

Shri Shivaji Education Society, Amravati's
Arts and Commerce College, Jarud
Ta. Warud, Distt.- Amravati.

Submission of Annual Quality Assurance
Report (AQAR) 2017-18

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The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A

I. Details of the Institution

1.1 Name of the Institution	Shri Shivaji Education Society's Arts and Commerce Mahavidyalaya, Jarud
1.2 Address Line 1	At. Po. Jarud
Address Line 2	Ta. Warud
City/Town	Dist. Amravati
State	Maharashtra
Pin Code	444 908
Institution e-mail address	accjarud@gmail.com
Contact Nos.	(07229) 246033
Name of the Head of the Institution:	Dr. D.V. Atkare, Principal
Tel. No. with STD Code:	(07229) 246032
Mobile:	09822368537
Name of the IQAC Co-ordinator:	Mr. S. M. Kanfode
Mobile:	09422949653

IQAC e-mail address:

IQAC.accjarud@gmil.com

1.3 NAAC Track ID

MHCOGN 12362

1.4 NAAC Executive Committee No. & Date:

EC/36/A&A/010 dated 20.05.2005

1.5 Website address:

www.artscollegejarud.org

Web-link of the AQAR:

<http://www.artscollegejarud.org/AQAR2013-14.doc>

1.6 Accreditation Details

Sl. No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	C+	60.25	2005	5 Years
2	2 nd Cycle	B	2.01	2015	5 Years
3	3 rd Cycle				
4	4 th Cycle				

1.7 Date of Establishment of IQAC :

10.08.2005

1.8 AQAR for the year

2017-18

1.9 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC

- ✓ AQAR _____ 20.06.2013
- ✓ AQAR _____ 19.12.2014
- ✓ AQAR _____ 05.04.2016
- ✓ AQAR _____ 03.10.2018
- ✓ AQAR _____ 03.10.2018

1.10 Institutional Status

University

State Central Deemed Private

Affiliated College

Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status Grant-in-aid UGC 2(f) UGC 12B

Grant-in-aid + Self Financing Totally Self-financing

1.11 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phys Edu)

TEI (Edu) Engineering Health Science Management

Others (Specify)

1.12 Name of the Affiliating University (*for the Colleges*)

Sant Gadge Baba Amravati
University, Amravati

1.13 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/ICMR etc

Autonomy by State/Central Govt. / University

University with Potential for Excellence

UGC-CPE

DST Star Scheme

UGC-CE

UGC-Special Assistance Programme x DST-FIST x

UGC-Innovative PG programmes x Any other (*Specify*) Special status given by the state govt. As a college located in Tribal area.

UGC-COP Programmes x

2. IQAC Composition and Activities

2.1 No. of Teachers + Chairperson

2.2 No. of Administrative/Technical staff

2.3 No. of students

2.4 No. of Management representatives

2.5 No. of Alumni

2.6 No. of any other stakeholder and community representatives

2.7 No. of Employers/ Industrialists

2.8 No. of other External Experts

2.9 Total No. of members

2.10 No. of IQAC meetings held 03

2.11 No. of meetings with various stakeholders: No. Faculty

Non-Teaching Staff Students Alumni Others

2.12 Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related)

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

(ii) Themes

2.14 Significant Activities and contributions made by IQAC

Just after completion of cycle 1, we have set up IQAC in our college in 2005. Since then this cell is in action actively. Being the committee of prime importance, the committee consists of the members of management council along with others. Hence, the matters of urgency are given special attention to ensure consistent development of the institution.

* Significant Activities and contributions made by IQAC :

- 1) The staff is encouraged to participate in various conferences, seminars workshops at regional, state, national and international level.
- 2) The staff is made aware to avail various facilities which are available through UGC schemes.
- 3) The teaching staff is encouraged to do the research in their respective subjects.
- 4) The programmes of National interest like blood donation camp. AIDS awareness programmes voter registration and awareness campaign, cleanliness drive and the like are arranged regularly.
- 5) Encouraged participation of NGO's in college activities.

The participation of NGO's and other voluntary organizations is sought in college activities.

- 6) To make preparations for the third cycle of NAAC.

All the stakeholders, including staff, are made aware about the third cycle of NAAC.

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
<p>1) To prepare for the Third cycle of NAAC.</p> <p>2) To prepare and send proposals to the concerned authorities.</p> <p>3) To inspire teachers to complete course within allowed time along with curricular activities.</p> <p>4) To arrange programmes of national and social interest for public awareness.</p> <p>5) To involve local communities in college activities.</p>	<p>1) According to the seven criteria prescribed by NAAC, the preparation of the same is going on.</p> <p>2) Proposals regarding additional infrastructure, introduction of new faculty etc. are submitted.</p> <p>3) The courses of all subjects are completed within allotted time along with curricular activities like classroom seminars, group discussions, power point presentations, unit tests etc.</p> <p>4) A number of programmes of national and social interest are organised to make people aware and to ensure their active participation. Some of them are voter registration and awareness programme, pulse polio vaccination programme, blood donation camps, organising rallies to spread awareness regarding health and hygiene, cleanliness, atrocities against women, female foeticide etc.</p> <p>5) Renowned persons from the village are invited during educational and cultural programmes. The college unit of NSS plays vital role to act as a bridge between the institution and the society. With the help of locals the volunteers of NSS constructed 'shet-tale'.</p>

2.15 Whether the AQAR was placed in statutory body Yes No

Management Syndicate LMC

Provide the details of the action taken

The AQAR is placed before the LMC (Local Management Committee). The members of the committee studied it thoroughly and provided some suggestions. The members suggested to boost research activities and the activities of public interest. They also suggested to increase the participations of local community, NGO's and former students.

Part – B

Criterion – I

I. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD				
PG				
UG	01	-	-	-
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	01	-	-	-

Interdisciplinary				
Innovative				

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / Open options

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	01 (B.A.I)
Trimester	-
Annual	(B.A.II, B.A.III)

1.3 Feedback from stakeholders* Alumni Parents Employers Students

(On all aspects)

Mode of feedback : Online Manual Co-operating schools (for PEI)

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

There is no revision or update of regulation or syllabi.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

No.

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty

Total	Asst. Professors	Associate Professors	Professors	Others
10	05	04	-	01

2.2 No. of permanent faculty with Ph.D.

05

2.3 No. of Faculty Positions Recruited (R) and Vacant (V) during the year

Asst. Professors		Associate Professors		Professors		Others		Total	
R	V	R	V	R	V	R	V	R	V
-	01	-	-	-	-	-	-	-	01

2.4 No. of Guest and Visiting faculty and Temporary faculty

-

-

03

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended		04	-
Presented papers		04	-
Resource Persons		-	

2.6 Innovative processes adopted by the institution in Teaching and Learning:

Students are exposed to facilities like computer, internet and LCD projectors in the teaching learning process. This has made students to keep pace with modern technologies and make them competent. LCD projectors have been installed in classrooms and are used by the faculties as per requirement.

2.7 Total No. of actual teaching days

180

During this academic year

2.8 Examination/ Evaluation Reforms initiated by the Institution

Our college is affiliated to Sant Gadge Baba Amravati University, Amravati, so college has a binding to follow guidelines issued by the University.

The major evaluation reforms introduced by the university and related to us are-

- 1) Viva-voce examination is in practice for the students of B.A. II and B.A. III to enhance communication skill.
- 2) From this academic session semester pattern for the students of B.A. I is introduced to ensure fair and precise evaluation of students.
- 3) Centralized spot valuation of examination answer scripts in examination centre at SGBAU Amravati.

4) University provides photocopies of the answer scripts of theory paper to the students and the scope for revaluation.

5) In addition to the aforesaid amendment, internal assessment of 20 marks is introduced in all subjects.

The college ensures implementation of these reforms by communicating these reforms through prospectus of the college, notices and in the staff meetings.

2.9 No. of faculty members involved in curriculum restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

Nil		
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2.10 Average percentage of attendance of students

80 %

2.11 Course/Programme wise distribution of pass percentage :

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. I (semester I)	230	0.86	5.65	7.39	0.86	14.78

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. I (semester II)	132	-	21.21	40.15	-	61.36

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. II (annual)	135	-	-	3.70	-	3.70

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B. A. III (annual)	112	-	6.25	7.14	0.89	14.29

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes :

(A) IQAC collects information from each and every department regularly. On the basis of information collected IQAC communicate it to staff for implementation. IQAC also conducts meeting with student council and teaching staff to know their difficulties and guide them to solve the problems.

(B) The IQAC asks and encourages the faculty members to participate in various conferences, seminars, workshops at regional, state, national and international level to keep them in touch with modern developments.

(C) The facilities which are available from various UGC schemes and from other funding agencies are made known to all faculty members and the co-ordinator also helps interested members in going through the process.

(D) By having regular meetings with students, teachers and non-teaching staff, IQAC comes to know about their difficulties. The same is discussed with the principal and the solutions are suggested to them. That will lead to the improvement of the overall quality of teaching learning process.

(E) Overall IQAC ensures that –

- * The maximum number of teaching hours and days in an academic year are to be utilized properly.
- * Systematic and scientific methods of teaching with appropriate technologies are to be used.
- * College library is properly maintained with optimum utilization.
- * The teaching staff is encouraged to do the research in their respective subjects.
- * Initiatives are taken to make students technology prone by making them available free access of internet connections.
- * suggestions are given to increase the activities of students welfare including financial assistance.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	
UGC – Faculty Improvement Programme	
HRD programmes	
Orientation programmes	-
Faculty exchange programme	
Staff training conducted by the university	
Staff training conducted by other institutions	
Summer / Winter schools, Workshops, etc.	02
Others	

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	02	01	-	-
Technical Staff	01	00	-	-

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

With the help of IQAC, our institute encourages quality research work. The chairman of the IQAC, being himself Ph.D. holder is always ready to help those who are willing to do research work. As an outcome of these efforts. Six of our teachers are having Ph.D. and one teacher is doing his doctoral research whereas one teacher has already done his M.Phil. The IQAC always motivate faculty to contribute their research papers to accredited research journal, publish their books and present papers in conferences, seminars and workshops. All this has yielded good results. Many of our teachers published papers in conferences, seminar proceedings with ISSN, ISBN numbers. Some have published their books as editor. Some teacher have also published their research papers in national research journals. All the above cited achievements have been attained due to support and initiatives of IQAC.

3.2 Details regarding major projects

	Completed	Ongoing	Sanctioned	Submitted
Number				
Outlay in Rs. Lakhs				

3.3 Details regarding minor projects

	Completed	Ongoing	Sanctioned	Submitted
Number	-	-	-	-
Outlay in Rs. Lakhs	-	-	-	-

3.4 Details on research publications

	International	National	Others
Peer Review Journals		07	
Non-Peer Review Journals		-	
e-Journals			
Conference proceedings		04	

3.5 Details on Impact factor of publications:

Range Average h-index Nos. In SCOPUS

3.6 Research funds sanctioned and received from various funding agencies, industry and other organisations

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects				
Minor Projects				
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects <i>(other than compulsory by the University)</i>				
Any other(Specify)				
Total				

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges
Autonomy CPE DBT Star Scheme
INSPIRE CE Any Other (specify)

3.10 Revenue generated through consultancy

3.11 No. of conferences organized by the Institution

Level	International	National	State	University	College
Number					
Sponsoring agencies	--	--	--	--	--

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs :

From Funding agency From Management of University/College
 Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	-
	Granted	-
International	Applied	-
	Granted	-
Commercialised	Applied	-
	Granted	-

3.17 No. of research awards/ recognitions received by faculty and research fellows
 Of the institute in the year

Total	International	National	State	University	Dist	College
-	-	-	-	-	-	-

3.18 No. of faculty from the Institution who are Ph. D. Guides
 and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level State level
 National level International level

3.22 No. of students participated in NCC events:

University level State level
 National level International level

3.23 No. of Awards won in NSS:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.24 No. of Awards won in NCC:

University level	<input type="text" value="-"/>	State level	<input type="text" value="-"/>
National level	<input type="text" value="-"/>	International level	<input type="text" value="-"/>

3.25 No. of Extension activities organized

University forum	<input type="text" value="--"/>	College forum	<input type="text" value="02"/>	
NCC	<input type="text" value="--"/>	NSS	<input type="text" value="02"/>	Any other <input type="text" value="-"/>

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

Most of the extension activities in our institution are carried out by our NSS unit and student welfare department. In all these activities we take care about the involvement of the society. There is a strong bond of relationship between our institute and society. Throughout the year we carry out various programmes which fulfil the needs of students and society as well. We also try to impart a sense of social responsibility in our students through these programmes.

List of regular programmes carried out by our institution in the session 2017-18

- 1) We celebrate 'Kranti Din' every year to memorise the 'Chalejao Revolution' in 1942.
- 2) 5th September is celebrated every year as 'Teachers Day' to mark the importance of teachers in the society.
- 3) On the occasion of Gandhi Jayanti, every year we run a cleanliness drive in the college campus as well as in the nearby slum area. Through this, we try to realize these people about the importance of cleanliness in our lives.
- 4) Every year in the month of October we carry out 'Tree plantation' programme in the college campus and in the nearby area. This programme reflects the importance of trees in the nature as well as in the life of human beings. We also ask villagers to take care of these plants and we are getting increasing response from them.

- 5) By celebrating birth anniversaries of great people like Mahatma Gandhi, Dr. Babsaheb Ambedkar, Savitribai Fule, Dr. S. Radhakrishnan, Dr. Panjabrao Deshmukh every year, we tell students and villagers why these people has become so great and what they have done for common people and society.
 - 6) By organizing 'Blood Donation Camp' every year in collaboration with NGO's, we achieve two goals. One is, we contribute at the National service of blood donation and secondly, we develop good cordial relations with NGO's and society.
 - 7) We organize a residential camp at different villages for eight days. More than fifty NSS volunteers stay at these villages and carry out various programmes on various issues which make these villagers enlighten. As majority of our students belong to the rural catchment area, they become the part and parcel of the village and the villagers and can convince them easily the issues relating to their concern The main programmes arranged in these villages are on the following themes.
 - a) Water conservation projects.
 - b) Earth-worm manure
 - c) Rural Development and government scheme
 - d) Social forestry
 - e) Environment and Natural farming
 - f) Cultural programmes.
 - g) Save girl child.
- We invite social activists, social reformers and government officials to guide the villagers and to provide them demonstration if necessary.

Along with these regular programmes, we also arrange and carry out some special programmes every year which are useful and thought provoking for the society. During session 2017-18 following such programmes were arranged-

- 1) From 10/08/2017 to 14/08/2017 in the leadership of our Hon. Principal 'Clean India Movement' was taken place.
- 2) On 5th Sep. 2016 (Teacher's Day) was celebrated and students delivered speeches on the occasion.
- 3) As a part of public awareness programme, suggested by Panchyat Samiti, Warud, entitled as 'Jal Swaraj 2' was implemented by Jarud Gram Panchayat on 06.09.2017. 100 volunteers of NSS took active participation in it and resolved to play the role of messengers to facilitate pure water supply and cleanliness to villagers.
- 4) NSS day was celebrated on 25/09/2017 with zeal and fervour. Principal Dr. Atkare presided over the function. He underlined the importance and necessity of the wide spread voluntary organization of NSS in his presidential speech.
- 5) On the occasion of Mahatma Gandhi birth anniversary i.e. 2nd Oct. 2017 the college campus was cleaned by the volunteers. The volunteers were given an oath of keeping their classrooms and campus clean.
- 6) On 26/11/2017, constitution Day was celebrated to spread awareness regarding rights and duties mentioned in constitution among the students. The preamble of the constitution was read collectively and the flex of the same was put on display.

- 7) On 30/01/2018 blood donation, blood group detection camp was organised in collaboration with Dr. Panjabrao Deshmukh memorial Medical College and Research institute, Amravati. The list of donors with their contact numbers was prepared and displayed in case of emergency.
- 8) Womens' Day was celebrated on 08/03/2018 with the initiative of department of Home-economics. Students, especially girl students were informed about provisions in law specially meant for them as a part of women empowerment.

We acknowledge the fact that there should be a bond of cooperation between the society and the institute. It is our moral responsibility to work for the upliftment of people belonging to the lower strata of the society. In this regard our college has always taken initiative to work for them. To develop a sense of social responsibility among our students is one of the goals we have set before us and accordingly we are trying our best to achieve this through extension activities of our institution.

Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	0.78 Hector	-	-	0.78 Hector
Class rooms	03	-	-	03
Laboratories	01	-	-	01
Seminar Halls	00	-	-	00
No. of important equipments purchased (\geq 1-0 lakh) during the current year.		-	UGC	
Value of the equipment purchased during the year (Rs. in Lakhs)	-	-	UGC	-
Others	-	-	-	-

4.2 Computerization of administration and library

The administrative office of our college is partially computerised. From the session 2013-14 all the data about admitted students is available on computer. The computerization of library is in process. After atomization the library will be able to provide computer aided search facility by author based, subject based, title based and publisher based search facilities.

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4101	697137	236	49900	4337	747037
Reference Books	466	108317	46	5550	512	113867
e-Books			-	-		
Journals	20	9584	-	-	20	9584
e-Journals			-	-		
Digital Database	-	-	-	-	-	-
CD & Video	65	5967	-	-	65	5967
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others
Existing	26	13	BSNL Broadband	08	-	03	02	
Added								
Total	26	13	BSNL Broadband	08	-	03	02	

4.5 Computer, Internet access, training to teachers and students and any other programme for technology upgradation (Networking, e-Governance etc.)

*We have made it compulsory for staff members to complete MS-CIT (Maharashtra State Certificate course in Information Technology) for making them technology friendly.

* Teachers are being motivated to make more use of ICT resources in teaching-learning process, so that the students get benefitted from it.

* We have also provided facility to use internet to students.

4.6 Amount spent on maintenance in lakhs :

i) ICT	90460
ii) Campus Infrastructure and facilities	235205
iii) Equipments	69760
iv) Others	-
Total :	395425/-

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

Our college runs many student support services. One of them is to provide financial aid to students in the form of various types of scholarships. All the backward class students falling in the categories SC/ST/NT/VJ/OBC receive scholarships from the Govt. Of India, Shahu Maharaj scholarship, student welfare fund scholarship, freeship, National open merit scholarship etc. All these scholarships are disbursed at the end of every academic year. We also provide Book bank scheme, Xerox facility, internet facility, sports coaching facility to students. Those students who are willing to participate in various competitive examination like MPSC, Banking, Police, Armed forces exam. etc. are provided with proper guidance. We have established a separate section and study room for the students preparing for competitive exams in the library. We also organise regular lectures of eminent personalities on this subject in order to guide them and to inspire the aspiring students. Our college invites Medical Officers to deliver lectures on health related topics especially focusing on the problems of girl students like first aid, balanced diet and breast feeding & child health for pregnant women etc. They are also made aware of the laws meant for women. We also provide student support services like skill development, support for slow learners, exposure of students to business houses, publication of student's magazine etc. The students willing to join military and paramilitary forces are provided with the facility of Gymnasium at free of cost. The IQAC have close watch on all these activities and takes necessary steps as and when required.

5.2 Efforts made by the institution for tracking the progression

A good number of B.A. III year students opt for post graduate studies. It is at the time of alumni meet, we come to know about their satisfactory progression.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
534	-	-	-

(b) No. of students outside the state

-

(c) No. of international students

-

Men	No	%	Women	No	%
	369	69.10		165	30.89

Last Year 2016-17						This Year 2017-18					
General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
96	104	48	320	-	568	73	94	63	304	-	534

Demand ratio 1:1 Dropout 8.20 %

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

The students aspiring to go through the competitive examinations can avail the facility of getting books of the related topics from library. A separate section/ study room is made available for the purpose. In addition to this, a number of lectures by experts belonging to the field of competitive examination circle are organized. Efforts are being made to create competitive culture on the premises. Books, employment News and other study material is made available at the library. Information regarding various competitive examinations and vacancies available is displayed on the notice board fixed for the purpose.

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="-"/>	SET/SLET	<input type="text" value="-"/>	GATE	<input type="text" value="-"/>	CAT	<input type="text" value="-"/>
IAS/IPS etc	<input type="text" value="-"/>	State PSC	<input type="text" value="-"/>	UPSC	<input type="text" value="-"/>	Others	<input type="text" value="-"/>

5.6 Details of student counselling and career guidance

We have career guidance cell in college. Our staff personally guides students for further education and about job opportunities. The library provides information about job opportunities and competitive exams. by providing information to students personally and by displaying advertisement on notice board. As our university has introduced viva-voce examination as a part of syllabus, we prepared our students for skills like group discussion, presentation and personal interview which later on help them for seeking good jobs.

No. of students benefitted

5.7 Details of campus placement

<i>On campus</i>			<i>Off Campus</i>
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
Nil	Nil	Nil	N.A.

5.8 Details of gender sensitization programmes

Gender sensitising programmes are mostly conducted by our NSS unit. Through these programmes the staff and students are made aware about gender discrimination. This year we arranged a rally to make people aware about women foeticide and dropping rate of girl children in society and its adverse effect.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

State/ University level National level International level

No. of students participated in cultural events

State/ University level National level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports : State/ University level National level International level

Cultural: State/ University level National level International level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution	-	--
Financial support from government	377	Yet to be received
Financial support from other sources	-	-
Number of students who received International/ National recognitions	-	-

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: _There are no such major grievances of students.

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Vision of the institution -

To attain rural community and social development and to create sense of social responsibility among students by way of education.

Mission of the institution –

To ensure and inculcate perfect discipline in terms of regularity, sincerity and punctuality among college students, so that they contribute to the society and Nation as most responsible and respectable citizens.

6.2 Does the Institution has a management Information System

Yes, our college has a management information system. Under Maharashtra University act 1994 there is a local management committee (LMC) in the college. During its meetings all aspects and activities of college are discussed and if necessary the same committee discusses the matters in the meeting of the management.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

There is no direct role played by the faculties in curriculum development as this responsibility rests upon our parent university.

6.3.2 Teaching and Learning

The academic functioning of the college acts according to academic calendar. It is prepared at the beginning of every academic session. IQAC also takes keen interest in the development of teaching and learning. The principal has to play a significant role. He monitors all the activities, gives suggestions and takes care for quality maintenance.

6.3.3 Examination and Evaluation

With the introduction of the semester pattern for B.A. I, the college has been given the responsibility of conducting the examinations of Sem. 1 & Sem. 2. The university has taken certain decisions to improve the quality of Examination and Evaluation process. Introduction of objective questions in university exams, facility of central valuation, making photocopies of answer sheets available to students and a chance for revaluation are some of the quality improvement strategies adopted by our parent university.

6.3.4 Research and Development

Research and development is a continuous process. Being an integral part of teaching the main thrust is on the same. Some of the teachers are engaged in research and related activities. To develop and update their knowledge for the same purpose, they attend Orientation, Refresher courses, international, national seminars, conferences and workshops etc.

6.3.5 Library, ICT and physical infrastructure / instrumentation

Library is a continuously growing department in our college. Every year there is addition of books in the library. Library automation is in the process and soon it will get completed.

We have installed projectors in classrooms with audio systems which will facilitate students to have audio visual experience in the teaching learning process. Providing computer and internet facility for student is still continuous in our college. This facility enhances student's knowledge and makes it up-to-date. They also search for job opportunities through internet.

6.3.6 Human Resource Management

The college has always masterly maintained the human resources. The self-appraisal forms of every teacher are collected at the end of the session and are evaluated by the principal to assess the performance of the staff. The information in self appraisal form includes no. of periods engaged, performance in teaching, research and extension, duration of service etc. The results of assessment are placed before LMC (governing body) and proper steps are taken accordingly.

6.3.7 Faculty and Staff recruitment

Our parent society, Shri Shivaji Education Society Amravati has made the process of recruitment centralized. At the end of every session and when faculty or staff gets retired, an information is given to our parent society. The society office carries on all the necessary procedure and the appointment is made as per the rules and regulations of UGC, University and other concerned authorities.

6.3.8 Industry Interaction / Collaboration

Being a single faculty college situated in rural and tribal area, the college has limited scope as far as interaction and collaboration with industries is concerned. However, the department of Home-Economics organises programmes of visit to the small scale industries and the ventures run by 'Bachat Gats' in nearby villages.

6.3.9 Admission of Students

We have adopted a very simple process for admission in the college for students. After declaration of HSC result, we start our admission process on first come first admission basis. Only those students who have taken more than one attempt to pass H.S.C. examination are asked to submit their admission forms and to wait for some days. Even most of them get admission in the college at the later stage of admission process.

6.4 Welfare schemes for	Teaching	
	Non teaching	
	Students	

We provide first aid facility to all member of the college including students. This responsibility is provided by our physical education department. In case of serious injury or health problem, a local doctor arrives on the campus on a phone call.

We provide facility of loan to all members working in the college through nationalised banks and co-operative banks at the time of financial crisis.

We have group LIC scheme for all staff members. Even students admitted in the college get benefit of insurance scheme.

All the students belong to SC/SC/VJNT/OBC categories get benefit of GOI and other scholarships.

We have arranged blood donation, Blood sugar detection, haemoglobin detection and blood group checking camps for students and staff members.

Other available welfare schemes for teaching and non teaching staff are –

GPF scheme, faculty improvement programme, personality development, Medical reimbursement facility, Liberty to publish research papers and articles and presenting research papers in conferences and seminars, Maternity leave/Paternity leave facility.

Most of the teaching staff, non teaching staff and students availed the benefits of such above schemes.

6.5 Total corpus fund generated

Nil

6.6 Whether annual financial audit has been done Yes No

6.7 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	-	Yes	IQAC and SAAC
Administrative	Yes	Joint Director Higher Education, Senior auditor of higher education A.G.M.S.office, Nagpur	Yes	Authorised chartered accountant and parent society

6.8 Does the University/ Autonomous College declare results within 30 days?

For UG Programmes Yes No

Not Applicable

For PG Programmes Yes No

Not Applicable

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

Not Applicable

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

Alumni Association supports us in various activities of college and even participates in different functions.

Every year Alumni committee organizes alumni meet. Feedback from alumni contributes in the improvement of services provided by the college.

6.12 Activities and support from the Parent – Teacher Association

We do not have formal parent teacher Association in the college.

6.13 Development programmes for support staff

We only have teaching and non teaching staff in the college. We do not have any support staff.

6.14 Initiatives taken by the institution to make the campus eco-friendly

We are fortunate enough that our college is situated in the area where there is greenery everywhere. Our college is surrounded by orange orchards. We also make efforts to make our campus green by planting trees in the campus every year.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

- (1) Introduction of projectors in classroom teaching. This help students and teachers to make teaching learning process more effective.
- (2) We have made available for students a facility to use internet and also provided them the facility of Wi-Fi. This facility made it possible for students to update themselves with the advance knowledge about every subject. This facility also helps students in preparing them for competitive examinations and to search job opportunities.
- (3) CCTV cameras are installed to cover the nook and corner of the campus. The purpose behind is to avoid theft and any untoward incidents. This also ensures the safety of the students in general and the girl students in particular. It also helps to administer the activities going on within the campus.

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

In the beginning of the year during IQAC meeting, we had set certain goals before us which we had decided to fulfil at the end of the session. In the last meeting of IQAC, we have made Action Taken Report (ATR) on it which is a follows –

Goal Set	Action Taken Report
(1)To install CCTV cameras.	(1) CCTV cameras are installed and are functioning.
(2)To establish separate section for the students willing to go through competitive examinations.	(2) A separate section for the students willing to go through competitive examinations is established.
(3)To prepare proposal to construct store-room.	(3) Proposals is prepared and sent to the district sports officer, Amravati.
(4)To follow up the proposal submitted for commerce faculty.	(4) Received positive response and the matter is included in the master plan of the university.

7.3 Give two Best Practices of the institution

The two Best Practices of the institution are

1) Rain water harvesting 2) Plantation of vegetables and medicinal herbs.

Details about these two best practices are given in annexure.

7.4 Contribution to environmental awareness / protection

We run various environment awareness / protection programmes during the year. They are as follows-

(a)Energy /Electricity conservation :

Airy and spacious classrooms help us in saving electrical energy. Existing energy consuming bulbs are replaced by CFL bulbs. The students are also aware regarding the national task of saving electrical energy by arranging lectures in NSS weakly campus underlining the importance of non-conventional and renewable energy sources like solar energy. Some of the students having solar lamps received under schemes whereas some students have Gobar gas plants to cater to their need of energy.

(b)Kolhapuri Bandhara construction :

During Eight days residential camp at adopted village Khadka-Jamgaon, 15 kilometres away from college campus, our NSS volunteers constructed kolhapuri Bandhara by using sand filled cement bags. This helps increasing ground water level and many farmers are benefited from this.

(c)Efforts for carbon neutrality :

The best possible way for carbon neutrality is to increase percentage of oxygen in the air. We have achieved this by planting trees which supply more oxygen in the year like pimpal, wad and neem. As most of the students belong to the rural areas, they particularly use the means of public transportation. 'No Vehicle Day' is observed on every Thursday. Public is made aware regarding it during rallies. Some of the students are having clay-stoves with low smoke emission. The demonstration of clay stoves with low smoke emission is regular practice of the department of Home-Economics.

(d)Plantation / Greening drives :

'Green Campus, Clean Campus' is our motto. As the institution is situated in the midst of orange orchards, we too carry on plantation programme. Our 'Mahatma Fule Garden' has vegetable plantation and plantation of medicinal herbs along with fruit bearing trees, bamboos and teak.

Our NSS unit is planting trees regularly from ten years in adopted villages.

Our students planted trees in the nearby slum area and also motivated the villagers to take care of these saplings. Saplings made available from nursery were distributed to the staff and students.

7.5 Whether environmental audit was conducted? Yes No

7.6 Any other relevant information the institution wishes to add. (for example SWOT Analysis)

Strength:

- 1) Most of the students admitted are from economically poor families and from SC/ST/VJ/NT/OBC categories. Even then, our results are satisfactory.
- 2) With an encouragement and support from the institution, many students are facing the challenge to appear for various competitive examination.

Weaknesses:

- 1) Lack of sufficient infrastructure to commence new faculty and courses.
- 2) Need of technology based career oriented courses.

Opportunities:

- 1) To encourage students for self-employment.
- 2) To inculcate among students a sense of social responsibility, so they contribute in the progress of society and the progress of the nation at large.

Threats:

As many of our students, after attending college go for hard labour and so can not devote full time to their studies. It is observed that financial constrains certainly hampers their higher education

8. Plans of institution for next year

- 1) Construction of additional infrastructure.
- 2) To complete the automation of library.
- 3) To complete the automation of administrative office.
- 4) To introduce new faculty and some career oriented courses.

Name **S. M. Kanfode**

(Assi. Professor)

Name **Dr. D.V. Atkare**

(Principal)

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC

Academic Calender

2017-18

(I) Academic Calendar 2017-18

- (1) First Session - 12th June, 2017 to 14th oct. 2017
- (2) Winter Vacation – 16th Oct. 2017 to 4th Nov. 2017
- (3) Second Session – 6th Nov. 2017 to 28th April 2018
- (4) Summer Vacation - 30th April 2018 to 9th June 2018

(II) Teaching Days available during Academic Session 2017-18

Month	Days	Month	Days
June 2017	02	Nov. 2017	22
July 2017	25	Dec. 2017	24
August 2017	24	Jan. 2018	26
September 2017	24	Feb. 2018	22
Oct. 2017	11		
		Total	180

(III) Non – teaching Days available during Academic Session 2017-18

Sr. no.	Particulars	Month	Days
1	For Admission	June 2017	14
2	For Examination	March 2018	24
3	For Instructions	April 2018	23
	Total		61

(IV) Total working days during academic session 2017-18 are as follows –

Sr. No.	Particulars	Days
1	Teaching Days	180
2	Non-teaching Days	61
	Total	241

(V) College Examination –

- 1) Unit Tests – During Academic session 2017-18
- 2) Common Test Examination – 3rd week of Feb. 2018

2017-18

In the last week of the session, we distribute a special format to final year students. We ask them to fill it honestly. Then we scrutinize and read the answers carefully. Following are the outcomes.

- 1) Most of the students in the college wanted to have further education and wanted to appear for competitive examinations.
- 2) All the subjects taught in the college are meaningful and valuable according to students.
- 3) Students are satisfied with the way all subjects taught to them and with the performance of all teachers.
- 4) As far as administrative department is concerned they are satisfied with their experiences.
- 5) Students feel that they developed themselves as a person because of the vast experience they get during their stay at the college and because of various social programmes college arranged throughout the year.
- 6) Students are willing to have training in the use of library and computer.
- 7) Students praised the social atmosphere in the college. They also agreed that there is no gender discrimination in the college.
- 8) Most of the students participated in various extracurricular and sports activities and are satisfied with their experiences.

These are the observations we have after scrutinizing and studying filled format by the students.

Best Practices :-

The college realizes its accountability to make students and society aware about various alarming issues. We run number of healthy practices in this regard like feedback, e-scholarship, self-appraisal form, API, ICT teaching learning process, tree plantation, self-employment programme, Academic diary and self-appraisal report, collaboration with NGO's etc. similarly, awareness regarding natural imbalance, an urgent need of greenery and non-conventional energy sources, soil and water conservation must be the issues of concern for any institution. We are marching ahead having our meagre share is the national and global clause.

All these activities help in achieving goals and objectives of the institution.

The two best practices of them are Rain water harvesting and plantation of vegetables and Medicinal herbs.

Best Practice I

1. Title of the practice: Rain water harvesting.

2. Goals :

- To increase ground water level.
- To insure constant and regular supply of water.
- To manage excessive water from getting wasted.
- To set up a model project to boost water literacy among students and villagers as well.

3. Context :

- Unreliable and insufficient rainfall in the region is the root cause that makes everyone to think over it seriously.
- Being orange growing region, the ground water level is lessening day by day because of the excessive lifting of water through wells and borewells.

- To arrest every single drop of water and store it for the time of crisis.
- To manage our resources to ensure supply of at least potable water during summer examination avoiding water tankers.

4. The practice :-

- In the beginning of the year need of the rain water harvesting is discussed on the priority basis.
- After having discussed feasibility of the project, it is decided to attach project to the administrative building, close to the well as a first phase. Technical assistance is sought.
- A pit of 20x20x15 feet is dug with the help of students and NSS volunteers, fifteen feet away from the well.
- The outlet pipes of the roof top of the building are joined together and connected with main pipe. The main pipe is attached to the pit.

5. Evidence of Success :-

- This resulted in miraculous increase in the water level of the well.
- The upper layer of the soil got intact and as it is.
- Large quantity of water that goes wasted and was a trouble to the neighbouring farms was well managed.
- The necessity of water tanker during summer examination became the story of the past. Reliable supply of drinking water is insured.
- A good number of individuals like students and farmers got inspired from this low cost project.

Best Practice II

1. Title of the practice :- Plantation of organic vegetable and Medicinal herbs

2. Goals :

- To utilize a piece of land in maximum possible way.
- To make available vegetables grown naturally without using chemical fertilizers and pesticides.
- To spread awareness regarding medicinal plants easily available and around us.
- To set a model project to inspire small farmers to add to their financial resources.

3. Context.

- Because of the excessive use of fertilizers and pesticides naturally grown vegetable has become a rarity causing a number of health related problems, especially, skin diseases.
- Unwanted and excessive use of allopathic medicine, especially, steroids are causing adverse effects on the health and immunity of beings, particularly humans. Hence, people who are health conscious are rapidly switching over to Ayurveda.

4. The practice :-

- At the beginning of the session the topic is discussed among the staff members to utilize the land for the purpose of noble interest.
- The available plot is divided into two parts. One is for growing vegetables and the other for medicinal herbs.
- Under the guidance of Dr. S. V. Satpute, Dept. of botony, M.F.M. Warud, the plantation o medicinal plants is carried out.
- Most of the staff members and students belong to the farming community, it becomes easy to plant vegetables and take care of it.

5. Evidence of success –

- Students become aware of the importance of naturally grown vegetables. They get motivated to implement it on their farms to avoid health problems.
- The vegetables are made available to the staff members on reasonable rates.
- The students and the villagers get acquainted with the medicinal plant around them. They decide to grow and make use of them and minimise their dependency on allopathic medicines.

6. Problems Encountered and Resources Required :-

- Through we have tight academic schedule, somehow a little slot of time is spared.
- To encounter the problem, the help of the NSS volunteers is sought and the work gets done in the schedule of weekly camps.