point presentation facility, having installed the projectors.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.4 Teacher Profile and Quality

2.4.1 Percentage of full-time teachers against sanctioned posts during the last five years

Response: 86.67

2.4.1.1 **Number of sanctioned posts year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
12	12	12	12	12

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	[View Document](#)

2.4.2 *Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)*

Response: 55.77

2.4.2.1 **Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	5	5	6	7

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	[View Document](#)
Institution data in the prescribed format	[View Document](#)
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awareded by UGC recognized universities	[View Document](#)

2.5 Evaluation Process and Reforms

2.5.1 Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

Internal and External assessment of the students is done strictly in accordance with the rules and regulations prescribed in credit and grade system direction given by the SGB Amravati University to which the college is affiliated. Accordingly Theory, Internal, External, Practical, Home Assignment and incentive marks are given to students on the basis of their performance. The unit tests, common tests of all subjects are conducted as per the time table decided for the conduct of examination at college level in the beginning of the academic session. The details of Internal/External examinations and also of the practical examination and internal assessment are given to the students well in advance at the beginning of the session. They are also informed about the marks required to clear the subjects.

The practical examinations of the concerned subjects are conducted as per the time table for practical examination provided by the university and also the practical books are kept as a record in the department. Students are also awarded incentive marks in NSS, Cultural activities and Games & Sports as per the directions given by university from time to time. Topics for home assignments are given to students well in advance and at the time of conducting Viva-voce examination the assignments are collected for the record purpose.

The assessment of answer books for theory papers is done at Central Valuation Centre of Amravati University, for which as per the university direction the teachers of various subjects are deployed to work with the CAP (Central Assessment Programme) of the university to evaluate answer books. In all, the

teachers participate in internal and external examination process proactively.

The marks awarded are displayed for the information of the students and if they raise any objection, it is solved on priority basis. Also if students face any problem in their mark sheets awarded by the university or if their result is withheld by the university, the college helps the students to resolve the issue keeping in mind the students' future.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6 Student Performance and Learning Outcomes

2.6.1 *Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website*

Response:

The institution strives to impart outcome based education to learners to inculcate problem solving abilities, experiential learning and participative learning. The institution, therefore, realizes the importance of learning outcome (PO, PSO and CO). Being affiliated to Sant Gadge Baba Amravati University, Amravati, the institution follows university syllabi for teaching, learning and evaluation mechanism. The institution has framed the learning outcomes for the programs and courses offered by it at Under Graduate level, in tune with the syllabi prescribed for the same by the Sant Gadge Baba Amravati University, Amravati, for the overall development of the students. Learning outcomes are framed and finalized by the subject teachers of each teaching department by considering the syllabi of the courses.
The Program, Program Specific and Course Outcomes (PO, PSO and CO) are displayed on the college website https://www.artscollegejarud.org and the notice boards in college. The Program, Program Specific and Course Outcomes (PO, PSO and CO) are shared with the students by Principal, IQAC coordinator, faculty members during a program which is conducted every year for entry year students. The subject teacher share Program, Program Specific and Course Outcomes (PO, PSO and CO) in the classrooms during teaching learning and evaluation. The Program, Program Specific and Course Outcomes (PO, PSO and CO) are also available in the departments and library.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.2 *Attainment of POs and COs are evaluated.* **Explain with evidence in a maximum of 500 words**

Response:

The Institution offers Under Graduate programmes in the Faculties of Humanities and Science. The courses under these programmes follow the syllabi prescribed by Sant Gadge Baba Amravati University, Amravati. The students acquire knowledge and skills in the duration of their chosen program that brings out the best from them to develop a better future for themselves and for contribution to the betterment of society and the country. The performance of students is monitored and evaluated for measuring the attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes through internal, external evaluation, placement and progression to higher studies, skill development and start-ups.

Assessment tools: Sant Gadge Baba Amravati University guidelines have given a weightage of 20% for internal assessment and 80% for external assessment in the form of internal and external examinations. Internal evaluation takes into account assignments submission, seminar presentations, unit tests, tutorials etc. The faculty members review students regularly on these criteria and provide opportunity for students to improve their performance. Students' participation in competitions and other events support the attainment of the stated outcomes. The internal and external assessment systems are off course a way of evaluation. Furthermore, students are observed for their involvement in participatory learning, eagerness to take initiative in activities, improved learning capabilities, development of confidence and personality building etc. Observation and conversation accurately reflect what is achieved from the curriculum. Through external examination, academic performance is assessed. University results are thoroughly reviewed and analysed and discussed in Staff Council Meetings as well as in College Development Committee. Through students feedback mechanism the programme and Course outcome are evaluated. Number of Students' progression to higher studies reflected the Programme and Course outcome.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

2.6.3 Pass percentage of Students during last five years (excluding backlog students)

Response: 30.07

2.6.3.1 **Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
6	52	11	01	16

2.6.3.2 **Number of final year students who appeared for the university examination year-wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
28	54	22	70	112

File Description	Document
Institutional data in the prescribed format	<u>View Document</u>
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	<u>View Document</u>
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	<u>View Document</u>

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response: 3.78

File Description	Document
Upload database of all students on roll as per data template	<u>View Document</u>

Criterion 3 - 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 last five years (INR in Lakhs)*

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

3.2 Innovation Ecosystem

3.2.1 Institution has created an ecosystem for innovations, Indian Knowledge System (IKS),including awareness   about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

Our institution belongs to rural area and have limited resources avialble. At the same time the students from our college are from very poor socio-economic background and most of them are from tribal commuinities that proves hurdle for them in acquiring other things apart from regular studies. Still the college administration is of the opinion of establishing an IPR cell in near future.

File Description	Document
Upload Additional information	[View Document](#)

3.2.2 *Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years*

Response: 3

3.2.2.1 **Total number of workshops/seminars/conferences including programs conducted on**

Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
00	1	1	1	00

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1 Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 2.71

3.3.1.1 **Number of research papers in the Journals notified on UGC CARE list year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
10	03	08	07	10

File Description	Document
Link to the uploaded papers, the first page/full paper(with author and affiliation details)on the institutional website	View Document
Link to re-directing to journal source-cite website in case of digital journals	View Document
Links to the papers published in journals listed in UGC CARE list or	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.3.2 Number of books and chapters in edited volumes/books published and papers published in

national/ international conference proceedings per teacher during last five years

Response: 0.57

3.3.2.1 **Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	02	02	03	00

File Description	Document
List of chapter/book along with the links redirecting to the source website	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

3.4 Extension Activities

3.4.1 Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The college, with the active involvement of NSS unit and the teachers, organized various extension activities. These activities help student inculcate the awareness and responsibilities among the students regarding the common social issues like International Yoga Day, Tree Plantation and Voters Awareness Camp. Corona Vaccination Camp, etc. Students are encouraged to develop a social mind set for the betterment of society and to let them understand the importance of being part of society and their responsibilities towards it. The students and the citizens of Jarud benefitted from these activities.

File Description	Document
Upload Additional information	[View Document](#)

3.4.2 Awards and recognitions received for extension activities from government / government recognised bodies

Response:

Nil

File Description	Document
Upload Additional information	[View Document](#)

3.4.3 *Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.*

Response: 18

3.4.3.1 **Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
04	02	04	04	04

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	[View Document](#)

3.5 Collaboration

3.5.1 *Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship, on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.*

Response: 02

File Description	Document
Summary of the functional MoUs/linkage/collaboration indicating start date, end date, nature of collaboration etc.	[View Document](#)
List of year wise activities and exchange should be provided	[View Document](#)
List and Copies of documents indicating the functional MoUs/linkage/collaborations activity-wise and year-wise	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1 The Institution has adequate infrastructure and other facilities for,

- **teaching – learning, viz., classrooms, laboratories, computing equipment etc**
- **ICT – enabled facilities such as smart class, LMS etc.**

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

Infrastructural and Learning resources of the institution are developing fast and maintained regularly. Physical facilities, like buildings, play grounds, canteen etc, help to run all the programmes smoothly. Master plan of institution exhibits optimum utilization of infrastructure. The college has a land area of 1.39 hectare and total built up area is 340.99 sq.mt, with G+2 floor and adequate parking facility.

Teaching-Learning:

The college has 4 classrooms to cater the need for student-teacher interaction and engaging lectures of all subjects. In addition to this there is one auditorium hall, with the capacity of 100 persons, which is used to conduct various academic and administrative activities like programmes, guest lectures, convocation ceremony, etc.

ICT enabled facility:

Out of the 4 classrooms mentioned, 3 are equipped with projectors that help teachers to deliver lectures through Power Point Presentations (PPT). The teachers make use of this facility whenever required and students too feel benefitted from this audio-visual medium of teaching learning process. The college also has 20 computers for the use of teachers and students, along with the Wi-Fi facility.

Laboratories:

The Home Economics subject has well-equipped laboatory for the use of the students.

The college has started the Science faculty only this academic year of 2021-22. In its future plan, the institution has decided to construct laboratories and classrooms, having required facilities, in the next academic year of 2022-23.

Games and Sports:

The institution has purchased adjacent land for the development purpose. On this land the college grounds for games like Vollley-Ball, Kho-Kho, Kabaddi,Cricket and Football can be used by sports persons.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

4.1.2 *Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years*

Response: 0

4.1.2.1 **Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

4.2 Library as a Learning Resource

4.2.1 *Library is automated with digital facilities using Integrated Library Management System (ILMS), adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students*

Response:

The library is well stacked with books, journals. The library has the subscription of the library automation software 'SARAL'. At the same time the college has acquired the subscription of NList consortia database. So the college has subscription to e-journals and e-books. With the initiative of the librarian, the college library has started a blog, through which the news are published in form of soft copies on institutional website.

File Description	Document
Upload Additional information	[View Document](#)

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection *Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words*

Response:

The Institution frequently updates its IT facilities including Wi-Fi. There are 20 computers available in the institution. The configuration of the computers is upgraded as per the advancement in the technology, starting with Intel Pentium Dual core, RAM – 1GB, HDD- 255GB, Monitor- 19.5" and continued with recent Intel Pentium 3.1 Ghz. II, RAM-8 GB, HDD- 1 TB, Moniter-19.0", Dell Keyboard and Mouse. In office and Library separate computer systems are installed. Computers in office and IQAC office have LAN facility.

At the beginning, Internet facility was provided with wired connection to Administrative office. Then it is updated with Broad Band through LAN having 40 Mbps speed.

Wi-Fi facility is available with 1 GB free access for each student in College Campus. Antivirus named Quick Heal Pro, Quick Heal Total Security, Net Protector Pro are installed in all Computers and updated regularly. For continues power backup, Institute has inverters, UPS and Diesel generator and solar system. Advanced Licensed Software are available in college: Microsoft OS – Windows XP,7, 8,10, Windows Server 2010, Microsoft Office 2007-2019, Visual Studio 2008, SQL Server, programming language Compiler: C- Language, C++, Java, Acrobat Master Pack, Shri Lipi, Devratna 7.0, ISM, Tally ERP9, Dreamweaver, Corel Draw 14, Page Maker 7, Photoshop CS, SARAL (for library), Campus ERP (College Administration and Account). N-LIST Consortia are available for e-resources in library and information centre. LCD Projectors, Laptop, Photocopy Machine, and Scanners are maintained as per increasing needs of departments. College website is regularly updated. Shri Shivaji Education Society, Amravati got the Subscription of LMS (Big Blue Button) in the time of pandemic for online lectures, Youtube live streaming and WhatsApp platforms are also used for the same.

College have **Static IP Address: 103.73.213.37**

College campus is under CCTV surveillance.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)	

4.3.2 Student – Computer ratio (Data for the latest completed academic year)

Response: 6.55

4.3.2.1 **Number of computers available for students usage during the latest completed academic year:**

Response: 20

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	[View Document](#)
Extracts stock register/ highlighting the computers issued to respective departments for student's usage.	[View Document](#)

4.4 Maintenance of Campus Infrastructure

4.4.1 *Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)*

Response: 67.78

4.4.1.1 **Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year wise during the last five years (INR in lakhs)**

2021-22	2020-21	2019-20	2018-19	2017-18
2.90	2.18	5.19	11.7	11.5

File Description	Document
Institutional data in the prescribed format	[View Document](#)
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 *Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years*

Response: 50.33

5.1.1.1 **Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
34	51	89	195	313

File Description	Document
Year-wise list of beneficiary students in each scheme duly signed by the competent authority.	[View Document](#)
Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).	[View Document](#)
Upload policy document of the HEI for award of scholarship and freeships.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.2 *Following capacity development and skills enhancement activities are organised for improving students' capability*

> 1. *Soft skills*
> 2. *Language and communication skills*
> 3. *Life skills (Yoga, physical fitness, health and hygiene)*
> 4. *ICT/computing skills*

Response: D. 1 of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	[View Document](#)
Report with photographs on ICT/computing skills enhancement programs	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.3 Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 0

5.1.3.1 **Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.1.4 *The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases*

1. **Implementation of guidelines of statutory/regulatory bodies**
2. **Organisation wide awareness and undertakings on policies with zero tolerance**
3. **Mechanisms for submission of online/offline students' grievances**
4. **Timely redressal of the grievances through appropriate committees**

Response: E. None of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	[View Document](#)

5.2 Student Progression

5.2.1 Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 14.94

5.2.1.1 **Number of outgoing students placed and / or progressed to higher education year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
06	02	03	01	01

5.2.1.2 **Number of outgoing students year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
06	53	11	01	16

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	[View Document](#)
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.2.2 *Percentage of students qualifying in state/national/ international level examinations during the last five years*

Response: 0

5.2.2.1 **Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
List of students qualified year wise under each category and links to Qualifying Certificates of the students taking the examination	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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 last five years

Response: 2

5.3.1.1 *Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years*

2021-22	2020-21	2019-20	2018-19	2017-18
00	01	01	00	00

File Description	Document
Upload supporting document	[View Document](#)
list and links to e-copies of award letters and certificates	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

5.3.2 Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 2

5.3.2.1 **Number of sports and cultural programs in which students of the Institution participated year wise during last five years**

07-08-2023 09:37:51

2021-22	2020-21	2019-20	2018-19	2017-18
04	03	01	01	01

File Description	Document
Upload supporting document	[View Document](#)
Institutional data in the prescribed format	[View Document](#)

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

Response:

The college has registered its Alumni association in 2022 and is recognized by the Charity Commissioner of the Maharashtra state.

There was no Alumni Association in college till now. The main reason for the same is bulk of the students from lower economic and social strata take admission in the college, who doesn't have economic stability. The students belong to SC, ST, VJ/NT communities, out of them nearly 90 percent of students are from ST community. The students themselves, both boys and girls, work as labourers that make their life hard. But still it is appreciiable that they want to go through higher education.

File Description	Document
Upload Additional information	[View Document](#)

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1 *The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.*

Response:

The institutional governance and leadership are always in accordance with the vision and mission of the institution. It plays a vital role in institutional development and in decentralization, and participative management. The vision and mission of the institution are displayed and published for the stakeholders' knowledge. The mission and vision of the college helps its stakeholders, including teachers and non-teaching staff to work in accordance and to try and achieve the set targets.

Vision: "To strive hard for the betterment of students through quality education and to transform them into good human beings".

Mission:

- **Academic improvement of students**
- **To create a sense of social responsibility among students by way of education**
- **To ensure and inculcate discipline in terms of sincerity and hard work among students**
- **To make students responsible and respectable citizens of India**
- **To develop hidden qualities of students through extension and extra-curricular activities**
- **to provide platform to the students for further higher education**

Leadership plays a key role in setting values, work culture and participative and democratic decision making process. Through leadership, the decentralization of work is done for effective management purpose. All decisions are taken with the consent of the parent management body, who are supportive at every decision making process. The president, the executive members of the management body, members of College development committee (CDC), the Principal, the IQAC head and the teaching and non-teaching staff help establish cordial and cooperative relationship among all stakeholders.

The academic and administrative units are governed by the Principal under the guidance and leadership of the management. The principal, with the approval of the management, form various committees, as a part of decentralization of work. The implementation and execution of all works is closely taken care of. The students are also given representation in committees as a part of participative management. The college development committee (CDC), the Principal, and the IQAC guide the committees from time to time. The action plan is chalked out for the effectiveness of works to be carried out as a part of academic calendar set by SGB Amravati University and keeping in tune with the guidelines given by NAAC.

The college has following management hierarchy:

1.   President

2. Executive Council

3. College Development committee

4. Principal

5.1 IQAC (Academic section)

- Principal
- IQAC Co-ordinator
- HoD's of departments
- Librarian
- Director of Physical Education
- Associate Professor
- Assistant Professor
- Attendant

5.2 Extension Activities Committees

5.3 Support Staff (Administrative section)

- Head Clerk
- Senior Clerk
- Junior Clerk
- Library staff
- Class IV staff

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1 *The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc*

Response:

Arts and Commerce College, Jarud has been developed a lot during last few years, barring the corona pandemic period. It is mainly due to the grants received from management/parent education society. For the academic session 2021-22, Shri Shivaji Education Society, Amravati, the parent body of the college, has supported the college with the fund of Rs. 5 Lakh for its development purpose. As the college has started Science faculty in academic session 2021-22, the management body has also sanctioned amount of Rs. One Crore to construct a new building in campus with all facilities required to run science stream. The liberal policy and encouragement of the governing parent society also aid in the overall development of

college. The perspective plan for the development has been chalked out after interaction with the IQAC and considering the suggestions of NAAC peer team visit during 2nd cycle. The policies at college level are implemented effectively for academic, co-curricular and infrastructural development of the college.

The institutional bodies work in accordance with the rules and regulations framed by the UGC, the statutory bodies of the SGB Amravati university and the GR's released by the state government from time to time. The administrative setup of the college follows the set rules. The implementation of the policies, too, is done as per the set format. The appointments of teaching and non-teaching staff are done strictly as per the UGC norms. The academic calendar of the university is implemented to the core in teaching and examination related works. All the appointments are done by following a fixed procedure of acquiring authentic permission from the state government and the university to which the college is affiliated, followed by advertisement in the prominent newspapers in the area. The appointments, later, are done by a committee comprising representatives of the state government, the university and subject experts. Every staff member, teaching and non-teaching, are bound to follow the service rules and set procedures in their services as per the college code and notifications. They discharge their duties accordingly with dedication and involvement in every assigned task.

File Description	Document
Upload Additional information	[View Document](#)
Institutional perspective Plan and deployment documents on the website	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.2.2 *Institution implements e-governance in its operations*

1. **Administration**
2. **Finance and Accounts**
3. **Student Admission and Support**
4. **Examination**

Response: C. 2 of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	[View Document](#)
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

6.3 Faculty Empowerment Strategies

6.3.1 The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

The institute follows a set form of performance appraisal system, through which the performance of all teachers is assessed. At the same time the parent management body of the college too, every year, collects the confidential report of teaching and non-teaching staff to keep an eye on the performance of all staff members.

Every year, the details are collected through the appraisal forms of teaching staff. It helps the institute to analyse the performance of the teachers in curricular, co-curricular and extra-curricular activities. The screening committee goes through the Self-Appraisal forms and detailed report is submitted to the higher authority.

The institute provides timely help to the teaching and non-teaching staff in their need. The parent body Shri Shivaji Education Society, Amravati, too, always give preference to the employees of its colleges in providing financial help. Most of the employees of the college are life members of the Dr. Panjabrao Deshmukh Urban Cooperative Bank, associated with the parent society, which makes available the load facility to the employees. Emergency funds are made available for the employees, if any, by the college.

File Description	Document
Upload Additional information	[View Document](#)

6.3.2 Percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

Response: 0

6.3.2.1 **Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

File Description	Document
Policy document on providing financial support to teachers	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of letter/s indicating financial assistance to teachers and list of teachers receiving financial support year-wise under each head.	[View Document](#)
Audited statement of account highlighting the financial support to teachers to attend conferences / workshop s and towards membership fee for professional bodies	[View Document](#)

6.3.3 *Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years*

Response: 11.11

6.3.3.1 **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
01	05	02	00	00

6.3.3.2 **Number of non-teaching staff year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
4	4	4	4	4

File Description	Document
Refresher course/Faculty Orientation or other programmes as per UGC/AICTE stipulated periods, as participated by teachers year-wise.	[View Document](#)
Institutional data in the prescribed format	[View Document](#)
Copy of the certificates of the program attended by teachers.	[View Document](#)

6.4 Financial Management and Resource Mobilization

6.4.1 Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

Our college is grant-in-aid and self-finance institute. So, our financial resources are salary, non-salary, UGC, Tuition and other fees, donations from alumni, philanthropists and managements for financial support. For the optimum utilization of financial resources, the college constituted Planning, Purchase, Building construction,iInternal audit committees. The parent institute has appointed a registered Chartered Accountant for Internal financial audit. The budgetary provisions are approved by the College Development Committee (CDC). All the Departments are bound to follow the budgetary provisions for the optimum utilization of funds. All the accounts as maintained as per account norms. For purchasing, tender notice is published in the newspaper every year. The quotations for the purchase of all the items are called and scrutinized by the central store of the college. The comparative rate statements are placed before the purchase committee. After going through the rates, quality of the items and negotiation, the purchase committee takes decision to place the orders for purchasing. The building construction committee also follows the same process. It looks after the quality of material and constructions. The fees are collected from the students as per University directions and utilized under the proper heads. All the works carried out in a financial year is audited promptly and the annual audit report then is submitted to college developement committee (CDC) to get it approved.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

Internal Quality Assurance Cell (IQAC) has significantly contributed for institutionalizing the quality assurance strategies and processes by implementing quality scheme and practices. Under the guidance of IQAC the faculties have published 10 research papers and 1 book chapter published by reputed publication houses of National and International standards. During this period of five years webinars were also conducted on IPR and other topics.

IQAC has taken initiative to improve the ICT facilities in the college for teaching and learning purpose during last five years. It is discussed in IQAC meetings and resolved to strengthen the ICT facility for effective teaching learning process. Currently, the college has 03 classrooms and 01 auditorium with ICT facilities. For online teaching, faculties have used Blubutton platform, and youtube. Administrative and examination section are also supported with ICT facilities and necessary software.

IQAC conducts regular meetings of the staff having the purpose of smooth operation of all academic works. The proper implementation of the academic calendar, the various curricular and co-curricular programmes are taken care of by the IQAC. These activities that are carried out throughout the year are chalked out carefully for the upliftment of the students. IQAC also take care of the various academic and infrastructural facilities and suggest improvements, if any. Short term and long term plans are also chalked out and the execution of it is done through proper management of the available funds.

IQAC conducts meetings of the committee members to discuss and review the teaching-learning process. The faculties discuss various issues related to the methods and steps to be taken for the improvement and benefit of the students. The points of learning outcomes also are discussed from time to time. The online lectures conducted during pandemic have played a key role in keeping in touch with the students to let them go trough syllabus of the subjects they have opted for. The WhatsApp subject groups help the teachers provide the students latest information related to curriculum.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

6.5.2 Quality assurance initiatives of the institution include:

1. **Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
2. **Academic and Administrative Audit (AAA) and follow-up action taken**
3. **Collaborative quality initiatives with other institution(s)**
4. **Participation in NIRF and other recognized rankings**
5. **Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: C. Any 2 of the above

File Description	Document
Quality audit reports/certificate as applicable and valid for the assessment period.	[View Document](#)
NIRF report, AAA report and details on follow up actions	[View Document](#)
List of Collaborative quality initiatives with other institution(s) along with brochures and geo-tagged photos with caption and date.	[View Document](#)
Link to Minute of IQAC meetings, hosted on HEI website	[View Document](#)

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1 Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years. *Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words*

Response:

Gender sensitization presides over gender sensitivity and the modification of behaviour by raising awareness of gender equality concerns. It is achieved by conducting various sensitization campaigns, trainings, workshops, programs etc. College provided equal opportunities to women everywhere along with sports. We are proud to have one girl student from B.A. Part II, Miss. Kashayp L. Sane bagging prize at University level in Taekwondo. Some of the measures initiated by the institution for the promotion of gender equity are as follows:

After admission process, gender audit is carried out in every academic year. There is nearly an equal proportion of male and female students. In the year 2022-23, out of 131 students 29 are girl students.

The college N.S.S. unit has intake capacity of 50 girl students. The girls as NSS volunteers participate in various extra-curricular activities that boost their confidence level. Sessions of debate, discussions, seminars & conferences are conducted for gender sensitization.

Safety and Security:
Safe and secured environment is provided to all. Identity cards are provided to each staff and student which help to keep watch at entry level of premises. The internal complaint committee, vigilance and discipline committee, redressal committee called 'Vishakha' committee, and Anti-ragging committee are formed. We are proud to say that till now there are no complaints related to harassments. The college campus is well equipped with CCTV surveillance. Our college campus is totally secured with fencing. In next academic year of 2023-24, the institution has the plan to construct a compound wall to secure the whole campus.

Counselling:
Admission Committee members, Guardian teachers, Vishakha Committee and Home Economics are always on toes for guidance and counselling of the students. Health awareness activities are undertaken and counselling is given by the Health Centre regularly.

Common Room facility:
The separate and spacious girls' common room is available. Facilities like lights, fans, washrooms, chairs, table, sanitary napkin vending machine, charging sockets, mirrors are available.

Some of the programmes carried out are:

- AIDS awareness programs.
- Yoga demonstration.
- Celebration of International Women's Day.

The institute also took initiative to vaccinate maximum students and staff against COVID-19.

7.1.2 The Institution has facilities and initiatives for

1. **Alternate sources of energy and energy conservation measures**
2. **Management of the various types of degradable and nondegradable waste**
3. **Water conservation**
4. **Green campus initiatives**
5. **Disabled-friendly, barrier free environment**

Response: A. 4 or All of the above

File Description	Document
Policy document on the green campus/plastic free campus.	[View Document](#)
Geo-tagged photographs/videos of the facilities.	[View Document](#)
Circulars and report of activities for the implementation of the initiatives document	[View Document](#)
Bills for the purchase of equipment's for the facilities created under this metric	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.3 Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

1. **Green audit / Environment audit**
2. **Energy audit**
3. **Clean and green campus initiatives**
4. **Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	[View Document](#)
Policy document on environment and energy usage Certificate from the auditing agency	[View Document](#)
Green audit/environmental audit report from recognized bodies	[View Document](#)
Certificates of the awards received from recognized agency (if any).	[View Document](#)
Provide Links for any other relevant document to support the claim (if any)	[View Document](#)

7.1.4 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

The 'inclusiveness' is one of the distinctive areas in which college gives to it top priority. The inclusiveness, in terms of equal access to admission in college from cross section of society, especially from poor and downtrodden masses, is taken care of. Our college always promote an
attitude of tolerance and inclusiveness. The students belonging to different religious, racial and cultural identities study together harmoniously. Most of the curriculums are designed in such a way which envisages all the aspects helping to improve every facet of life. It covers all concept of community and community development, communication approaches to deal with the population of different sector, study of the historical significance which has
had an influence on cultures and civilizations, assessing the similarities and dissimilarities in different regions.

Celebration of various days and events promote the spirit of national integration. The very prime age in which students should understand the meaning of secularism starts as an adult in the college days. Hence maintaining communal harmony by loving their classmates, irrespective of their caste, colour, creed and religion, is rooted in them along with studies. Every student is equally treated and an environment of toleration and belief is also maintained. Extension activities help the students to develop an inclusive environment and feel supported where they are extended a sense of
belonging regardless of identity.

Socio Economic:

The college imparts education to the poor, downtrodden masses and to the last man of the society. We have students from diversified background. Mainly students from remote rural areas who are socio-economically too poor who prefer our college, as they know that the college caters to their needs, support and encourages to become responsible citizens. The needs of poor students are fulfilled by college by providing timely economic help through its "Student Welfare Fund" scheme run by teaching staff, as most of the boys and girls are often not in a position to pay the admission or examination fees. The educational materials such as books, uniform and other educational equipment are also provided to needy students by our college staff.

Linguistic:

The mediums of instruction are Marathi and English. The classrooms are responsive and the diversity of language is dealt with, though it is not a major issue, as almost all the students are from the same state.

File Description	Document
Upload Additional information	[View Document](#)
Provide Link for Additional information	[View Document](#)

7.2 Best Practices

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

Response:

The college believes in keeping in tune with the nature and society, of which it is an inseparable part.

1. Student Welfare Fund:

The students are the mainstay of the institution, so to help them in every aspect possible is the moral responsibility of the members of the institution. The students who take admission in our college are from very poor background, mostly from labourer class. So, naturally, they are short of money most of the times, when it comes to matters of seeking admission or filling up the examination form. The college teaching staff have set up a "Student Welfare Fund" scheme in which every teaching faculty contributes amount of Rs. 200/- per month, and the amount collected is deposited in a separate account. The amount is used to help needy students from time to time, mostly at the time of seeking admission and also at the time of submitting the university examination form, and in any other matter of importance to them.

2. Green Campus:

The college also believes in contributing to the society by virtue of keeping its campus green. The teaching and non-teaching staff, with the constant help of parent society, work tirelessly in this regard. Currently the college campus is full of green trees which adds beauty to the overall atmosphere and also that contributes well in keeping environmental values intact. The college staff takes due care of preserving this natural wealth in form of trees.

File Description	Document	
Best practices as hosted on the Institutional website	[View Document](#)	

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

The college believes in overall development of students. The students from our college are from very poor background. For the help of these students, whenever required, the staff provide financial help. For this purpose the "Student Welfare Fund" scheme is implemented at the institutional level, The scheme is run exclusively by the teaching staff of the college and every teaching faculty deposits Rs. 200/- in it every month. From this pool of fund needy students are given timely help. Most of the times the students don't have money to deposit as examination fees or as admission fees.

The institute prioritizes the development of students and surrounding community. The college aims and objectives focus upon the overall development of the community on larger scale. The students of the college orients the people living in Jarud and its surrounding places, especially the slum-area dwellers, on various issues of importance like Aids-awareness, population control, tree plantation, water conservation, poverty eradication and education etc.

File Description	Document
Appropriate web in the Institutional website	**View Document**

5. CONCLUSION

Additional Information :

The institute is striving hard to attain the mission by imparting quality education and knowledge to the students from cross section of society. We are proud to have students, though limited, from extremely lower and socio-economically section of the society. And highlighting factor is that more that 80% of the students are from reserved categories. Starting with B.A. the UG course now the college has B.Sc., on permanent non-grant basis started in 2021-22, the last academic year of the assessment period. The institute has made a good reputation in the society. The college has good rapport with the society. We believe in helping students in any possible form. It's clear from the fact that the college boasts of one of the best practices of "Student Welfare Scheme" run by our teachers.

The institute has always been a step forward in terms of ecological concerns. In this respect, as an important step taken ahead the college has a complete green campus to help curb the pollution and keep the environmental balance intact. We also use the available infrastructure in a better way.

Concluding Remarks :

Our College is affiliated to Sant Gadge Baba Amravati University, Amravati. The college offers Under Graduate programmes in the faculty of Humanities and Science. Participative learning methods are adopted by keeping in mind the slow and fast learners. Cross Cutting issues, relevant to professional ethics, gender, human values, environment & sustainability are integrated and mainstreamed at various stages of development.
Continuous efforts for upgrading facilities and infrastructure are taken by the institution. Library, internet, computers & ICT tools are provided to facilitate teaching-learning process. It has helped the teachers and students during the COVID-19 pandemic for effective curriculum delivery. Continuous internal assessment and evaluation has resulted in outcome based education. An environment helpful for research is created in the college by way paper publication in reputed journals, authoring of books, Ph.D. supervision, signing of MOUs etc. An accessible learning environment towards a more inclusive experience for students is given through various extension activities conducted by NSS unit in collaboration with all departments of college and community.
Construction and renovation of infrastructure is in continuation as a part of expanding the infrastructural facilities provided to students, especially to the students of B.Sc. faculty that was started in 2021-22 academic session. Physical facilities such as playgrounds, canteen, security equipment, Auditorium, Books & Journals, Computers etc. are upgraded and maintained.

We have a strong student support system and support services i.e. scholarship, financial assistance to economically weaker students, Games & Sports facilities, Gymnasium, Students Redressal Cell, Alumni Association and College Magazine. The institute follows a democratic & participatory mode of governance. Monitoring and reviewing of academic and administrative process is done through CDC, IQAC and College Council to strengthen the academic process. Participative management through decentralization of work is done for proper deployment and execution of governance sand management. The institute believes in gender equality and safe and secured environment. The college has established an integrated sustainable waste management approach to minimize waste & its hazards. Quality audits on environment & energy are undertaken to keep a green, clean and environment friendly campus. Inclusive environment is promoted irrespective to culture, caste

or creed or religions.

College identified two best practices:

1. Student Welfare Scheme

2. Green Campus.

These two best practices are implemented with the objectives of helping society and the surrounding environment. The support and involvement of staff, students, and parents of students, management & community help make these practices successful.
Our main priority is to adhere to the vision of the institute, the institute which is a part of the society established by a great visionary leader Dr. Panjabrao Deshmukh, the first Minister for Agriculture of India and a member of Constitution Drafting committee of India, and we are committed to it. Efforts are taken to mould the students to understand the requirements of the society regarding socialization, emotion & financial requirements.

In this regard, we believe in **Chanakya**'s famous **quote:**

"Education is the best friend. An Educated person is respected everywhere.

Education beats the beauty and the youth".

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification
2.1.1	**Enrolment percentage** 2.1.1.1. **Number of seats filled year wise during last five years (Only first year admissions to be considered)** Answer before DVV Verification: 	2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
79	39	88	175	242 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
79	39	88	175	220 | 2.1.1.2. **Number of sanctioned seats year wise during last five years** Answer before DVV Verification: | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
300	220	220	220	250 | Answer After DVV Verification : | 2021-22	2020-21	2019-20	2018-19	2017-18
---	---	---	---	---
300	220	220	220	220	 Remark : As per the document aligning the intake with the sanction letter of 220 seats till the assessment year 2021-22 then an increase of 80seats for Bsc-1
5.1.2	*Following capacity development and skills enhancement activities are organised for improving students' capability* *1. Soft skills* *2. Language and communication skills* *3. Life skills (Yoga, physical fitness, health and hygiene)* *4. ICT/computing skills* Answer before DVV Verification : C. 2 of the above Answer After DVV Verification: D. 1 of the above
5.1.4	*The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases* 1. **Implementation of guidelines of statutory/regulatory bodies** 2. **Organisation wide awareness and undertakings on policies with zero tolerance**

	3. **Mechanisms for submission of online/offline students' grievances** 4. **Timely redressal of the grievances through appropriate committees** Answer before DVV Verification : A. All of the above Answer After DVV Verification: E. None of the above
5.3.2	**Average number of sports and cultural programs in which students of the Institution participated during last five years (organised by the institution/other institutions)** 5.3.2.1. **Number of sports and cultural programs in which students of the Institution participated year wise during last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
03	03	01	01	01

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
04	03	01	01	01

6.2.2	*Institution implements e-governance in its operations*
	
	    1. **Administration**
	    2. **Finance and Accounts**
	    3. **Student Admission and Support**
	    4. **Examination**
	
	Answer before DVV Verification : A. All of the above
	Answer After DVV Verification: C. 2 of the above

6.3.3	*Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years* 6.3.3.1. **Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP),** *Management Development Programmes (MDPs)* **professional development /administrative training programs during the last five years** Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18

    6.3.3.2. **Number of non-teaching staff year wise during the last five years**
Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
00	00	00	00	00

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18

4	4	4	4	4

7.1.3	**Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following**
	
	  1. **Green audit / Environment audit**
	  2. **Energy audit**
	  3. **Clean and green campus initiatives**
	  4. **Beyond the campus environmental promotion activities**
	
	  Answer before DVV Verification : B. Any 3 of the above
	  Answer After DVV Verification: C. Any 2 of the above
	Remark : As per supporting documents provided by HEI

2.Extended Profile Deviations

ID	Extended Questions
1.1	**Number of teaching staff / full time teachers during the last five years (Without repeat count):** Answer before DVV Verification : 15 Answer after DVV Verification : 14
1.2	**Number of teaching staff / full time teachers year wise during the last five years** Answer before DVV Verification: {{TABLE1}} Answer After DVV Verification: {{TABLE2}}

Table (Answer before DVV Verification):

2021-22	2020-21	2019-20	2018-19	2017-18
07	08	08	10	10

Table (Answer After DVV Verification):

2021-22	2020-21	2019-20	2018-19	2017-18
9	8	12	12	11