



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

**SHRI SAIBABA LOK PRABODHAN ARTS COLLEGE,
WADNER**

NH-07, AT/PO- WADNER, TH- HINGANGHAT, DIST- WARDHA.

442307

www.saibabacollege.org

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

February 2019

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

The institution 'Shri Saibaba Lok Prabodhan Kala Mahavidyalaya, Wadner' was formed keeping in mind the overall development of the students. It was established in 2001 by "Vena Lok Prabodhan Shikshan Sanstha, Hinganghat." The college is a small unit as it has only one undergraduate course namely B.A. The institution works with the statement "Dhnyaniyane Ujalu Ya Gram Gram." The institution is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. The institution is grant-in-aid and recognized by Govt. of Maharashtra and recognized under AISHE by MHRD. It is one of the youngest colleges in the locality. The institution has equipped building with good infrastructure facilities. The campus area is 9000 Sq. m and build up area is 980.40 Sq. m. It is located in the outskirts of small town, Wadner, a small town with about seven thousand population.

Vision

- Impart quality education to rural and backward students to prepare ideal citizens.
- Achieve academic excellence.
- Inculcate sincerity, integrity and discipline.
- Train students for global competence.
- Enrich rural students in various fields by enhancing power within them.

Mission

- Strive for all around development of personality and character of students.
- Serve the community through extension activities.
- Inculcate sincerity, integrity and discipline.
- Strengthen the process of women empowerment.
- Create ambience for healthy teaching-learning process.
- Create an environment of respect and trust.
- Inculcate a sense of moral, social responsibility and national integrity among the students.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

1. College is situated in natural surroundings.
2. Pleasant relationship among the members of college staff, students and parents.
3. Supportive management and administrative.
4. Spacious playground for sport.
5. Peace and ambience in college campus.

6. Qualified and Permanent Teaching Staff.
7. Extension Activities through NSS, Environment Education Programmed and Dept. of Continuing Adult Education & Extension.

Institutional Weakness

1. Low passing percentage.
2. Less employment opportunities around areas.
3. Significant drop-out rate.
4. Low response from alumni and parents.
5. Socially, Economically & Educationally Weaker Background.
6. Inadequate infrastructure facilities.
7. Lack of English Communication Skill of Students.

Institutional Opportunity

1. Developing research temperament.
2. Developing sports facility.
3. Promoting student centric leaning.
4. Promotion of skill based education.
5. Enhancing the learning facilities.
6. Developing the research spirit among the staff.
7. Introducing the schemes with financial support to students.
8. Bringing down the dropout rate.
9. Introducing the students' welfare schemes.

Institutional Challenge

1. Reducing dropout rate.
2. Improving academic performance of students.
3. Diversion of Students to professional courses.
4. Increasing drop out of girls due to early marriages syndrome in the rural and tribal society.
5. Lack of placement opportunities and employability in rural.
6. Lack of quality and competitive atmosphere in higher secondary institution of the surroundings regions.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

We have qualified and permanent teachers in all subjects. The college follows the syllabi which have been prescribed by Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. With this potential, the institution is able to deliver the curriculum designed by the University very smoothly. The institution has a strategic plan,

by following the academic calendar of the university, of communicating the teaching plan to the students in the beginning. There are various cells and committees that monitor the curricular, co-curricular and extra curricular activities. As a part of curriculum enrichment, an environmental study is mandatory for the second year students. The institution offers skill oriented Certificate Courses in Agro Services, Still Photography, Beautician and Diploma Courses in Advanced Agro Services and Beautician. The institution takes feedback from students, teachers, parents and alumni and after analyzing it, prepares a report in order to ensure and improve quality in its performance.

Teaching-learning and Evaluation

The various committees are formed and annual teaching plan is prepared. The college has formed the Admission Committee. All the Heads of the respective departments of the college are the members of the committee. The admission process is transparent. The college ensures about the admission process. The prospectus of the college contains detailed information on fee structure, scholarships and other activities. The college has adopted first-cum-first-serve policy in admission process. It is strictly implemented as per University norms. Most of the students in our college belong to economically backward classes of society. All students from these categories are provided scholarships as per Government norms. The time-table is prepared and strictly followed. The regular assessment of the students is done through the internal assessment. There is large scale diversity in the learning levels of the students. For addressing this problem of diversity, the institution has initiated so many remedial measures. The faculty members are competent and well qualified in their subjects with quality research experience (Ph.D.), (M.Phil) and NET/SET. The institution has shifted from traditional methods of teaching to modern methods with the use of ICT. 70% of the teachers are using ICT tools and therefore the classrooms are student-centric and conducive for the learning purpose. With the adoption of semester-pattern, the teaching-learning process has become more participatory in nature. The institution till date has more than 1 gold medalist in two subjects in the university examination.

Research, Innovations and Extension

The institute encourages and motivates its staff to pursue activities. The four members have completed their Ph.D. and the remaining teachers are pursuing research for Ph.D. Three books have been published by teachers on various subjects with ISBN. The faculty members participate and present papers in various seminars, conferences and workshops. The institute has made available internet and library facility for the research work. The college has the NSS unit. The Unit is very active in carrying out a number of activities in and outside the campus. The institution organizes a number of extension activities in the neighboring villages. Major outreach activities of the unit are (1) a special residential camps at village level, (2) organization of blood donation camp and (3) health check-up of students. The N.S.S. conducts many activities with an aim to serve the society. They include- Cleanliness drive, AIDS awareness campaign, Road safety drive, Gender Equity, Protection of Environment, Water Conservation, Superstitions, Health and family planning, Education of Girls, Road Safety, Sexual harassment of women, domestic violence in rural life, etc. The unit also undertakes tree plantation in and out of college premises.

Infrastructure and Learning Resources

The institute has building with the campus area. The campus area is 9000 Sq. m and build up area is 980.40 Sq. m. The institution has contributed a good deal in infrastructure facilities by providing pure drinking water, staff room, black boards, and well furniture and so on. There is a separate common room for girls. The institution has facility for sports and cultural activities. Wi-Fi facility is made available to staff and students. Two classrooms are ICT enabled. The copier machine is made available in Library, so that students can get the photo-copies on cheaper rate. Biometric attendance for staff is also introduced. The text books, reference book, magazines, periodicals and journals are available in the library. The college has sufficient classrooms for engaging classes and spacious playground for sports activities.

Student Support and Progression

The institution works for educationally and economically backward and rural students. Many of our students are from economically weaker strata of the society. The college provides financial assistance to these students. The members of staff assist the economically weaker students with financial support. The college has the Discipline Committee to monitor the activities of the students. The teachers regularly provide counseling to the students. Humanitarian treatment is given to physical disabled candidates. The institution encourages students to participate in various competitions at various levels. The institution has an effective student support mechanism such as Student Council, Student Grievance Redressal Cell, Anti- Ragging Cell, Committee for SC, ST, OBC and minorities, Women's Cell, Career guidance for Competitive examinations etc. The college has published a college magazine title, 'Savitrichi Lek' and 'Shetkaryacha Asud' to provide platform to students about their literary talent. It is a collective exercise by student. The institution also takes care of weak and slow learner students. For the slow learner students, the institution arranges extra classes. Since majority of the students are from rural and agricultural families, they are successfully developing their own farms and contribute to agricultural production and thereby to nation building. About 49 pass out students of the last batch (2017-18) are pursuing their higher education in different institutions.

Governance, Leadership and Management

The management has a guardian's role in mentoring the college. The Principal frequently interacts with the management on issues of overall development. The management members support the infrastructural of our college. They also take a review of academic progress and encourage research activity. The relations of management members with the staff reflect humanitarian approach. They encourage meritorious students by sponsoring awards for performance in University examination. The institution has College Development Committee. The members of the committee are from teaching, non-teaching staff and from the management. The Principal is the vital link in relation to all faculty members and students of the college. He evaluates the teaching-learning process. He also sets up various committees for organizing activities. He always remains in touch with the students to realize their problem. The IQAC plays significant role in ensuring quality assurance and improvement of the college. It coordinates among committee and departments in the college. It also takes initiative in introducing new short term courses for students. The administrative activities of the institution are administered as per the academic calendar.

Institutional Values and Best Practices

The institution has adopted good practices. The Principal and members of the staff are regularly in touch with the parents of the students. The financial assistance is provided to the needy students. The extra books for

further study are also provided by the staff to the students. Personal counseling is done. The Department of Environment Education and N.S.S. makes efforts to create awareness about protection and conservation of environment. The institution is environment conscious. The campus is made plastic free. The Tree Plantation Programs are conducted in and outside the campus by college student. The collage makes efforts to inculcate a sense of social responsibility in students through community orientation. Many of our programs and initiatives are part of the efforts. We have modestly presented two of our practices as best practices as i) Holistic Development of the Students through Students Centric Activities and ii) Encompassing Self-reliant farmers. These practices aim at creating sense of social awareness and obligation community. The institution also organizes programs to increase consciousness about national identities, fundamental duties and national festivals. Dr. Babasaheb Ambedkar Briliancy Award Spardha Pariksha, Swami Vivekanand Gram Geeta Jivan Vikas Parichay Pariksha, and Savitribai Fule Veshbhuhsa Prashnamanjusha are regular activities of the institution. Birth and death anniversaries of national leaders are celebrated in the college with due respect.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHRI SAIBABA LOK PRABODHAN ARTS COLLEGE, WADNER
Address	NH-07, At/Po- Wadner, Th- Hinganghat, Dist- Wardha.
City	Wadner
State	Maharashtra
Pin	442307
Website	www.saibabacollege.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Uttam B. Parekar	07153-255655	9921436640	07153-255656	saicollege@rediffmail.com
IQAC / CIQA coordinator	Sanjay A. Diwekar	07153-255654	9561591169	-	diwekarsanjay@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	12-04-2001

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	No File Found

Details of UGC recognition

Under Section	Date	View Document
2f of UGC		
12B of UGC		

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				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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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	NH-07, At/Po- Wadner, Th-Hinganghat, Dist- Wardha.	Rural	2.25	980.4

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,,	36	H.S.S.C	Marathi	960	538

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	0	0	0	0	1	0	0	1	7	1	0	8
Yet to Recruit	1				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	6	2	0	8
Yet to Recruit				0
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			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	3	0	0	4
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	2	1	0	3
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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	1	3	0	4
UG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	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		Total
		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	279	0	0	0	279
	Female	259	0	0	0	259
	Others	0	0	0	0	0
Diploma	Male	11	0	0	0	11
	Female	27	0	0	0	27
	Others	0	0	0	0	0
Certificate / Awareness	Male	5	0	0	0	5
	Female	30	0	0	0	30
	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	69	54	55	32
	Female	42	37	41	52
	Others	0	0	0	0
ST	Male	35	32	31	11
	Female	40	33	28	18
	Others	0	0	0	0
OBC	Male	222	212	192	137
	Female	185	187	183	133
	Others	0	0	0	0
General	Male	8	13	4	4
	Female	1	5	6	9
	Others	0	0	0	0
Others	Male	56	49	32	17
	Female	36	42	39	27
	Others	0	0	0	0
Total		694	664	611	440

Extended Profile

1 Program

1.1

Number of courses offered by the institution across all programs during the last five years

Response: 1

File Description	Document
Institutional Data in Prescribed Format	View Document

1.2

Number of programs offered year-wise for last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	1	1	1	1

2 Students

2.1

Number of students year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
694	664	611	440	511

File Description	Document
Institutional Data in Prescribed Format	View Document

2.2

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

2017-18	2016-17	2015-16	2014-15	2013-14
499	499	499	499	499

File Description	Document
Institutional Data in Prescribed Format	View Document

2.3**Number of outgoing / final year students year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
89	31	50	112	7
File Description		Document		
Institutional Data in Prescribed Format		View Document		

3 Teachers**3.1****Number of full time teachers year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
9	9	7	7	7
File Description		Document		
Institutional Data in Prescribed Format		View Document		

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

2017-18	2016-17	2015-16	2014-15	2013-14
11	11	11	11	11
File Description		Document		
Institutional Data in Prescribed Format		View Document		

4 Institution**4.1****Total number of classrooms and seminar halls****Response: 7****4.2****Number of computers**

Response: 10

4.3

Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
67.25	55.46	43.49	43.10	30.72

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The institution ensures effective curriculum delivery through a well planned and documented process

Response:

The college is affiliated to Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur. Hence, the curriculum is designed by the affiliating university and made available to the college for implementation. The college follows the academic calendar issued by the affiliating university for effective implementation of the curriculum.

The following measures are taken for an effective planning and implementation of the curriculum:

- 1) At the beginning of the academic year under the chairmanship of the Principal, a meeting is arranged with the staff members to develop strategies for effective implementation of the curriculum, co-curriculum and extension activities.
- 2) Various committees are formed i.e. admission committee, student counselling committee, examination committee to perform different activities at the college level.
- 3) The academic calendar of college is prepared in line with the academic calendar of the affiliated university. All the departments of the college follow the academic calendar strictly and effectively. The college plans its annual academic schedule which clearly reflects the topics to be taught and number of working days allocated to respective topics.
- 4) Teachers maintain daily diaries which included abstracts for daily teaching, list of resources, references books and mentions timetable, duty leaves, casual leaves, medical leaves and seminars conducted by the teachers.
- 5) At the end of the session, teachers submit daily notes along with completed Performance-Based Appraisal Form (PBAS) for the scrutiny by the principal. The principal assesses teachers annual performance feedback with suggestions is then given to individual teachers.
- 6) Most of the departments organise group discussions, seminars and guest lectures. The institution provides free Wi-Fi facility to student for accessing educational websites to improve their performance.
- 7) Unit tests are conducted to check the effectiveness of the syllabus taught. Terminal and Annual test examinations are conducted at the end of the session. The answer papers are evaluated. The faculty guides the students about their drawbacks and how they can improve for better performance in university

examination.

8) Co-curricular and extracurricular activities are held to develop aesthetic potential team spirit among the students. Activities and events like “Yuva Sfurti Mahotstav” are organised to develop their talents. Extension activities are conducted through N.S.S., Adult Education, Department of Environment, Department of Cultural Cell etc.

9) The teachers are encouraged to participate in seminars, conference, workshops and short term courses for updating their subject knowledge. Feedback from stakeholders is taken at the end of the session and feedback analysis reports are prepared. This report is presented in the College Development Committee Meeting. The college Annual Magazine provides a comprehensive record of reports of college happenings as well as of individual departments and cell.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

1.1.2

Number of certificate/diploma program introduced during the last five years

Response: 7

1.1.2.1 Number of certificate/diploma programs introduced year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	1	0	0

File Description	Document
Minutes of relevant Academic Council/BOS meetings	View Document
Details of the certificate/Diploma programs	View Document
Any additional information	View Document

1.1.3

Percentage of participation of full time teachers in various bodies of the Universities/ Autonomous Colleges/ Other Colleges, such as BoS and Academic Council during the last five years

Response: 0

1.1.3.1 Number of teachers participating in various bodies of the Institution, such as BoS and Academic Council year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of participation of teachers in various bodies

[View Document](#)

1.2 Academic Flexibility

1.2.1**Percentage of new Courses introduced out of the total number of courses across all Programs offered during last five years****Response: 0**

1.2.1.1 How many new courses are introduced within the last five years

File Description**Document**

Details of the new courses introduced

[View Document](#)**1.2.2****Percentage of programs in which Choice Based Credit System (CBCS)/Elective course system has been implemented****Response: 0**

1.2.2.1 Number of programmes in which CBCS/ Elective course system implemented.

File Description**Document**

Name of the programs in which CBCS is implemented

[View Document](#)**1.2.3****Average percentage of students enrolled in subject related Certificate/ Diploma programs/Add-on programs as against the total number of students during the last five years**

Response: 4.26

1.2.3.1 Number of students enrolled in subject related Certificate or Diploma or Add-on programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
45	55	40	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Diploma/Add-on programs	View Document
Any additional information	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

In an attempt towards creating awareness of Equal Opportunity, Gender Equality, Climate Change, Environmental Education, Human Rights and other issues, the college organizes various seminars, awareness programmes, debates, street plays, both on campus as well as in the community.

Gender:-

We have established “Women Grievances and Redressal Cell,” and various educational, co-curricular and motivational programmes for women are arranged by this cell. Gender discrimination is not allowed or supported in any way in college campus. Girl students are given equal opportunities to avail avenues of personality development. Various departments have organised seminars on Gender Sensitization issues. Various programmes on the theme “Beti Bachao and Beti Pathao” are conducted every year through N.S.S. activities. Savitribai Fule Veshbhusa Prashnamanjusha – a programme is conducted every year to create awareness about gender equality and to motivate girl students towards achieving their goals.

Environment and Sustainability:-

We have established ‘Environmental Education Club’ named as ‘Nisarg Mitra Samiti’ in our college. Various environmental programmes are arranged by this club like pollution, de-forestation, and indiscriminate use of nature resources. The University has assigned Environmental Science as a compulsory subject for the students of third and fourth semester of each faculty. Although it does not

affect their percentage, Students results are withheld until they clear the subject. The institution takes this very seriously and has assigned this duty to a specific faculty. Tree plantation is being done every year by N.S.S. volunteers in and off the campus. It has specious green garden to create environment awareness among students. Cleanliness drive is also being organised every year by N.S.S. volunteers in several villages. Environment and sustainability are conducted such as celebration of national and international Days, Science Day, Guest lectures on Environment Awareness.

Human Values and Professional Ethics:-

As specifically it is not separately taught, however it has been covered under various subjects such as the lives and principles taught by saints, philosophers, thinkers and critics. Awareness about the same is created by conducting talks and lectures, Seminars and Conferences, Celebration of important National and International days to inculcate human values like Human Right Day, Constitutional Day, Youth Day and birth and death anniversaries of National Heroes. Separate Collection of books on thinkers prescribed for curriculum is provided in library. Ethical values are inculcated among the students with the help of classroom teaching along with co-curricular activities conducted by different cells. There are yearly three exams conducted by the institute like- Dr. Babasaheb Ambedkar Brilliancy Spardha Pariksha, Krantijyoti Savitribai Fule Veshbhusha Prashnamanjusha Spardha and Swami Vivekananda Jivan Vichar Parichay Pariksha. We invite expert personalities for competitive examination guidance to impart knowledge to our students.

File Description	Document
Any Additional Information	View Document

1.3.2

Number of value added courses imparting transferable and life skills offered during the last five years

Response: 5

1.3.2.1 Number of value-added courses imparting transferable and life skills offered during the last five years

Response: 05

File Description	Document
Details of the value-added courses imparting transferable and life skills	View Document
Brochure or any other document relating to value added courses.	View Document
Any additional information	View Document

1.3.3**Percentage of students undertaking field projects / internships****Response:** 9.37**1.3.3.1 Number of students undertaking field projects or internships****Response:** 65

File Description	Document
List of students enrolled	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System**1.4.1****Structured feedback received from**

1) Students, 2)Teachers, 3)Employers, 4)Alumni and 5)Parents for design and review of syllabus- Semester wise/ year-wise

Response: A.Any 4 of the above

File Description	Document
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View Document
URL for stakeholder feedback report	View Document

1.4.2

Feedback processes of the institution may be classified as follows:

Response: A. Feedback collected, analysed and action taken and feedback available on website

File Description	Document
URL for feedback report	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Average percentage of students from other States and Countries during the last five years

Response: 0

2.1.1.1 Number of students from other states and countries year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of students (other states and countries)

[View Document](#)

Institutional data in prescribed format

[View Document](#)

2.1.2

Average Enrollment percentage

(Average of last five years)

Response: 60.83

2.1.2.1 Number of students admitted year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
694	664	611	440	511

2.1.2.2 Number of sanctioned seats year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
960	960	960	960	960

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.1.3

Average percentage of seats filled against seats reserved for various categories as per applicable reservation policy during the last five years

Response: 79.68

2.1.3.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
452	429	408	339	360

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.2 Catering to Student Diversity

2.2.1

The institution assesses the learning levels of the students, after admission and organises special programs for advanced learners and slow learners

Response:

- Students are assessed at the time of admission on the basis of marks at entry level, by the admission committee.
- The subject teachers also assess the knowledge and skill of the students through interaction with them.
- The guidance and counselling centre offers one to one mentoring to help students to choose the correct electives of their interest.
- It is expected that this analysis and the performance of students at qualifying examinations are likely to create a base for monitoring the future progress of students.

Identification of Advanced Learners:

- Advanced learners are identified from the admission list at the time of assessment and through informal assessment as well as interaction in the classroom teaching.
- The college helps these advance learners by offering them extra help regarding the facility like books, classroom notes, education through power point presentation, L.C.D. Projector etc.
- College organise seminar, workshop, study tour and debate competitions etc. for the knowledge of advance learner.
- Group-Discussion is organised for students advance development.
- Students are also encouraged to appear for competitive exams.
- Teachers offer extra guidance to advanced learners.
- College gives various prizes and awards/rewards for advanced achievers.
- Advance learners are organised training of soft skills through different personality development programs.
- Teachers help financially to clever students, who have poor economical background.
- Annual magazine is published for the knowledge of advance students.
- Department organize various activities through the board of study, and subject related project is prepared by students.
- These students are also encouraged to participate in NSS, co- curricular and extra-curricular activities for all round development. Faculties in the college give special attention towards these students and keep a dialogue with them and provide all possible help in better learning.

Identification of weak learners:

Weak learners are identified from the admission list at the time of assessment and through informal assessment as well as interaction in the classroom teaching unfortunately, the maximum weak learners are come from rural areas. Various socio-economical as well as pedagogical conditions are responsible for creation of weak learners.

- The college organises repetition and revision of a topic, Extra Coaching Classes.
- The college organises practice exams and unit tests.
- Departments organises various competitions to improve the knowledge of slow learners.
- Departments offer basis support to week learners.
- They are motivated to study for 2-3 hours daily with the bundle of home work.
- Teachers recommend some basic books to gain knowledge.
- They are taught basic skills by departments.
- They are guided to take part in different seminars, workshops and conferences.
- The English Department conducts tutorials classes for such students.
- The Board of Study program is organised for students' development by Departments.

2.2.2**Student - Full time teacher ratio****Response:** 77.11

File Description	Document
Any additional information	View Document

2.2.3**Percentage of differently abled students (Divyangjan) on rolls****Response:** 0.29**2.2.3.1 Number of differently abled students on rolls****Response:** 2

File Description	Document
List of students(differently abled)	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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

Response:

Learning is focused on students' activities and task which always strive to be students centric. Most of the students in our Institute belonged to the socio-economically weaker sections of the society and many of them are first generation learners so they are totally dependent on college for learning facilities. Keeping this in mind College always introduces various facilities and support structure for students. It is basically used to introduce the topic, base, theories, concept elaboration and depth of subject. The institute has evolved its learning environment in line with active and collaborative learning principles. Also, the faculty is specialized in effective teaching-learning methodologies.

Experimental Learning:

In this learning, activities are conducted by teachers and learners together as given:

Plan:

- Consider curricular goals.
- Decide activities to meet these goals
- Decide expected learning outcomes.

Do:

- Teacher-student together activities.
- Self- internalizing learning
- Self -involving learning.
- Guest lectures and workshop for direct interactions and solving student's queries is a regular practice.
- Some departments of UG Final year students are given assignments and project work and later they present it in the classroom level seminar to develop research aptitude.
- Annual Magazine is published by college like 'Savitrichi Lek', Shetkarayancha Asud'.
- Through NSS and departmental extension activities students get opportunity to learn the social structure and develop their knowledge about social-environmental issues.
- Cultural and sports departments organize college level and inter-collegiate level events to prepare students for competitive events.

Review:

- Check effectiveness.
- Self-student checking.
- Compare actual outcome to expected outcome.
- **Start the process again:**
- The review is new input for planning.
- It is the interaction between students and interactive learning platforms.
- Independent learning is provided to facilitate to students.
- Self learning in various practical of Home-Economics department is done through internet.
- Detailed subject activities are notified to the students through teaching plans uploaded at the start of the semester.

Participative Learning:

- Teachers conduct interactive session with students and ask them question on the topic.
- The senior students are encouraged to present and teach some topic under teacher supervision.
- Each departments uses participative learning process in the classroom at college. It is an activity-based learning.
- It develops communication and interpersonal skills of the students. Students are able to work as a team.
- Teachers teach topics of syllabus and students participate in teaching-learning process.
- Interactive-method, story-telling method, chalk-talk method are used by teachers, and students are participated through these method in learning process.
- Students are participated in Unit-test, Practice test exam.
- Students are participated in debate essay competition and reading of books.

They are participated in practical.

They are participated in learning process through Wi-Fi text books, References Books, Journals & Newspaper etc.

Students are participated in Role Play, Presentation, Group-Discussion, Seminars, Quiz, ICT Tools and Assignments.

Problem – Solving Methodology:

- Each department organized extra classes to solve student's problems.
- Departments invite expert teachers to solve the problem of students.
- Each departments guides students to solve, whole problem either subject related or other problems.
- The problem of students is solved by class presentation.

File Description	Document
Any additional information	View Document

2.3.2

Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc.

Response: 100

2.3.2.1 Number of teachers using ICT

Response: 9

File Description	Document
List of teachers (using ICT for teaching)	View Document
Any additional information	View Document

2.3.3

Ratio of students to mentor for academic and stress related issues

Response: 77.11

2.3.3.1 Number of mentors

Response: 9

File Description	Document
Any additional information	View Document

2.3.4

Innovation and creativity in teaching-learning

Response:

The institute has made several efforts to bring innovation and creativity in teaching-learning. The college has Arts faculty, Marathi medium and having the rural presence, some shortcomings cannot be ruled out. But innovative ideas and methodologies are always welcomed. The blend of the following methods is being used in the academic teaching-learning, co-curriculum and extra-curriculum activities promote life-long learning among the students. The intellectual stimuli to nurture critical thinking and creativity among the students is provided through a multi-prolonged learning, Demonstration method, Students seminar, Guest Lectures, Workshops, College Magazine and Wall Paper.

- **Presentation:** Students present presentation of assignments in seminars.
- **Co-operative Learning:**
 - It involves small group of students working together to accomplish a learning task.
 - The co-competitions extension activities such as debates, extracurricular activities such as cultural/sports activities.
 - Competitions extension activities such as, N.S.S. activities are undertaken by the college to develop participatory learning.
 - Educational tours also help the students for innovation and creativity knowledge.
 - The ICT is used in teaching-learning process for watching drama on L.C.D.
 - LCD Projectors are used in teaching-learning process.
- **Discussion:** An issue is presented and the students share their views about it.
- Workshops are conducted by students with peers. The peers then shared their feedback over it.
- Students challenge each others during debate.
- **Demonstration:** Demonstrations are ways to involve students.
- **Role Play:** Role playing allows the students to try out the experience.
- **Q & A:** A session allows the students and facilitators to learn more from each-other.
- **Problem:** Problem it might be a part of a problem. Students find solutions.
- **Competitions:** Students are engaged in competitions at college level. This allows them to interact with others around them.
- Computers with internet facility and a free Wi-Fi facility for teachers and students are also available.
- Department of Home-Economics facilitates nutritional food through students on no loss no profit base to create awareness about nutrition value in food.
- The talent of students is appeared in the college annual magazine.
- Various extra-curricular activities are conducted to sharpen the skills of the students. Educational tours, classroom workshops and seminars are part and parcel of enrichment programme.
- Critical thinking is one of the important aspects to nurture students as a life-long learners and thinkers. A range of classroom and campus activities are arranged to imbibe critical thinking. Pair-share learning practice allows students to spend time with their co-students. Senior students are

encouraged to interact with their juniors, understand their problems and provide them necessary guidance with the help of teachers.

- The institution stimulates creativity in students by giving them a range of challenging activities. While the help of extension activities conducted by N.S.S. department cultural activities like Annual Day Function and finally wide range of academic activities to enhance scientific temper among the students.

2.4 Teacher Profile and Quality

2.4.1

Average percentage of full time teachers against sanctioned posts during the last five years

Response: 70.91

File Description	Document
Year wise full time teachers and sanctioned posts for 5 years	View Document
List of the faculty members authenticated by the Head of HEI	View Document
Any additional information	View Document

2.4.2

Average percentage of full time teachers with Ph.D. during the last five years

Response: 24.76

2.4.2.1 Number of full time teachers with Ph.D. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	2	1	1

File Description	Document
List of number of full time teachers with PhD and number of full time teachers for 5 years	View Document
Any additional information	View Document

2.4.3

Teaching experience per full time teacher in number of years**Response:** 7.78

2.4.3.1 Total experience of full-time teachers

Response: 70

File Description**Document**

Any additional information

[View Document](#)**2.4.4****Percentage of full time teachers who received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the last five years****Response:** 0

2.4.4.1 Number of full time teachers receiving awards from state /national /international level from Government recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Institutional data in prescribed format

[View Document](#)**2.4.5****Average percentage of full time teachers from other States against sanctioned posts during the last five years****Response:** 0

2.4.5.1 Number of full time teachers from other states year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of full time teachers from other state and state from which qualifying degree was obtained	View Document

2.5 Evaluation Process and Reforms

2.5.1

Reforms in Continuous Internal Evaluation(CIE) system at the institutional level

Response:

Internal Quality Assurance Cell has been established in the college and every activity is monitored through it. As a continuous internal evaluation, the college has taken measures to enhance the quality of higher education. The institution has taken many initiatives in post- accreditation period to enhance quality of higher education. The Annual Programme Plan chalked out at the end of each academic session by every department set out the plan of evaluation process which is communicated to the IQAC and the same is included into the academic calendar for the next session.

- At the beginning of the academic session, every department conducts an orientation programme in which the plan of evaluation process is informed to the students.
- The tentative time and dates of the Unit Test and other exams are also communicated through the Notice Boards and oral intimation.

Evaluation Reforms of College:

- The college conducts internal examinations for each semester and the marks of internal examinations are sent to university.
- The schedule of both the internal examinations is displayed in advance at the beginning of semester. Internal examinations are conducted and the departments set their own question papers and conduct the examinations.
- The college follows the evaluations method of the university.

Institution ensures effective implementation of the evaluation reforms of the university:

- The institute is affiliated to R.T.M.N.U.N. and the evaluation is conducted and governed as per the university rules and regulations.
- Students are shown their assessed answer sheets. Any doubt about evaluation is made clear to the students and they are satisfied by the evaluation process.
- All record of examination i.e. answer sheets, mark sheet are maintained in the college.
- The students are encouraged and consulted for better performance in the next examination.

The evaluation reforms and approaches introduced by the institution are tackled in following way.

- Unit tests and practice test examination at college level are conducted.
- Sports events are conducted yearly.

- Cultural activities are carried.
- Debates, Quiz, project work assignments oral presentations aptitude test, report on study tours are conducted for formative education.
- Student actively participated in various events.
- The answer sheet of pre-final examination of the student with good score is discussed and show in the class to the other students so they get motivated to perform better next time.
- Practical are conducted as per the University schedule.
- Seminar presentation and viva whenever necessary are conducted to evaluate students.
- Submission of internal assessment record is a continuous process to evaluate student performance.

2.5.2

Mechanism of internal assessment is transparent and robust in terms of frequency and variety

Response:

Mechanism of internal assessment for the improvement of students' performance and quality of teaching-learning is monitored and evaluated in a structural fashion by Principal, IQAC, Teachers themselves, Students and Parents Feedback. A step by step internal assessment is transparent and robust for effective teaching-learning process and overall development of students is made by the institution by using following tools.

- The daily diary maintained by the teachers is a tool for the teacher about course coverage and completion. The Principal also verifies the daily diary periodically while signing it.
- The student feedback forms are analysed and conveyed to the principal who then talks to the concerned teacher with the suggestions and comments in the student feedback.
- Internal assessment at college level is compulsory. The student's performance, achievement of learning objective and planning is indicated by their assessment. The examination cell ensures fairness in the evaluation. The students are shown their assessed answer sheets. If students have any doubt about the assessment, it is immediately made clear by the concerned faculty. Hence, they get satisfied by the evaluation process.
- Teachers assign work to the students as home-task. They also assess the academic development of the students through their presentation in the seminars/viva-voce and assignment.
- The individual teachers resolve instantly grievances of students at college level. The answer books of the test exam are returned to the students with some suggestions by the teachers for their further academic progress.
- Internal examinations are conducted. After completion of the internal examinations, marks are consolidated and are sent to university.
- The students are apprised beforehand and especially at the time of process and the marks distribution for the same. The internal assessment parameters are chalked out about course and the programme. Illustrative cases on the point are internal evaluation parameters of UG as per University guidelines.
- There is a provision of 20% internal marking under the semester pattern at B.A. level. Proper analysis of parameters like test, responsible behaviours of the students, attendance, seminars, assignments and presentations are done and internal marks fairly allotted to the students by

respective faculty, and to send university.

- There is a provision of incentive marks by the university for participating and performing in N.S.S and Department of Life Long Education Extension. Depending on their performance at college level, university level and state level the marks are given.

2.5.3

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

Response:

The examination committee has been established by the college that provides all the attention for the university exams. Evaluation reforms by the institute have limitations as the examination system is governed by the university norms if any reforms are initiated university is conveyed by faculty.

Redressal of Grievance at College Level:

- The subject teacher attends the grievances regarding evaluation at first. If not satisfied, the students matter is referred to the examination committee for final decision under the supervision of principal.
- Provisions for examination related grievance are placed the institution takes the following measures to resolve grievance transparently and fairly. Unit tests and practice test examination are conducted on complete syllabus before commencement of university examination.
- If the student caught copying/cheating in the examination, they are dealt with justifiably. Materials of cheating are confiscated and their records are maintained. The students are give opportunity to clarify their positions.

Redressal of Grievance at University Level:

As for grievances the evaluation at university level, the student has to submit an application to the university along with the prescribed fees within the duration announced by the university. After reevaluation, the university communicates the result to the student. The students are made aware of the fact that they have a right to revolution and, they can obtain photo-copies of their answer-books.

2.5.4

The institution adheres to the academic calendar for the conduct of CIE

Response:

The institution has been preparing the college Academic calendar in consonance with the academic

calendar of University. The IQAC has been established in 2016, since the academic calendar is prepared with the decisions taken by IQAC. Detailed information about the evaluation methods and the examination schedule is given in the prospectus from the time of their admission in a course and also in the Academic Calendar at the beginning of a session.

- In the beginning of the session the academic calendar committee prepares a calendar for the session and forward for the approval of IQAC. IQAC studied over it and approve it. Proper implementation of the calendar done by committee.
- College Exam, Class Test and Unit Tests are conducted as per the academic calendar.
- Subject wise results are declared.
- Answer books are given to students to look into the mistake.
- Information and instructions are given to students to improve the writing and mistakes in particular subject.
- The performance of the students are also assessed through regular participation in Co-curricular, extra-curricular activities and other competitions.
- The Institution always strives to adhere to the academic calendar and to bring positive changes and development for continuous internal evaluation.

File Description	Document
Any additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Program outcomes, program specific outcomes and course outcomes for all programs offered by the Institution are stated and displayed on website and communicated to teachers and students

Response:

The detailed information of POS, COS and PSOS offered by the institution are uploaded in the institutional website. The syllabus of each programme prepared by the affiliating university is followed by the institution. It is communicated to the students by the teachers. The teachers also communicated the students to the specific areas of which they are going to gain knowledge further. The teachers of every department instruct the students are instructed by the teachers, what they are supposed to obtain at the end of the session. The institution aims at bringing the best out of an ordinary student. In the staff meeting the teachers are made aware of their responsibility in improving the COs, POs outcome of the institution. The programme outcomes of all the subjects are clearly made known to the student. In this regard the student's doubts and confusions are clarified by the teachers. Throughout the programme duration through various tests and examinations their attainment is assessed and suggestions for improvement are given.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

2.6.2

Attainment of program outcomes, program specific outcomes and course outcomes are evaluated by the institution

Response:

The college evaluates the attainment of programme outcome and course outcomes. Regular classes as per the time-table are held for completion of the curriculum. The principal monitors the classes as and when necessary. The principal keeps a watch on the teaching process. Teaching materials and notes are provided to the students for better learning. Discussions with the students inside the class and test examination help us to assess the learning outcome of the students. The IQAC decided to start extra coaching classes for COs POs, and it is evaluated by IQAC. Class test, Unit Test, college examinations are taken according to the schedule set by the university. Course curriculum of the affiliating university is strictly followed by the institution. The answer books of internal examinations and tests are shown to the students and they are made known of their shortcomings in their answer. They are advised as to how they can improve their answer. The answer books of the students are valued and marks are given. Finally the year end examination conducted by the affiliating university reflects the attainment gained by the students.

The college takes all steps to make the students come up to that specified standard by passing the qualifying examination. The institution organizes seminars and workshop for personality development of the students. Sometimes, the speech of guest speakers inspires the students to adopt certain values and ideology, which are the attributes of a graduate for COs, PSOs and POs. However, Home-Economics department helps the students learn some of the basic skills like stitching knitting, embroidery etc. that will make them self employed after the completion of their study. The subject has an economic relevance in the sense that some students earn while they learn. The institution takes some initiative to inculcate among the students research aptitude thorough social survey under the department of sociology. Lastly, Principal evaluates properly POs, PSOs and COs,

The affiliating University conducts examinations as per semester and annual pattern through which the institution measures programme outcomes based on the course attainment level fixed by the programme. It is a direct evaluation process.

Internal assignments are given to the students with the purpose that students will refer the text books and reference books to find out the best answers and understand the expected objectives of the given assignments. The assignments are given mostly aligned with Programmed Outcome of the respective subject. External Assessment is evaluated by external experts appointed by University through Viva and practical record book.

File Description	Document
Link for Additional Information	View Document

<p>2.6.3</p> <p>Average pass percentage of Students</p> <p>Response: 41.88</p>	
<p>2.6.3.1 Total number of final year students who passed the examination conducted by Institution.</p> <p>Response: 49</p>	
<p>2.6.3.2 Total number of final year students who appeared for the examination conducted by the institution</p> <p>Response: 117</p>	
File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.7 Student Satisfaction Survey

<p>2.7.1</p> <p>Online student satisfaction survey regarding teaching learning process</p> <p>Response: 3.53</p>

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

Grants for research projects sponsored by government/non government sources such as industry ,corporate houses, international bodies, endowment, chairs in the institution during the last five years (INR in Lakhs)

Response: 0

3.1.1.1 Total Grants for research projects sponsored by the non-government sources such as industry, corporate houses, international bodies, endowments, Chairs in the institution year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

List of project and grant details

[View Document](#)

3.1.2

Number of research projects per teacher funded, by government and non-government agencies, during the last five year

Response: 0

3.1.2.1 Number of research projects funded by government and non-government agencies during the last five years

3.1.2.2 Number of full time teachers worked in the institution during the last 5 years

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations including incubation centre and other initiatives for creation and transfer of knowledge

Response:

Innovation and creativity are the key concepts in quality enhancement in higher education. The institution conducts an under-graduate course in Arts and Social sciences. The institution is situated in a

rural and tribal area where majority of the population is illiterate and socially and economically backward. Our students are mainly first generation learners. Innovation and creativity are new and unfamiliar to them. The college is the only place for them to come together and read and write. Hence, there is a lot of scope for the institution to create and innovate new methods of doing things and spread it to the student community. We have tried to make the institution an incubation center for discussing and understanding universal human values mainly contained in the subjects taught.

1. Centre for Literature Studies: This is a small center at the institution where modern trends and experiments in Marathi literature and English literature are discussed.
2. The institution organizes programs in the adjoining villages with the help of the Gram Panchayat to transfer the information collected.
3. Access of information through the internet with the help of computer is an innovation that is taught to the rural students. The transfer of values and knowledge is done through ICT enabled methods.
4. To provide common facilities to incubate viz. Office support, equipment support and technology support.
5. To give Training, counsel, guide and mentor for setting up of the enterprise.

Case Study of an ecosystem developed and deployed in the college:

In order to incorporate the effective Ecosystem, college has decided on the production of the vegetables like Spinach, Methi and Tomatoes. College produces vegetables in the land space available behind the college building.

Vermi Composting:-

In college campus ground one bed of 4x6 feet size is constructed. In this bed different layer of organic waste material along with soil are filled. The waste material produced from college like garden plant residue, pages, plant life fall etc. is used for vermin composting as a raw material. By continuous watering on repeated days under shadow condition within three months period good quality with fine particles was produced. About one quintal is produced from each bed.

Steps involved in the production of different vegetable in Kitchen Garden (Parasbag) like Spinach, methi and tomatoes are following:

1. Loosening of soil by digging down deeply.
2. Making different layers of soil.
3. Applying manure and compost. We don't use fertilizers.
4. Selecting of good varieties of seeds.
5. Put the seeds into the layers of the soil.

6. Watering of the soil and later to the plant.
7. Needful Manures applied.
8. Removal of weeds regularly done.
9. Harvesting of the vegetables.
10. Rotation of the crops in the different soils.

3.2.2

Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the last five years

Response: 0

3.2.2.1 Number of workshops/seminars conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
List of workshops/seminars during the last 5 years	View Document

3.3 Research Publications and Awards

3.3.1

The institution has a stated Code of Ethics to check malpractices and plagiarism in Research

Response: No

File Description	Document
Institutional data in prescribed format	View Document

3.3.2

The institution provides incentives to teachers who receive state, national and international recognition/awards

Response: No

3.3.3

Number of research papers per teacher in the Journals notified on UGC website during the last five years

Response: 0.02

3.3.3.1 Number of research papers in the Journals notified on UGC website during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
1	0	0	0	0

File Description

Document

List of research papers by title, author, department, name and year of publication

[View Document](#)

Any additional information

[View Document](#)

3.3.4

Number of books and chapters in edited volumes/books published and papers in national/international conference proceedings per teacher during the last five years

Response: 4.1

3.3.4.1 Total number of books and chapters in edited volumes / books published, and papers in national/international conference-proceedings year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	9	7	6

File Description

Document

List books and chapters in edited volumes / books published

[View Document](#)

Any additional information

[View Document](#)

3.4 Extension Activities

3.4.1

Extension activities in the neighbourhood community in terms of impact and sensitising students to social issues and holistic development during the last five years

Response:

Response:

NSS promotes the participations of students in extension activities. The spirit in participating in national and social agencies is boosted by creating awareness in the minds of the students. The NSS volunteers, through their activities create a remarkable work in the annual village camp. The camp program includes a number of community activities such as, farmers meet, women empowerment, meet to veterinary department, health camps etc. The motto of camp creating awareness among the farmers not to commit suicide due to crop failure. The social awareness is increased by NSS camp. The NSS unit of the institution works tirelessly in this direction which helps the institute promote students engagement with the community oriented services with the community oriented services. Population education club also contributes in societal commitments.

Population Awareness Drives:

- World Population day: 11th July of every year is celebrated by college.
- International Literacy Day: 8th September of every year is celebrated by college.

Environment Cleanness of Atmosphere:

Proper management of Waste Materials, Plastic and cleanness of Campus Atmosphere Programme are organised by NSS to awareness of cleanness to students at college level. Also teachers participate in these programs and work properly and guidance to people about pollution of waste plastic and waste materials.

Tree Plantation:

Tree plantation programme is organised in the college each year for awareness and likeness of trees to students. Now the campus of college is covered by trees.

Water Harvesting:

Water harvesting management is available in the college. In this process raining water is managed properly in the very small well. This water properly managed in the soil, through it, the land. Through it, water problem is solved of villages. This projects is understood to students for awareness of water management.

Literacy Awareness:

- Students meet to people at village and they aware about literacy, for it, NSS, Adult Education Organise Programmes.
- International Literacy Day, Eloquence Competition: Life and Education's seminars are organised in the college.

Blood donation Camp:

NSS department programmes inculcate civilized notion in students. The institution actively promotes extension activities such as Blood Donation Camp. Blood Donation Camp is organised by Rural Government Hospital, Wadner and NSS Department of college on 'Youth Day' on 12 January each year.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

3.4.2

Number of awards and recognition received for extension activities from Government /recognised bodies during the last five years

Response: 0

3.4.2.1 Total number of awards and recognition received for extension activities from Government /recognised bodies year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Number of awards for extension activities in last 5 years	View Document

3.4.3

Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the last five years

Response: 10

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with Industry, Community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
Reports of the event organized	View Document
Number of extension and outreach programs conducted with industry,community etc for the last five years	View Document

3.4.4

Average percentage of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the last five years

Response: 22.94

3.4.4.1 Total number of students participating in extension activities with Government Organisations, Non-Government Organisations and programs such as Swachh Bharat, Aids Awareness, Gender Issue, etc. year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
137	107	120	140	140

File Description	Document
Report of the event	View Document
Average percentage of students participating in extension activities with Govt. or NGO etc.	View Document

3.5 Collaboration

3.5.1

Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job

training, research, etc during the last five years**Response: 0**

3.5.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the-job training, research, etc year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of Collaborative activities for research, faculty etc.

[View Document](#)**3.5.2****Number of functional MoUs with institutions of National/ International importance, Other Institutions, Industries, Corporate houses etc., during the last five years (only functional MoUs with ongoing activities to be considered)****Response: 0**

3.5.2.1 Number of functional MoUs with institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years (only functional MoUs with ongoing activities to be considered)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years

[View Document](#)

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The institution has adequate facilities for teaching- learning. viz., classrooms, laboratories, computing equipment, etc.

Response:

The institution has adequate facilities for teaching-learning performance. The institution has its own newly constructed building in a sprawling campus of 2.25 acres. The building complies with the minimum requirements for the building and accommodation necessary for a single-faculty. There are six classrooms. Out of these, two classrooms are ICT enabled with projectors. There is one seminar hall. There is a common room for girls. The library is furnished. The librarian(temporary) has one computer and printer. The library attendant has one computer. There are ten computers with high speed internet connectivity for students and teachers in the library. Reprographic facility (Xerox) is provided to students and teachers. Wi-Fi facility is available in the institution. Those teachers with smart phones are exclusively allowed to use Wi-Fi facility. Two laptops are used as teaching tools by the teachers. Two computers are used in administrative office. Ten computers are used in reading hall for students.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.1.2

The institution has adequate facilities for sports, games (indoor, outdoor),gymnasium, yoga centre etc., and cultural activities

Response:

Games and Sports

The institution has limited facilities for sports, games and cultural activities. The outdoor games played by the students are (a) Volleyball (b) Kabbadi (c) Kho-Kho and (d) Badminton. In Athletics, facilities for Field Events like Short Put, Long Jump, Discus Throw and Javelin Throw are available. The institution has also facilities for indoor games like Chess, Caroms and Yoga practice. The institution, every year, organizes sports days in the college.

Cultural Activities:

Institute has a large Cultural hall/Seminar hall with seating capacity of more than 200 students. It is equipped with LCD Projector, audio system and internet facilities. All the cultural activities in the

Institution are conducted under the banner of 'Yuva Sfurti Mahotsav'. Students are very much encouraged to participate in the various cultural events and competitions held in the college like speech competition, debate competition, elocution competition, mehendi competition, dish decoration competition, salad decoration competition, flower arrangement competition, singing competition, costume competition, rangoli competition, fashion show competition, slogan competition, Anand Mela, Farewell etc. The institution gives ample opportunity to explore and display the artistic talents of the students through these cultural events.

4.1.3

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

Response: 28.57

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 2

File Description	Document
Number of classrooms and seminar halls with ICT enabled facilities	View Document
Link for additional information which is optional	View Document

4.1.4

Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.

Response: 10.28

4.1.4.1 Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
12.61	9.12	2.46	0.71	2.74

File Description	Document
Details of budget allocation, excluding salary during the last five years	View Document
Audited utilization statements	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated using Integrated Library Management System (ILMS)

Response:

Central Library:-

The Library as a Knowledge Resource Centre is the soul of the college and treasure house of knowledge and information for the educational, social and Cultural development of the college. Library is the essential and integral part of our institution. The library is holding books (textbooks, reference books), Journals, Periodicals, Newspapers and other learning resources. The institution has purchased software for Library Management System and it will be installed very soon. The students are also provided with the Wi-Fi facility in the library and they can search required study material from various sites and get printouts of the desired material.

Profile of the Library:-

Library Timing: 07.15 am to 03.15 pm. Total Carpet area of the library is 400 sq. ft. Library has good collection of books on academic subjects viz- Marathi, Marathi Literature, English, English Literature, History, Economics, Home- Economics, Political Science, Sociology, Physical Education, Competitive Exam and other miscellaneous subjects etc. Library is administrated by the librarian and assists with library attendant. Programmes are celebrated by Library Department:-

a).12th Aug – Dr. Ranganathan Birth Anniversary as a Librarian Day.

b).15th Oct – Dr. A.P.J. Abdul Kalam Birth Anniversary as a ‘Vachan Prerana Din.’

1. Reprography Service – Xeroxing, scanning and printing facility are available.
2. Internet Facility – There are 10 computers for the students, as they can access and download information of their topic or interest subject.
3. Reading Room Facility – Capacity of reading room facility is 100 students and 9 lecturers.
4. Information Display and Notification – Under this service library periodically display list of new arrivals, career related articles (information) on the notice board in the library.

File Description	Document
Any additional information	View Document
Link for Additional Information	View Document

4.2.2**Collection of rare books, manuscripts, special reports or any other knowledge resources for library enrichment****Response:**

The institution has a well-furnished library with sufficient numbers of books. At present the library has 2134 books and subscribes to various journals and periodicals. This college is situated in economically backward area, many students are cannot afford to buy books. They completely depend on the college library for their studies. Apart from the academic books, there are many books which are useful for competitive exam purposes. There are several manuscripts available in library. Many books on literature and poetry are available in the library. Many journals have been subscribed in the library. There are many books available on Marathi, Marathi Literature, Economics, History, English Grammar, English, English Literature, Sociology, Political Science and general Knowledge. The students are also provided material with the Wi-Fi facility in the library and they can search required study material from various sites and get printouts of the desired. The institution has purchased software for Library Management System and it will be installed very soon.

File Description	Document
Any additional information	View Document

4.2.3**Does the institution have the following:**

- 1.e-journals**
- 2.e-ShodhSindhu**
- 3.Shodhganga Membership**
- 4.e-books**
- 5.Databases**

Response: E. None of the above

File Description	Document
Details of subscriptions like e-journals,e-ShodhSindhu,Shodhganga Membership etc	View Document

4.2.4

Average annual expenditure for purchase of books and journals during the last five years (INR in Lakhs)

Response: 0.23

4.2.4.1 Annual expenditure for purchase of books and journals year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.61160	0	0	0.54560	0

File Description	Document
Details of annual expenditure for purchase of books and journals during the last five years	View Document
Audited statements of accounts	View Document

4.2.5

Availability of remote access to e-resources of the library

Response: No

4.2.6

Percentage per day usage of library by teachers and students

Response: 8.39

4.2.6.1 Average number of teachers and students using library per day over last one year

Response: 59

File Description	Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities including Wi-Fi

Response:

The institution has adequate IT facilities and internet facilities for its smooth functioning. There are 7 Desktop Computers and 3 Laptops in the institution. One desktop and one laptop are used for administrative support in the office. One laptop is used in the Principal's Office. Two desktop computers are used in the library. All these computers are attached to printers. Ten desktop computers with internet facility are made available exclusively to the students. Personal Laptops are used by the Teachers for ICT enabled teaching. One Scanner and Photocopy Machine are used in the Administrative office. One more independent scanner is also used in the teaching staffroom. One more independent Photocopy machine with high speed is also used in the office. All these Scanners and Photocopy machines are attached to computers. The institution has two Modems of Jio for providing Wi-Fi facility in the campus. The institution has < 5 MBPS bandwidth of internet connection by the BSNL internet providers. There are two classrooms with roof mounted LCD projectors with screens for ICT enabled teaching. The institution also has an inverter for power backup. For the stabilization of the voltage, the institution has UPS connected to computers. There are ten computers for students.

4.3.2

Student - Computer ratio

Response: 69.4

File Description	Document
Any additional information	View Document

4.3.3

Available bandwidth of internet connection in the Institution (Lease line)

Response: <5 MBPS

File Description	Document
Any additional information	View Document

4.3.4

Facilities for e-content development such as Media Centre, Recording facility, Lecture Capturing

System (LCS)**Response:** No

File Description	Document
Facilities for e-content development such as Media Centre, Recording facility,LCS	View Document

4.4 Maintenance of Campus Infrastructure**4.4.1**

Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

Response: 15.75

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

2017-18	2016-17	2015-16	2014-15	2013-14
8.66	5.02	9.00	9.51	4.32

File Description	Document
Details about assigned budget and expenditure on physical facilities and academic facilities	View Document
Audited statements of accounts.	View Document

4.4.2

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

Response:

The institution has its own mechanism for the maintenance and the upkeep of the infrastructure facilities and equipment's of the college. The infrastructure maintenance committee has been already established which oversees the maintenance and up-gradation of the infrastructure facilities available in college. The following infrastructure facilities are very well maintained and taken care of.

1. Laboratory – As our college has only arts faculty under which the subject like Compulsory English, English Literature, Compulsory Marathi, Marathi Literature, Sociology, Economics, Home- Economics,

Political Science and History are taught. The institution has Home Economics Laboratory which is enabled with enough equipment.

2. Library – We have already formed Library Advisory Committee. Its periodic meetings are held and detail discussion is done regarding the maintenance and smooth conduct of library. The librarian (temporary) gives the information regarding the old books which are to be given for binding. The Principal approves it and orders the librarian to give it for binding. Similarly, equipments which are to be maintained are considered and proper steps are followed.

3. Sports Complex – We have already formed Games and Sports Committee. Its periodic meetings are held and detail discussion is done. Physical Director is instructed to maintain grounds. He also gives the list of sports materials which are to be repaired. If possible they are repaired.

4. Computer – Computer are checked every now and then. The institution calls local IT experts for maintenance of IT infrastructure.

5. Classrooms – Classrooms are kept clean. Everyday our peons clean them. Furniture is also cleaned. LCD projectors are checked and if there is a problem Infrastructure Committee holds the meeting and after that takes care of it. Similarly furniture is repaired by the local carpenter.

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

Response: 78.79

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
430	491	524	356	467

File Description

Document

Upload self attested letter with the list of students sanctioned scholarships

[View Document](#)

Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years

[View Document](#)

Any additional information

[View Document](#)

5.1.2

Average percentage of students benefited by scholarships, freeships, etc. provided by the institution besides government schemes during the last five years

Response: 0

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution besides government schemes year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.1.3

Number of capability enhancement and development schemes –**1.For competitive examinations****2.Career counselling****3.Soft skill development****4.Remedial coaching****5.Language lab****6.Bridge courses****7.Yoga and meditation****8.Personal Counselling****Response:** C. Any 5 of the above

File Description	Document
Details of capability enhancement and development schemes	View Document
Any additional information	View Document

5.1.4**Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years****Response:** 6.89**5.1.4.1** Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
110	80	40	0	0

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	View Document
Any additional information	View Document

5.1.5

Average percentage of students benefited by Vocational Education and Training (VET) during the last five years

Response: 0

5.1.5.1 Number of students attending VET year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of the students benefited by VET	View Document

5.1.6

The institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

Response: Yes

File Description	Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1

Average percentage of placement of outgoing students during the last five years

Response: 20.89**5.2.1.1 Number of outgoing students placed year-wise during the last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
4	2	3	2	6

File Description**Document**

Self attested list of students placed

[View Document](#)

Details of student placement during the last five years

[View Document](#)**5.2.2****Percentage of student progression to higher education (previous graduating batch)****Response:** 34.69**5.2.2.1 Number of outgoing students progressing to higher education**

Response: 17

File Description**Document**

Details of student progression to higher education

[View Document](#)

Any additional information

[View Document](#)**5.2.3****Average percentage of students qualifying in State/ National/ International level examinations during the last five years (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil Services/State government examinations)****Response:** 0**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations) year wise during last five years**

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

5.2.3.2 Number of students who have appeared for the exams year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of students qualifying in state/ national/ international level examinations during the last five years

[View Document](#)

5.3 Student Participation and Activities

5.3.1

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) during the last five years.

Response: 0

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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description**Document**

Number of awards/medals for outstanding performance in sports/cultural activities at national/international level during the last five years

[View Document](#)

5.3.2

Presence of an active Student Council & representation of students on academic & administrative bodies/committees of the institution

Response:

As per Maharashtra University Act, Students Council is formed every year. It's meetings are regularly conducted and as per minutes of the meetings activities are planned and implemented. The secretary of the committee is elected by member of students' council. The name of the elected secretary is forwarded to the director of the student's welfare department of R.T.M. Nagpur University Nagpur. Self administrative program is organized on 5th September (Teacher's Day), where students themselves take part in college administration, teaching process and other activities. Various cultural programs are planned and organized. College picnic is organized with the help of students council. The institution organizes the program of celebration of Independence Day each year. It is the first when University representative of our college Ku. Vijayanti V. Mandekar saluted the National Flag and thus, we celebrated Independence Day on 15 August 2017 in the college.

Our college has formed Student Welfare and Council Committee at college level. The composition of this Committee is given below:

- 1) Principal - Chairman
- 2) N.S.S. Program Officer - Member
- 3) One senior teacher nominated by Principal - Member
- 4) Sports Teacher - Member
- 5) Cultural Program Officer - Member
- 6) Two Student Representative - Members
- 7) Student Welfare and Council Committee - Co-ordinator

The student council is formed with the motto to find out the solutions and eradicate the problems which created in the college campus.

We have committees, which are important for smooth conduct of administration. Students are members of many committees as well as the Board of Study of all Subjects, who take active part in administrative and academic activities.

Prominent committees/cells, where students are members:

- College Development Committee.
- IQAC Cell.
- Cultural Committee.
- Games and Sports Committee.
- Department of Lifelong Learning & Extension Committee.
- Women Education Committee.
- Competitive Exam Committee
- Career Counseling Committee.
- Environment Committee.
- Library Advisory Committee.
- Discipline Committee.
- Anti-ragging Committee.
- Grievance Redressal Cell.
- Women Sexual Harassment Committee.
- Computer Training Committee.
- Caste Discrimination Redressal Committee etc.

File Description	Document
Any additional information	View Document

5.3.3

Average number of sports and cultural activities/ competitions organised at the institution level per year

Response: 14.8

5.3.3.1 Number of sports and cultural activities / competitions organised at the institution level year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
16	15	14	15	14

File Description	Document
Report of the event	View Document
Number of sports and cultural activities / competitions organised per year	View Document

5.4 Alumni Engagement

5.4.1

The Alumni Association/Chapters (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years

Response:

Alumni association is an important part of our institution's advancement activities and they contribute significantly. Alumni are most loyal supporters of our institution. Its meetings are regularly conducted. They discussed about the development of college. Alumni are fund-raising prospects. They are planning to support the college by providing funds. Alumni generate invaluable word-of-mouth marketing among their social and professional networks about the institute. By engaging alumni, our institution is benefitting from their skills and experiences. Alumni are great role models for current students and are often well placed to offer practical support to students as they start their careers. Alumni are often in the position to engage the expertise of the institution in their professional lives. Alumni are ambassadors. They spread their knowledge of our institution to their hometowns and their workplaces and into their professional and social networks. Institution maintains communication channels with alumni and keep

them informed of institutions achievements and make them part of institution's future, not just its past. Frames of legends, books, tree plantation, computers, workshops, dustbin and water -can are some of their notable contributions

File Description	Document
Link for Additional Information	View Document

5.4.2

Alumni contribution during the last five years(INR in Lakhs)

Response: <1 Lakh

File Description	Document
Alumni association audited statements	View Document

5.4.3

Number of Alumni Association / Chapters meetings held during the last five years

Response: 10

5.4.3.1 Number of Alumni Association /Chapters meetings held year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
2	2	2	2	2

File Description	Document
Number of Alumni Association / Chapters meetings conducted during the last five years.	View Document
Any additional information	View Document
Report of the event	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The governance of the institution is reflective of an effective leadership in tune with the vision and mission of the institution

Response:

Vision of Institution

- Impart quality education to rural and backward students to prepare ideal citizens.
- Achieve academic excellence.
- Inculcate sincerity, integrity and discipline.
- Train students for global competence.
- Enrich rural students in various fields by enhancing power within them.

Mission of Institution

- Strive for all around development of personality and character of students.
- Serve the community through extension activities.
- Inculcate sincerity, integrity and discipline.
- Strengthen the process of women empowerment.
- Create ambience for healthy teaching-learning process.
- Create an environment of respect and trust.
- Inculcate a sense of moral, social responsibility and national integrity among the students.

Objectives of Institution

- Provide opportunity of higher education for rural students.
- Ensure and inculcate perfect discipline.
- Enable students to face the challenges of the competitive worlds.
- Guide the students for all round development of their personalities.
- Impart value-based education to the students for creating leadership.
- Ensure that all students to develop various skills to succeed in their career.
- Help the students in discovering their latent talents and in flowering.
- Foster a strong sense of belongingness to institution.
- Create awareness of social responsibility among the students
- Motivate the students for participation in co-curricular and extra-curricular activities.

Management:

The management strives hard to implement the quality education in the Institutes. Management regularly interacts with principal and appraises the implementation process of excellence. The management provides a role of facilitator for implementation of various policies and plans decided by principal, faculty and IQAC. It makes the necessary provisions for providing the funding to maintain and improve

the quality on infrastructure, faculty's initiation for various activities, and teaching learning process. It motivates the Principal and faculty to develop vision for quality improvement in the field of education.

Principal:

The principal and the faculty experts prepare the academic and development policy of the Institute every year. Principal approves the plans for academic, teaching learning and research activities accordingly. The Principal is committed to planning and executing quality enhancement measures. The principal guides and directs faculty members in implementing quality plans and policy. He deputs the teachers for national and international seminars and workshops and teachers training programmes and invites renowned experts for guidance in specialized areas. The Principal plans the academic calendar, co-curricular, extra-curricular and cultural activities in the beginning of the academic year. The Principal implements effectively the co-curricular activities to develop the student's personality.

6.1.2

The institution practices decentralization and participative management

Response:

Decentralisation and participative management system is followed by the institution. The management and principal had formed Local Management Committee (LMC) which existed till the session 2016-17. As per the new guidelines, in place of Local Management Committee, College Development Committee (C.D.C) was expected to form. It was formed with the consensus of Management and Principal as per the norms of Maharashtra University Act 2016. The principal conducts the meetings focusing on curricular, co-curricular and extra-curricular activities. Principal assigns various activities to the heads and faculty. The heads and faculty is given complete freedom in implementation of the activities. The heads and faculty conduct department meetings and make the effective implementation. IQAC plays a vital role in the management of academic events organised in the college. Students actively participate in various activities. They are also members of various committees. Principal being the president of students council, considers the issues regarding students. For the academic leadership co-operation, co-ordination and contribution of teaching and non-teaching and the support of Management is very important. For the smooth working of the institution various committees are formed. The curricular, co-curricular and extra-curricular activities are planned and implemented by the various committees. The staff council meeting is held at the beginning of every academic session and various committees like admission committee, examination committee, cultural committee, discipline committee, study tour committee etc are formed and the staff members are made aware of the responsibilities of their respective committee. The formation of the committees and allocation of responsibilities is followed by monthly meetings between the committee members and the Principal. The institution practices decentralization and participative management. The Institution Practices decentralization and participative management. Every stake holder of the institution, teachers, non teaching staff and representatives of students take part in decision making. In staff council meetings, every participating staff is free to express his opinion freely. Every opinion and suggestions are taken into consideration while taking decision. The Principal gives complete autonomy to the heads of the departments in planning and implementation of teaching-learning process,

research, extension work academic and extracurricular activities. HODs have freedom to manage work load, time tables, and conduction of tests, seminars and conferences under the guidelines given by Principal. Students actively participate in various activities and events as a part of college activities. The college has its own building.

6.2 Strategy Development and Deployment

6.2.1

Perspective/Strategic plan and Deployment documents are available in the institution

Response:

The institution is successfully registered with the All India Survey of Higher Education (AISHE) Portal of MHRD, Govt. of India and has got its certificate and Id. Assessment and Accreditation process by NAAC is undertaken by the institution. Consequently, IQAC was constituted. A NAAC steering committee was constituted for preparing the SSR within the stipulated time schedule. The institution has submitted IQA and it has been accepted for the submission of SSR. The institution is also committed to enhance its academic excellence as a fulfillment of its vision and mission. We have planted trees in college campus and thus, institution has done process of Green Campus. To establish well furnished and ICT based classrooms was in strategic plan. We wanted classrooms to be ICT based. So the resolution was passed in IQAC meeting. Projectors and LCD are purchased in the session 2017-18, and two classrooms are ICT based. Teachers are using them in teaching learning process. To create social awareness among students and people about Indian Constitution, the resolution was passed in IQAC to organize a rally. Sanwidhan Jagruti Rally (Rally of Indian Constitution Awareness) was organized on 26 Jan, 2018 from college to Statue of Dr. B.R..Ambedkar in Wadner village. To introduce Post Graduate Courses in the subjects of Marathi, Political Science, Economics and History.

- Introduce some other career oriented courses and Add-on courses.
- Complete digitalization of the campus to be upgraded.
- Gymnasium facility to be upgraded.
- Advanced sport facilities to be upgraded.
- To establish computer laboratory.
- Certificate course in Spoken English to be commenced.
- Certificate course in Yoga and Meditation to be commenced.

File Description	Document
Strategic Plan and deployment documents on the website	View Document
Link for Additional Information	View Document

6.2.2

Organizational structure of the institution including governing body, administrative setup, and functions of various bodies, service rules, procedures, recruitment, promotional policies as well as grievance redressal mechanism

Response:

1. Governing Body.

The apex decision making body of the institution is the management consisting of the President, Vice-President, Secretary, Treasurer and other members. All the policy decisions in respect of academic and administrative matters of the institution are taken by apex body.

2. Local Management Committee / College Development Committee:

The second decision making body of the institution is the Local Management Committee which has been changed to College Development Committee from the session 2017-18 as per the guidance of Maharashtra State Government. It consists of representatives from the management, teaching and non-teaching staff, academician, social worker, industrialist, researcher, ex-student of the college and Principal. It has given wide powers in respect of evolving strategies to mobilize admission, preparation of annual budget, recommendation to the management about the strategies to improve the quality of teaching and learning. It also advises the Principal, if needed, in respect of intake capacity of various classes, preparation of time table, distribution of teaching workload, discipline of the college and various matters relating to the internal administration of the institution. The decision regarding recruitment is approved by College Development Committee and forwarded to Management for final approval.

3. The Principal:

The Principal, in collaboration with all the internal organizational mechanisms, evolves various academic and administrative strategies to transform vision and mission documents into a reality.

4. IQAC:

The IQAC has its own set to specific responsibilities to discharge. Committee-wise decentralization of work enables the administration to complete the assignments as per the Academic Calendar. It directs the various committees to take an action. Concerning Committees take the initiatives and complete the tasks given as per session.

5. Grievance Redressal Mechanism:

Three committees have been formed to redressed the issues.

- Anti-Ragging Committee
- Women Grievance and Redressal Committee
- Student Grievance Redressal Committee

File Description	Document
Any additional information	View Document

6.2.3

Implementation of e-governance in areas of operation

- 1.Planning and Development
- 2.Administration
- 3.Finance and Accounts
- 4.Student Admission and Support
- 5.Examination

Response: E. Any 1 of the above

File Description	Document
Details of implementation of e-governance in areas of operation Planning and Development,Administration etc	View Document

6.2.4

Effectiveness of various bodies/cells/committees is evident through minutes of meetings and implementation of their resolutions

Response:

The Local Managing Committee in its meeting held on 01/08/2015 vide item No.6 decided unanimously to start Certificate and Diploma courses in Agro Services. A resolution to this effect was passed. The chairperson gave necessary instructions to the Principal to initiate the process at the earliest. The minutes of the meeting were confirmed in LMC Meeting held on 01/08/2015. The Principal convened a meeting of the Staff Council and formed a committee to prepare the proposal to start Certificate Courses in Agro Services. The entire process consists of the following:

1. Constitution of the Committee.
2. Presentation of Report to the Principal.

2. Proposal was prepared at college.
2. Submission of proposal to R.T.M. Nagpur University..
4. Approval by R.T.M. Nagpur University.
5. Certificate Courses in Agro Services were started in college.

File Description	Document
Any additional information	View Document

6.3 Faculty Empowerment Strategies

6.3.1

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

Response:

The college management and Principal give complete support to the teachers as well as non teaching employees for joining orientation courses, refresher courses or short term courses. A teacher who wants to join professional development programme is given duty leave. The staff members get loan facility if they want according to the regulation given by college. The principal puts the signatures on loan forms and salary certificates are provided. The employees who want to take benefit of V.R.S. are permitted. Lien facility is provided if the employers want it for making better career. Medical reimbursement scheme is available for all staff members. The institution provides free uniform and washing allowance to its class IV employees. We give all employees free access to sports and game. The benefit of career advancement schemes are given to those who achieve academic milestones. Maternity leave and Paternity leave and other leave are granted as per the government norms.

6.3.2

Average 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

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of teachers provided with financial support to attend conferences,workshops etc. during the last five years	View Document

6.3.3

Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

6.3.3.1 Total number of professional development / administrative training programs organized by the Institution for teaching and non teaching staff year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description	Document
Details of professional development / administrative training programs organized by the Institution for teaching and non teaching staff	View Document

6.3.4

Average percentage of teachers attending professional development programs viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Program during the last five years

Response: 25.08

6.3.4.1 Total number of teachers attending professional development programs, viz., Orientation Program, Refresher Course, Short Term Course, Faculty Development Programs year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	1	1	3	4

File Description	Document
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers).	View Document
Details of teachers attending professional development programs during the last five years	View Document

6.3.5

Institution has Performance Appraisal System for teaching and non-teaching staff

Response:

The institution has a functioning Performance Appraisal system for the teaching faculty vide UGC Regulation dated 30th June, 2010 and subsequent Direction by RTM Nagpur University, Nagpur. Accordingly, the ever attentive administration monitors the academic and administrative activities of its employees. Each employee is duty bound to submit all inclusive Self-Appraisal form to the Principal on or before the last working day of every academic session. After receiving such a form, the confidential report of each employee is prepared by the administration. The Principal, if needed, advises the concerned employee to improve by giving suggestions. The Principal also observes the lectures of teachers and gives valuable suggestions to employees. Non-teaching employees are also given suggestions, so that there would be progress. The Principal takes adequate measures to ensure that the suggestions made are fulfilled. Annual increments, placement benefits, fixation of salaries and incentives for Ph.D. and M.Phil are given to employees with the seal and signature of the Principal. The Principal also conducts formal and informal meetings with teaching and non-teaching staff and detailed discussion is held regarding the performance of the employees.

6.4 Financial Management and Resource Mobilization

6.4.1

Institution conducts internal and external financial audits regularly

Response:

Internal Audit Mechanism

The internal audit of the institution is conducted by M/s A.A. Solao & Co. Chartered Accountant, Nagpur. (Maharashtra). The audited statement consists of the Auditor's Report and the statement of accounts. The accounting documents of the institution are regularly audited by the qualified Chartered Accountant.

External Audit Mechanism

The financial accounts of the institution are audited by the external agencies like Senior Auditor of

Higher Education Department. There were no major objections in both internal and external audit. The college follows rules and regulation of the Government.

6.4.2

Funds / Grants received from non-government bodies, individuals, Philanthropists during the last five years (not covered in Criterion III) (INR in Lakhs)

Response: 0

6.4.2.1 Total Grants received from non-government bodies, individuals, philanthropists year-wise during the last five years (INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	0	0	0

File Description

Document

Details of Funds / Grants received from non-government bodies during the last five years

[View Document](#)

6.4.3

Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

The institution has developed strategies for mobilizing resources and ensures transparency in financial management of institution. The institutional strategies for mobilization of funds are effective and full proof. The institution meets its own budgetary resources to complete its mission. The Grants and funds received under specific heads are utilized optimal for the respective heads; however minor funds and grants are mobilized as per requirement and are settled accordingly after fulfilment.

- Institutional budget is prepared by Principal every year taking into consideration of recurring and non-recurring expenditure.
- Accordingly, all the administrative and academic heads are requested to submit the budget required for the subsequent financial year. Along with this all coordinators of different cells viz., Research and development cell, Cultural and Game & Sports Department, NSS Department etc. are instructed to submit their budgetary requirements to Principal.
- All the major financial decisions are taken by the Institute's Local Managing Committee (LMC) and Governing Body of the institution.

All the major financial transactions are analyzed and verified by the government body under Different heads like-

- Research & Development
- E-resources and Internet charges.
- Library Books, Journals and Magazines.
- Repair & Maintenance.
- Stationery purchasing
- Equipment and Consumables.
- Furniture and fixtures.

The Institution adheres to utilization of budget approved for academic expenses and administrative expenses by management. The purchasing process is initiated by purchase committee which includes all head of departments and account officer; accordingly the quotations called and after the negotiations purchase order are placed. The payments is released after delivery of the respective goods, it is done as per the items and condition mentioned in purchase order. All transaction has transparency through bill and vouchers. The bill payments are passed after testing and verification of items. Financial audit is conducted by external agency.

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

Response:

Internal Quality Assurance Cell (IQAC) has been established in the institution. It always strives to quest for excellence in academic, administrative and student centric activities. It also works with institutional polices regard to quality assurance to make overall development and enhance quality of higher education. The IQAC functions with the perspective plan of Quality Assessment, Quality Sustenance and Quality Enhancement in institutional development. At the beginning of session IQAC along with all staff prepares academic planning, accordingly activities related to institutional development are assigned to respective, social, environmental, development and application of innovative practices prepared, contributed and significantly institutionalized by IQAC in terms of Quality Assurance. Following are the two examples of best practices institutionalized as a result of IQAC initiative:

Student Centric Activities for Student Support:-

The IQAC has highlighted the Student Centric Activity as a Student Support Services and for their overall development. For this activity institution invited renowned personalities in this field in order to guide & motivate student, following activities have been organized in the year 2017-2018.

- Skill development Program in collaboration with ITI, Wadner.
- Career Counselling and Personality Development by Mr. Anil Mankar.

- Workshop on Guidance to youth and Teenagers, Sex Education and Awareness Programme in collaboration with Rural Hospital, Wadner.

Environment Awareness Activities:-

IQAC formed common platform known as “Nature Club”(Nisarg Mitra Samiti) through which various activities related to environment consciousness conducted throughout the year 2017-2018.

- Birds Nesting: Artificial habitat for Birds.
- Compost Project.
- Water Harvesting.
- Tree Plantation.
- Awareness Programme to save Water, Save Paper, Save Electricity, Save Nature.

6.5.2

The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms

Response:

The Institution continuously reviews its teaching learning process, structures and methodologies of operations and learning outcomes at periodic intervals through IQAC setup as per norms set up by NAAC itself. The IQAC takes following steps in order to continuously review the teaching learning process:-

- Preparation of Action Plan with Academic Calendar.
- Distribution of Teacher’s Dairy and Daily Notes.
- Regular meeting with faculties to discuss all teaching-learning processes and difficulties faced with the same.
- Organization of guest lectures, workshop and seminars.
- Conduction of Unit tests, Practical, Internal Assignment, Terminal and Annual examination etc.

ICT Enabled Teaching

The detailed discussion was done regarding the teaching-learning process by the IQAC. The main emphasise was laid on ICT based teaching. All the members assured the teaching to provide required ICT facilities very soon. As per the decision, 2 LCD projectors along with screen are installed in the two classrooms and teachers are instructed to make use of them while teaching.

Action Plan with Teacher’s Dairy and Daily Notes:

The IQAC prepares Action Plan with Academic Calendar at the beginning of each session highlighting some important academic activities to be carried out throughout the year successfully. It is distributed along with Teacher’s Dairy and Daily Notes as the academic dairy is instrumental in getting a bird’s eye view of day-to-day conduct of teaching learning activities. The dairy contains activity reports with lesson

plan and daily notes. This initiative has positive impact on teaching-learning process.

6.5.3

Average number of quality initiatives by IQAC for promoting quality culture per year

Response: 3.2

6.5.3.1 Number of quality initiatives by IQAC for promoting quality year-wise for the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
9	7	0	0	0

File Description	Document
Number of quality initiatives by IQAC per year for promoting quality culture	View Document

6.5.4

Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements
2. Academic Administrative Audit (AAA) and initiation of follow up action
3. Participation in NIRF
4. ISO Certification
5. NBA or any other quality audit

Response: D. Any 1 of the above

File Description	Document
Details of Quality assurance initiatives of the institution	View Document

6.5.5

Incremental improvements made during the preceding five years (in case of first cycle)

Post accreditation quality initiatives (second and subsequent cycles)

Response:

The following incremental improvements were made.

Board of studies were formed by all departments and its meeting were held regularly. Guest Lectures and Seminars were organised. Lectures on “competitive Examinations” were organised. Lectures on “Employment opportunities” and “Personality Development” were organised. AIDS awareness programmes were conducted. Cultural programmes were organised. Special National Service camp was organised. A programme of tree plantation was conducted on ‘Raksha Bandhan’, Workshop on the Protection of Laws for womens, and Alumni and Parents meeting were organised.

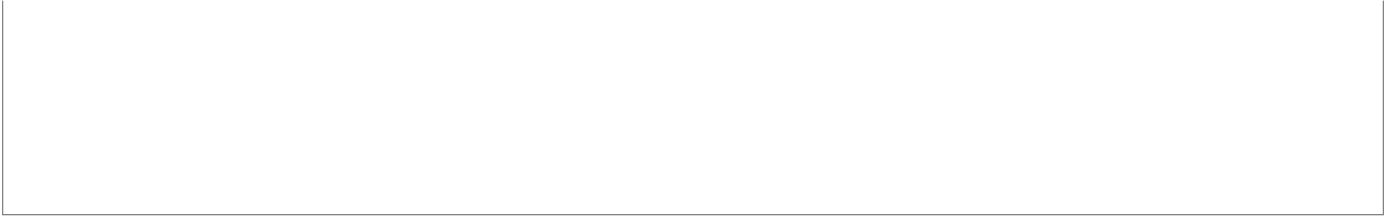
Various Committees were constituted for smooth conduct of administration as under:

1. Admission committee.
2. Prospectus committee.
3. Library advisory committee.
4. Academic calendar committee.
5. Anti Ragging committee.
6. Women Grievances Redressal cell.
7. Students Grievance Redressal cell.
8. Games and sports committee.
9. Anti Sexual Harassment Cell etc.

Various Courses were started in the institution.

1. Diploma Courses in Agro Services.
2. Beauty Parlour Courses
3. Still Photography course etc.

These Incremental improvements were made during the preceding five years.



Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Number of gender equity promotion programs organized by the institution during the last five years

Response: 17

7.1.1.1 Number of gender equity promotion programs organized by the institution year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
5	5	3	2	2

File Description	Document
Report of the event	View Document
List of gender equity promotion programs organized by the institution	View Document

7.1.2

1. Institution shows gender sensitivity in providing facilities such as:

1. Safety and Security

2. Counselling

3. Common Room

Response:

The institution being the co-education System shows gender sensitivity through its own system to treat student and staff at appropriate level. Male & Female Staffs are treated equally without gender bias. Staffs are given equal exposure to work culture and opportunities. Institution strongly opposes any form of gender discrimination. Similarly, the students are treated sympathetically with full understanding of their mind set. However the college always encourages and promotes education of girl students. It is equally important to spread awareness among young impressionable minds about the gender sensitivity.

Safety and Security

The Student and staffs being an integral part as the stakeholder, Institution concerns more about the safety and security in campus. The college is under the surveillance of CCTV Camera to check the illegal activities in the premises. The campus of college is covered by barbed wire fencing. The college has a facility of the separate toilets for female students and staff. Various committees and cell are constituted in this regards for the students and staff. Especially in the period of University examinations, the duties of police security are also deployed in the campus as per the University Rules. When girls are sent outside to participate in N.S.S. Camp or in other activities one Woman professor is sent as a caretaker. There are CCTV Cameras and Savitribai Phule Complaint Box in the college.

Various Committees for student support such as

- Anti Sexual Harassment of Women Committee.
- Anti-Ragging Committee.
- Student Welfare committee.
- Women Grievances Redressal Committee.

Counseling:

The Institution provides academic counseling round the year to enable students. The special counseling at the time of admission also provided to the students to opt the Subject of their concern. The concerted efforts are made by faculty members in providing information and guidance about for opportunities, employment news and other sources are regularly provided to find jobs to students. Apart from these all the faculties are assigned the duties of guardian lecturer to counsel the students as well as to rectify their issues related to admission, scholarship and concession, examination, etc. Centre for population Education of the institute work with a focus on promoting citizenship roles in students, students are encouraged to join it, and those who do submit a project book at the end of the academic session, detailing their effects at understanding issue and spreading awareness about it.

- 1.Students (Personal) Counseling Center
- 2.Career Counseling
- 3.Counseling to parents of girls students who are forced to give up studies for marriage.
- 4.Guest Lectures
- 5.Workshops
- 6.Lifelong Education and Extension Program.
- 7.Moral and Ethical Teaching.

Common Room:

Common room for girl's students is provided in the Institute. For the convenience of girl students with CCTV Camera are installed outside for their security. Sanitary napkins are provided to girls students by Asst. Professor Arti Deshmukh.

7.1.3

Alternate Energy initiatives such as:

1. Percentage of annual power requirement of the Institution met by the renewable energy sources

Response: 0

7.1.3.1 Annual power requirement met by the renewable energy sources (in KWH)

7.1.3.2 Total annual power requirement (in KWH)

Response: 5449

File Description	Document
Details of power requirement of the Institution met by renewable energy sources	View Document

7.1.4

Percentage of annual lighting power requirements met through LED bulbs

Response: 85.36

7.1.4.1 Annual lighting power requirement met through LED bulbs (in KWH)

Response: 1178

7.1.4.2 Annual lighting power requirement (in KWH)

Response: 1380

File Description	Document
Details of lighting power requirements met through LED bulbs	View Document

7.1.5

Waste Management steps including:

- **Solid waste management**
- **Liquid waste management**
- **E-waste management**

Response:

The institution encourages the students to keep the classrooms and the campus clean. It has developed an effective system of waste management.

Solid Waste management:

There are dustbins in every necessary place to put the solid wastes. Big garbage bins are placed in the campus at key places in order to collect solid wastes. At the same time, students are educated to minimize the production of solid wastes. Old news papers and old answer books and paper waste is given for recycling.

Liquid waste management:

We do not have science faculty and so there is no chemicals laboratory experiments. So there is no problem of liquid waste for the urinary purpose. Separate arrangements of gents and ladies urinaries are made. However, the institution has proper drainage system to manage liquid waste. The water wasted from drinking and washing places is used for watering the plants.

E- Waste Management:

There is little or no E-waste generation in the campus. The institution generate minimal E- Waste however, it makes proper management of the E-Waste generated. All the students and Staff are informed not to throw away electronic and similar waste items in the institutional campus. At the same time awareness about waste management is continuously among students, teaching and non-teaching Staff through lectures, workshops, rallies, exhibitions etc.

7.1.6

Rain water harvesting structures and utilization in the campus

Response:

Rain water harvesting:

The institution is located in a rural background, surrounded by agricultural land on three sides. There is a well in the campus. The well water is used for gardening and other purposes. In order to optimize utilization of the water resource, Rain Water Harvesting System structure is placed in the college building. The PVC pipes are placed to collect the rain water poured over the top/slap of the building. The rain water runs through the pipes and stored in the pit placed near the well. The advantage of the pit near the well is rain water trickle through the pit into the well. It helps to increase the level of water in the well.

Advantages

- The Rain Water Harvesting System maintains water level, which interns promotes self –sufficiency and appreciation for water as a resource. Water conservation is also done through this System.
- Easy to maintain: Harvesting Rainwater allows us to better utilize an energy resource.
- The overall cost of Harvesting and Operation is much lesser than that of water purifying or pumping Systems.
- Less maintenance required.
- Reduce water bills.

7.1.7

Green Practices

- **Students, staff using**
 - a) **Bicycles**
 - b) **Public Transport**
 - c) **Pedestrian friendly roads**
- **Plastic-free campus**
- **Paperless office**
- **Green landscaping with trees and plants**

Response:

We have been organizing tree plantation drives and special campaigns against deforestation every year under the auspices of N.S.S. in association with Nature-club (Nisarg Mitra Samiti). The following practices are available.

1.Bicycles: - Maximum students in our college use bicycles. Many students come to college by walk. They do not make use of bikes.

2.Public Transport: - Many students make use of buses for travelling. Some teachers also come to college by using public transport.

3.Pedestrian Friendly Roads: - Our campus is situated in the rural area. Naturally, connecting roads are Pedestrian-friendly.

4.Plastic Free Campus: - The campus is plastic free. We do not find plastic material in the campus. Our students are aware of environmental knowledge.

5.Paperless office: - Official work of college is done with the help of computers. Special softwares are made available. Teachers also make use of computers.

6.Green landscaping with trees and plants: - Our campus is a green campus. Plantation is done every year.

File Description	Document
Link for Additional Information	View Document

7.1.8**Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years****Response:** 0.5

7.1.8.1 Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

2017-18	2016-17	2015-16	2014-15	2013-14
0.58660	0.53850	0.09900	0.10805	0.05140

File Description	Document
Green audit report	View Document
Details of expenditure on green initiatives and waste management during the last five years	View Document

7.1.9**Differently abled (Divyangjan) Friendliness Resources available in the institution:**

- 1.Physical facilities**
- 2.Provision for lift**
- 3.Ramp / Rails**
- 4.Braille Software/facilities**
- 5.Rest Rooms**
- 6.Scribes for examination**
- 7.Special skill development for differently abled students**
- 8.Any other similar facility (Specify)**

Response: E. None of the above

File Description	Document
Resources available in the institution for Divyangjan	View Document
link to photos and videos of facilities for Divyangjan	View Document

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years**Response:** 18

7.1.10.1 Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	3	3	3

File Description**Document**

Number of Specific initiatives to address locational advantages and disadvantages

[View Document](#)

Any additional information

[View Document](#)**7.1.11****Number of initiatives taken to engage with and contribute to local community during the last five years (Not addressed elsewhere)****Response:** 15

7.1.11.1 Number of initiatives taken to engage with and contribute to local community year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	3	3	2

File Description**Document**

Report of the event

[View Document](#)**7.1.12****Code of conduct handbook exists for students, teachers, governing body, administration including Vice Chancellor / Director / Principal /Officials and support staff****Response:** Yes

File Description	Document
Any additional information	View Document
URL to Handbook on code of conduct for students and teachers , manuals and brochures on human values and professional ethics	View Document

7.1.13**Display of core values in the institution and on its website****Response:** Yes

File Description	Document
Any additional information	View Document
Provide URL of website that displays core values	View Document

7.1.14**The institution plans and organizes appropriate activities to increase consciousness about national identities and symbols; Fundamental Duties and Rights of Indian citizens and other constitutional obligations****Response:** Yes

File Description	Document
Details of activities organized to increase consciousness about national identities and symbols	View Document
Any additional information	View Document

7.1.15**The institution offers a course on Human Values and professional ethics****Response:** No**7.1.16****The institution functioning is as per professional code of prescribed / suggested by statutory bodies / regulatory authorities for different professions****Response:** Yes

File Description	Document
Any additional information	View Document
Provide URL of supporting documents to prove institution functions as per professional code	View Document

7.1.17

Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

Response: 0

7.1.17.1 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

2017-18	2016-17	2015-16	2014-15	2013-14
0	0	00	0	0

File Description	Document
List of activities conducted for promotion of universal values	View Document
Any additional information	View Document

7.1.18

Institution organizes national festivals and birth / death anniversaries of the great Indian personalities

Response:

The institution celebrates two national festivals – Independence Day on 15th August and Republic Day on 26th January every year. In addition to this, the institution organizes programs on the birth/death anniversaries of great personalities of India. For example:

12th August – birth anniversary of Dr. S.R. Ranganathan (Librarian Day)

5th September- birth anniversary of Dr. Radhakrishnan (Teachers' Day)

2nd October- birth anniversary of Rashtrapita Mahatma Gandhi (Non- Violence Day)

12th October- death anniversary of Rashtrasant Tukadoji Maharaj

15th October- birth anniversary of Dr. A.P.J. Abdul Kalam (Vachan Prerana Diwas)

6th December – death anniversary of Dr. B.R. Ambedkar (Mahaprinirwan Day)

3rd January - birth anniversary of Savitribai Phule (First woman Teacher of India)

12th January- birth anniversary of Rajmata Jijau and Swami Vivekananda (Youth Day)

14th April- birth anniversary of Dr. B.R. Ambedkar (Samata Day)

30th April - birth anniversary of Rashtrasant Tukadoji Maharaj

7.1.19

The institution maintains complete transparency in its financial, academic, administrative and auxiliary functions

Response:

The institution maintains complete transparency in all aspects –

1. Financial Aspects – Every year the budget is prepared and kept in the meeting of College Development Committee for approval. The meetings of Purchase Committee are periodically held. Suitable quotations are taken care of and order is placed. After getting the equipment's or other things, the payment is done by Cheque. Similarly, Infrastructure Maintenance Committee does its work properly.

2. Academic Aspect – The main aim of education is to inculcate human values among the students. Staff Council Meetings are also held periodically to implement the syllabus properly. More emphasis is laid on physical and mental development of the students by providing games and sports facilities and meditation process. By organizing various activities positive attitude is developed among students.

3. Administrative Aspect – Administration in the college is transparent. All the employees are taken into confidence and made aware of existing rules and discipline of the institution. In the meetings of staff council, all the problems are discussed and solution is sought. They are also made aware of professional ethics which are already displayed.

4. Auxiliary Functions – NSS Students Council and Population Education Club plan and implement various activities highlighting human values.

7.2 Best Practices

7.2.1

Describe at least two institutional best practices (as per NAAC Format)

Response:

Best Practice- I

1. Title of Practice: - Holistic Development of Students through Student Centric Activities

2. Objectives of the Practice

To prepare the students to achieve core competencies.

To face the global challenges successfully.

To inculcate human values in students.

To promote institutional involvement in social responsibility.

To fulfill the mission of the institution by making students responsible citizens.

3. The Context:-

In order to ensure incessant development of the students, it is need of the hour to focus on the co-curricular and extra-curricular activities apart from curricular aspect. Various student centric activities such as learned talks, workshops, trainings, competitive exams and career guidance, the program of personality development etc. are conducted for the incessant development of the students.

4. The Practice:-

The institution keeping in view incessant development of students with core programs offered, has initiated several student centric activities and support facilities. The action plan is prepared highlighting student centric activities every year which are implemented throughout the year.

***Personality Development**

Personality and character of youth contribute society and nation building keeping in this view, the institution emphasis on overall personality development of students. It conducts several programs on personality development such as motivational talks, lectures, workshops, seminars and trainings in order to imbibe responsibilities towards society and environment.

***Skill Development Programs**

The spiral development of the institution reflects thought skill development of students, the institution always forces innovative, creative and entrepreneur approach and introduced several skill development programs such as career oriented programs of University. Short term courses like Certificate Courses in Agro Services, Beautician and Still Photography. Internal and departmental training programs like quilt making, flower pot making, greeting cards making etc.

***Workshops, Seminars and Lectures**

The institution organized several workshops, seminar, inspirational talks, and lectures directly related to students such as workshop on stress management, guidance of competitive exams, road safety awareness, guidance to youth about sex education, career guidance and personality development workshop, personal counseling for betterment of students.

***Extra and co-curriculum Activities**

These activities serve to nurture versatile progress among the students, therefore institute gives more importance to these activities including games and sports, as a result number of students excelled in several activities organized by the institution and other organizations.

***Academic Support**

The institutional success largely depends on the academic performance of the students. It provides special support to slow and advance learners identifying their weakness and interest by a way of extra classes, tutorials and subject related guidance.

5. Evidence of the Success:-

The Evidence of success for the prescribed practice can be measured through successful performance and excellence as a positive outcome. This practice has really motivated the student in their performance, development of self-confidence, interaction skill, awareness of social responsibility. Students are made more aware about different skills requirement which would be applicable in real life for the better career. They have learned different things through skill development programs. Motivational talks, lectures, workshops, seminars proved faithful as students were provided the knowledge about the issues directly related to them. The steps taken by the institution have been suitably rewarded. The academic, extra and co-curricular activities have been yielded positively through excellence in academics. One student is rewarded for excellence in academic performance by University. The institution sought a large number of participation in games and sports with certificates and medals.

6. Problems Encountered and Resources Required:-

Number of student being enrolled from the rural area face lack of awareness, ignorance, laziness, avoidance of attending lectures, lack of proper communication skill, self-confidence, less time due to economic problems, and due to busy schedule of semester pattern, students find little interest to participate in these activities. These problems are identified and encountered to achieve the goal.

Best Practice - II

1. Title of the Practice: - Encompassing Selfreliant farmers

2. Objectives:-

To create a business approach for farming.

To inform students about agricultural modern technology.

To convince students about the usefulness and importance of organic farming.

To encourage students to get maximum productivity in agricultural sectors.

To create interest in agricultural subjects in the students.

To encourage students to do farming business.

To create agricultural entrepreneurs by providing information about commodity processing industry.

3. The Context: -

Our institute is situated in rural area in Wadner village. Besides, the students hailing from nearby twenty five villages are the strength of the institute. Employability is the key factor in rural area, which is a far away dream of the students as they lack financial support and exposure to essential facilities. Majority of the students find it difficult to face the challenges of corporate world. These students are eager to shoulder the responsibility of their financially poor family. Some of the students have to work as laborers after college time. Hence, our faculty decided to train them for employability. They noticed that the students in rural area have latent traditional agricultural cultivating qualities. Agriculture is the key to the Indian economy. It is the imperative that the agricultural progress is very important to keep country alive and survive. However the technology grown, the earth revolves, we always stand behind the agriculture. Agriculture was the past, agriculture is a present and agriculture is a future. This is the power of agriculture. So it was decided to find out latent cultivating qualities among students and deploy them for a right area.

4. The Practice: -

Our country is a agriculture land. Agro service program is being implemented in the college under 'Continuous Adult Education and Extension Department. At the beginning of every academic session, students participate in 'Agro Services'. Certificate and diploma courses are started in college as-

- a) Certificate courses in Agro Services.
- b) Diploma courses in Agro Services.
- c) Advanced Diploma courses in Agro Services.

The students are given lectures on the introduction of Indian Agriculture and challenges before farming. They are taught about classical Farming and other related factors. (Scientific based farming). They are provided actual knowledge about farming in the practical. They are informed about the modern irrigation

tools, crops, horticultures, flowers and vegetables crops. The new guiding classes organized for students to identify new research based on farming, and making them interested in agricultural field. For the purpose of increasing agricultural interest in the youth “Agrowan”- a magazine that has been available in the library which gives information related to agricultures and new related technology. The classes are conducted to provide knowledge and information about agriculture. The various activities about agriculture for updating the knowledge of students are done. The tours are arranged to visit progressive farming of the near area, and the examination study of the crops is done by interacting with progressive farmers. Guidance about soil testing, seed production, organic farming and irrigation system is done directly on their farms. For more knowledge about farming, agricultural study tours are arranged to Dr. Panjabrao Deshmukh Agriculture Research Centre at Kutki and Dr. Panjabrao Deshmukh Agriculture University, Akola.

5. Evidence of Success:-

Agricultural activities in our college and agricultural tours have created interest about agricultural and agricultural business in students. They are utilizing those skills in cultivating lands. Many college students are farming in a modern way. These students are cultivating their agricultural lands using modern technology and new equipped tools. Students have started organic farming as they come to know about the impacts of organic farming on the human health. Therefore two students decided to take the vegetables based on organic farming. Some students have started working in the agriculture company as they are interested in working in agricultural fields. The students who are involved in this practice get initiated and undergo a tremendous qualitative change towards their business and financial approach. This is the best outcome of the practice. The students believe that agriculture can only survive the society. Consequently, the students are taking interest and becoming the modern farmers using new technology.

6: Problems Encountered and Resources Required:-

Basically, the most important problem is the money. The fund provided by the government to conduct the activities is inadequate, so that most of the practical classes could not be arranged by the institution. Farmers are becoming laborers in the companies because they see that the farmers are not getting the real value to the productions which are produced in the agricultural field. Even the girls are not ready to accept farmers as their husband. So, the youth of the present society has become depressed seeing the pitiable condition of the farmers. It was very impossible in the beginning to create interest about agricultural in the students.

7.3 Institutional Distinctiveness

7.3.1

Describe/Explain the performance of the institution in one area distinctive to its vision, priority and thrust

Response:

Vision

Impart quality education to rural and backward students to prepare ideal citizens.

Mission

Inculcate a sense of moral, social responsibility and national integrity among the students.

The college is devoted to higher education in Arts faculty. There have been efforts to promote the practical understanding of the social sciences. It is realised that one of the most effective ways of achieving the mission and the vision of the college to start an activity named 'Janiva - Dhyas Ek Parivartancha'. The main objective of this distinctiveness activity of the college is to create social awareness in the students, to establish social integration in the society and to provide social emotion in the students.

As an experiment the faculty members of the college decided to undertake social observation of tribal communities and social and economical condition of widows whose husbands committed suicide, to find out the backwardness and urgency of attention needed from political leadership in order to bring the community to mainstream of development of society and widows of the farmers to be helped with the sense of humanity. Our college lays a great emphasis on the development of discipline, maturity, moral standards of the students through this activity. The institute is focusing to establish the theory of integration pertaining to sociological reflection and analysis based in empirical observation to provide sensitivity in the students.

The students of the college visited and observed tribal communities, which are living in and around the areas of the college, especially and particularly in Wadner, Pipari, Dhanora, Seloo, Bhagva, and Annupod. The students observed the social condition of these communities with the practical ways. They found out that they are socially, educationally and economically backward and living in miserable conditions of object poverty, illiteracy and ill health. The students of the college encouraged tribal people to educate their children, because illiteracy is only the insect that creates various problems. The students also visited widows of farmers and understood the reason of suicide of their husbands. Students came to know that poverty is only the reason of their suicide. The institution helped those (widows) by providing Shilai Machines to establish their broken houses. Students are getting an opportunity for collaborative learning during the observation of people. Students are gaining firsthand knowledge of community in addition to what they learn from textbooks and classroom lectures.

Janiva -a distinctive practice of the institution creates a theory to serve the community through extension activities. It is the practice to impart and inculcate a sense of moral, social responsibility and national integrity among the students.

5. CONCLUSION

Additional Information :

OBJECTIVES OF INSTITUTION

- Provide opportunity of higher education for rural students.
- Ensure and inculcate perfect discipline.
- Enable students to face the challenges of the competitive worlds.
- Guide the students for all round development of their personalities.
- Impart value-based education to the students for creating leadership.
- Ensure that all students to develop various skills to succeed in their career.
- Help the students in discovering their latent talents and in flowering.
- Foster a strong sense of belongingness to institution.
- Create awareness of social responsibility among the students
- Motivate the students for participation in co-curricular and extra-curricular activities.

Concluding Remarks :

All round development of students is our main objective. Hence, students are given opportunities to participate in various activities along with academic area. The staff is excellent and skillful. Thus, the team work of management, staff and students enable our college to become the pioneer institution in this rural area.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.1.2	<p>Number of certificate/diploma program introduced during the last five years</p> <p>1.1.2.1. Number of certificate/diploma programs introduced year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>2</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>2</td> <td>1</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	4	2	1	0	0	2017-18	2016-17	2015-16	2014-15	2013-14	4	2	1	0	0
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	2	1	0	0																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
4	2	1	0	0																	
2.2.3	<p>Percentage of differently abled students (Divyangjan) on rolls</p> <p>2.2.3.1. Number of differently abled students on rolls</p> <p>Answer before DVV Verification : 3</p> <p>Answer after DVV Verification: 2</p>																				
4.1.4	<p>Average percentage of budget allocation, excluding salary for infrastructure augmentation during the last five years.</p> <p>4.1.4.1. Budget allocation for infrastructure augmentation, excluding salary year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2144500</td> <td>1346300</td> <td>1207900</td> <td>1107600</td> <td>716620</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>12.61</td> <td>9.12</td> <td>2.46</td> <td>0.71</td> <td>2.74</td> </tr> </tbody> </table> <p>Remark : As per expenditure on Building Construction, Furniture & Fixtures, Electric installation, Computer, Motor Pump, Home Eco Equipment, Water cool machine, Camera Purchased, Charkha Spinning wheel and Audio visual Aids equipment in audited statement duly signed by CA.</p>	2017-18	2016-17	2015-16	2014-15	2013-14	2144500	1346300	1207900	1107600	716620	2017-18	2016-17	2015-16	2014-15	2013-14	12.61	9.12	2.46	0.71	2.74
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2017-18	2016-17	2015-16	2014-15	2013-14																	
12.61	9.12	2.46	0.71	2.74																	
4.2.6	<p>Percentage per day usage of library by teachers and students</p> <p>4.2.6.1. Average number of teachers and students using library per day over last one year</p>																				

Answer before DVV Verification : 53

Answer after DVV Verification: 59

Remark : As per average of teachers and student using library on 29/08/2017, 23/11/2017, 22/12/2017 and 17/01/2018 in provided logbook.

4.4.1 Average Expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, as a percentage during the last five years

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

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
33455	49972	47706	36480	35299

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
8.66	5.02	9.00	9.51	4.32

5.1.4 Average percentage of student benefited by guidance for competitive examinations and career counselling offered by the institution during the last five years

5.1.4.1. Number of students benefited by guidance for competitive examinations and career counselling offered by the institution year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
61	50	29	0	0

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
110	80	40	0	0

5.2.1 Average percentage of placement of outgoing students during the last five years

5.2.1.1. Number of outgoing students placed year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
4	3	5	3	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

4	2	3	2	6
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7.1.8 Average percentage expenditure on green initiatives and waste management excluding salary component during the last five years

7.1.8.1. Total expenditure on green initiatives and waste management excluding salary component year-wise during the last five years(INR in Lakhs)

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
058660	053850	009900	010805	005140

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
0.58660	0.53850	0.09900	0.10805	0.05140

7.1.10 Number of Specific initiatives to address locational advantages and disadvantages during the last five years 7.1.10.1. Number of specific initiatives to address locational advantages and disadvantages year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
6	5	3	4	3

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14
6	3	3	3	3

7.1.17 Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties during the last five years

7.1.17.1. Number of activities conducted for promotion of universal values (Truth, Righteous conduct, Love, Non-Violence and peace); national values, human values, national integration, communal harmony and social cohesion as well as for observance of fundamental duties year-wise during the last five years

Answer before DVV Verification:

2017-18	2016-17	2015-16	2014-15	2013-14
7	7	6	6	6

Answer After DVV Verification :

2017-18	2016-17	2015-16	2014-15	2013-14

0	0	00	0	0
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Remark : Relevant supporting documents not provided by HEI

2.Extended Profile Deviations

ID	Extended Questions																				
1.3	<p>Number of outgoing / final year students year-wise during the last five years</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>49</td> <td>20</td> <td>20</td> <td>52</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>89</td> <td>31</td> <td>50</td> <td>112</td> <td>7</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	49	20	20	52	13	2017-18	2016-17	2015-16	2014-15	2013-14	89	31	50	112	7
2017-18	2016-17	2015-16	2014-15	2013-14																	
49	20	20	52	13																	
2017-18	2016-17	2015-16	2014-15	2013-14																	
89	31	50	112	7																	
2.3	<p>Total Expenditure excluding salary year-wise during the last five years (INR in Lakhs)</p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>2188654</td> <td>1415273</td> <td>1242076</td> <td>1859101</td> <td>959543</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2017-18</th> <th>2016-17</th> <th>2015-16</th> <th>2014-15</th> <th>2013-14</th> </tr> </thead> <tbody> <tr> <td>67.25</td> <td>55.46</td> <td>43.49</td> <td>43.10</td> <td>30.72</td> </tr> </tbody> </table>	2017-18	2016-17	2015-16	2014-15	2013-14	2188654	1415273	1242076	1859101	959543	2017-18	2016-17	2015-16	2014-15	2013-14	67.25	55.46	43.49	43.10	30.72
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