YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SHRI SHIVAJI ARTS, COMMERCE AND SCIENCE COLLEGE, MOTALA DIT. BULDANA
• Name of the Head of the institution	DR. SUNIL WASUDEO MAMALKAR
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9763561505
• Mobile no	9763561505
• Registered e-mail	ssacscm317@gmail.com
• Alternate e-mail	avi.meherkar@gmail.com
• Address	Behind Sakshi Garden Restaurant, Old Malkapur Road, Motala
• City/Town	Motala
• State/UT	Maharashtra
• Pin Code	443103
2.Institutional status	
• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural

• Financial Status	**UGC 2f and 12(B)**
• Name of the Affiliating University	**Sant Gadge Baba Amravati University, Amravati**
• Name of the IQAC Coordinator	**Mr. Avinash S. Meherkar**
• Phone No.	**9763561505**
• Alternate phone No.	**7972535538**
• Mobile	**8805902112**
• IQAC e-mail address	**ssacscm317@gmail.com**
• Alternate Email address	**avi.meherkar@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.sscmotala.ac.in/pages/aqar.php
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://www.sscmotala.ac.in/pdf/College%20Academic%20Calender2020-21%20-%20Mr.pdf.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 2	**C**	**1.86**	**2015**	**01/05/2015**	**30/04/2020**

6.Date of Establishment of IQAC	**25/07/2013**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**2**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**No**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Regular IQAC meetings are conducted.

Feedbacks are collected and analyzed.

Various certificate courses are introduced like Mushroom Cultivation,Laboratory Safety,Organic Farming,Apiculture and Renewable Energy Sources

Various research papers are published in national and international peer reviewed journal and conference proceedings.

Various programs are conducted for life skills and capacity building like Elocution Competition,one-day workshop on creativity of Poetry,Online State Level Essay Competition and essay writing competition and etc.

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

Plan of Action	Achievements/Outcomes
Academic calendar and planning is prepared prior to begin teaching	**Throughout the academic session, teaching fraternity is maintained and all activities are conducted as per the planning and calendar**
To Motivate the teachers for	**5 research papers published in**

research	national and international peer reviewed journal and conference proceedings.
To collect Feedback from all stake holders	Feedback collected from all stake holders and analyzed. Important suggestions are sorted out and improved.
To start certificate courses	Various certificate courses are introduced like Mushroom Cultivation, Laboratory Safety, Organic Farming, Apiculture and Renewable Energy Sources
To start functional MOU's	Various functional MOU's are signed with other institution, industry and academy.
To organize various extension activities	Number of extension activities like Blood Donation camp, tree plantation, grocery distribution to needy people, cleanliness drive was conducted.
To organize various cultural events, competitions	Various competitions like essay competition, poster competition on science day, poster and rangoli competition on wildlife week, various quiz competition were organized on various occasions
o organize visit to bank, industry	Department of commerce has organized a visit to Buldana Urban Bank, Branch Motala. 30 students from commerce faculty were participated.
To celebrate commemorative days	Various programme of birth and death anniversary of national heroes were celebrated by NSS volunteers and NCC cadets.
Plastic free campus	This movement is carried out by all as regular activity throughout the year
Plantation	Plantation has been carried out

	by NSS and NCC cadets .75 plants in college campus. And tree plantation was also carried out at Ramgaon Near DhamaangaonDeshmukh in collaboration with Social forest Department, Motala. At the site Sau. Mirkute madam guided the cadets about the importance of plantation.
Roof top water harvesting	'Connect to environment through nature' as best practice of our college, we have innovated roof top water harvesting.
To organize Soft Skill Development Programme	Elocution programme on the occasion of International Woman's Day, online webinar on 'Attitude Matters A Lot' by International motivational speaker Mr. Sachin Burghate, Director, Aspire Academy, Akola, programme on 'Finiancial Education Awareness' was conducted in online mode by Dr. Ambadas B. Pandey
No Vehicle day	Every Friday is observed as no vehicle day
March past by NCC cadets (Pathsanchalan	Pathsanchalan by NCC cadets is conducted on 15th August 2020 and 26 January 2021
Seminar presentation	Seminar presentation on their text book is regularly conducted by the student
Extra classes conducted	Extra classes are conducted for the slow learners and the absent students
To motivate the Use of ICT rooms	Teachers are motivated to use ICT room for Teaching & Learning
Science Week	The last week of February is celebrated as Science Week

13.Whether the AQAR was placed before statutory body?	No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	04/03/2022

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

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

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1   129

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

File Description	Documents
Data Template	[View File]

2.Student

2.1   **1039**

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	[View File]

2.2   **467**

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

File Description	Documents
Data Template	[View File]

2.3   **328**

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	[View File]

3.Academic

3.1   **26**

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2   **59**

Number of sanctioned posts during the year

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**129**

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**1039**

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**467**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**328**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**26**

File Description	Documents
Data Template	No File Uploaded

3.2 Number of sanctioned posts during the year	59

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	11
4.2 Total expenditure excluding salary during the year (INR in lakhs)	15.41
4.3 Total number of computers on campus for academic purposes	52

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Our college is affiliated to Sant Gadge Baba Amravati University, Amravati, hence we follow the curriculum designed by the university. The college academic committee prepares the academic calendar for every academic session in accordance with the university academic schedule, which comprises the duration of curricular, co-curricular, extracurricular activities, internal assessments, general holidays, and disseminates it to the departments for effective implementation and delivery of the curriculum.

In addition to the course delivery, model-based learning, group discussions, seminars, workshops, industrial visits, and certificate courses are conducted for skill development and to bridge the curriculum gaps.

Remedial classes and counseling support are provided for slow learners as additional support, and advanced learners are

encouraged.

Periodical meetings of the Head of the Departments are held with the Principal to take review and discuss the curriculum delivery. Heads of Departments regularly monitor the course coverage and effective delivery of the curriculum through student feedback and performance in CIE, and implement corrective measures on need basis

Assignments, seminars and projects, unit test etc. are given to the students under the supervision of the faculty.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://sscmotala.ac.in/pdf/College%20Academic%20Calender2020-21%20-%20Mr.pdf.pdf

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

At the commencement of every academic session, the university notifies an academic calendar for all the programs, which contains the date of commencement, the last working day of the even & odd semesters and dates for semester-end examinations.

Our college follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The College prepares a college-level calendar. The Institute calendar of events includes details like the total number of working days, holidays, CIE dates, workshops, industrial visits, and other co-curricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except for unforeseen circumstances.

The academic calendars help faculty members to plan their respective course delivery academic and co-curricular activities. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it.

Internal Assessment tests (IA), assignments, quizzes, and seminars, personal interviews are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for

the conduct of CIE as per the calendar of events. The course teacher prepares IA question papers based on the revised Bloom's Taxonomy. The internal assessment test timetable prepared by the concerned department is published to stakeholders and conducted as per the schedule. Continuous evaluation and assessments are also done for laboratory courses, project work, and seminars. Conduction of laboratory experiments and viva, and submission of records are the major components of laboratory course evaluation.

The principal, through the academic committee meetings, frequently reviews a semester's progress and provides suitable suggestions. In case of revision of the academic calendar by the university, the institute incorporates the necessary changes accordingly.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	[View File](#)
Any additional information	[View File](#)

1.2 - Academic Flexibility

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

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

NIL

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

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

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

05

File Description	Documents
Any additional information	View File
Brochure or any other document relating to Add on /Certificate programs	View File
List of Add on /Certificate programs (Data Template)	View File

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

208

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

1.3 - Curriculum Enrichment

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

The institution runs the courses in Arts, Commerce and Science streams. The curriculum is designed by Sant Gadge Baba Amravati University, Amravati. Environmental Studies is a compulsory subject for all undergraduate second-year students, related to

Environment and Sustainability. Similarly, Cross-cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of the university in various subjects in the form of topics, chapters, poems and co-curricular activities. Regarding environment and sustainability-related issues, the students get knowledge of environmental studies in the second year of their degree program. The institution takes care to inculcate values related to the environment and sustainability through various practices and programs under NSS and NCC. Activities conducted by respective departments are as under:

· Botany department organized poster competition, essay competition, an awareness campaign for conservation of Butea monosperma, a workshop for seed ball preparation, online quiz competition, tree plantation, & distribution, name plant/nomenclature of plants in the college campus, observance of international forest day, etc.

· Zoology department organized poster, rangoli, essay competition and webinar on world wildlife and its conservation, save the wild animal.

· Chemistry department conducted elocution competition, industrial visit, laboratory safety certificate course, guest lecture on Dr. C.V.Raman on the occasion of National Science Day.

· NSS and NCC Units conducted tree plantation, and expert lectures organized on gender sensitization, ethics and the environment. Swachha Bharat Abhiyan, Blood donation camp, Quiz competition on world population day, Kargil day conducted.

· Physics Department involved in an awareness program on renewable energy and resources, e-waste management, essay competition, rangoli competition, etc.

· Rainwater is stored and used as distilled water in the Chemistry department.

. Gender Equality The prose, poetry and other chapters in certain courses address issues related to gender sensitivity and equality. Additionally, our institute organizes special programs in this regard.

· Women Safety Programme

· Programme on Women Empowerment

Internal complaint cell has been constituted for redressal of complaints about sexual harassment.

The Internal complaint cell is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees, students.

The following programmes are organized.

· Guest lectures were organized on Women- Safety.

Human values: Besides the syllabus, the institution organizes programmes to inculcate human values in students and staff.

· Blood Donation Camp is regularly organized.

· NSS unit is very active and regularly arranged social and cultural activities in the college and at adopted village during special development camp.

File Description	Documents
Any additional information	View File
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View File

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

Nil

File Description	Documents
Any additional information	**No File Uploaded**
Programme / Curriculum/ Syllabus of the courses	**No File Uploaded**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**No File Uploaded**
MoU's with relevant organizations for these courses, if any	**No File Uploaded**
Institutional Data in Prescribed Format	**No File Uploaded**

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

00

File Description	Documents
Any additional information	**No File Uploaded**
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	**No File Uploaded**

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

File Description	Documents
URL for stakeholder feedback report	https://docs.google.com/forms/d/e/1FAIpQLS fXHQMrn8XP17edH7iuLt14mVlBKg80EHeOQH1IUHUr aX6evA/closedform
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	http://sscmotala.ac.in/pdf/Student%20Feedb ack%20Analysis%2020-21%20web.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

1039

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

430

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

2.2 - Catering to Student Diversity

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

Response:

The college firmly caters to the academic development of the students. It boasts of well-qualified staff. Once the admissions are over, the college follows an efficient procedure to assess the students from distinct backgrounds and varying learning capacities.

Assessment:

Students' academic level is assessed on the basis of qualifying examinations, the way they perform in unit tests, their participation in co-curricular activities organized by the departments and various subject societies, activeness in classroom teaching-learning, responses from the mentor-mentee system, and grasping speed. After segregation into slow and advanced, different need-based activities are implemented.

Conduction of lectures in the college takes place on regular basis as per the syllabus prescribed by the university. After completion of every unit taught, a unit test is held based on the same to gauge the learning of students. This gradually prepares the students to face the semester-end exam conducted by the university as they get prepared unit-wise. Seminars and other student-centric activities such as quiz competitions, and guest lectures get organized to inculcate interest in the subject. As the semester comes to conclusion, the university exams are conducted and within a few weeks results of the same are declared. The analysis of results also enables to bifurcate the students into two categories: advanced learners and slow learners.

A benchmark is set beyond and includes which the students are called advanced learners and those securing marks below it is said to be slow learners.

For advanced learners:

In-depth stress is laid on topics of the syllabus. For this, they are provided with reference books, useful weblinks, and online video lectures. Their thought process is enriched by making them handle advanced instruments, group discussions and programs on subject-related topics. Their learning abilities further get improved when they are encouraged to participate in quizzes, debate and elocution competitions.

Executing all this for advanced learners renders in their consistent performance in university examinations, enhanced interests in advanced topics and recent development of the subject.

For slow learners:

Slow learners are given special attention. Their concerns regarding comprehension, assimilation and question-solving abilities are emphasized. The teachers of the college conduct extra classes, give personal attention to every student and take tests for slow learners and provide all sorts of help they need in academics to boost their confidence and enhance performance in the final exams. They are provided with the study material in the form of printed or handwritten notes and Powerpoint presentations.

After providing remedial coaching, the slow learners have aroused interest in learning which consequently led to their improved performance in university examinations.

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

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

Number of Students	Number of Teachers
1039	26

File Description	Documents
Any additional information	No File Uploaded

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

The college is a multi-faculty college. Planning of curriculum, its delivery, teaching techniques and activities of the college ensure experimental and participative learning. The college has adopted a multi-dimensional approach by integrating conventional teaching methods with novel and innovative pedagogy that involves teaching with ICT-enabled tools and an effective Learning Management System. Activities such as classroom seminars, cultural events, inter-collegiate programs such as debate, poster presentations, rangoli competitions, observing and celebrating days of national and social importance, rallies, and field visits enable students to get a robust aspect of learning. This makes the students aware of the prominent developments. Practicals form a teaching aspect in the science and commerce faculties as is known. The college has dedicated laboratories for physics, computer science, chemistry, botany, and zoology- the subjects in the science faculty where experiments are performed by students as per the prescribed syllabus of the university. The apparatus of all the departments are well maintained and students learn effectively by laying their hands on the instruments. Undoubtedly, this enhances the students' comprehension that is coupled with the theory. Discussion with teachers and colleagues aids in understanding the experiment. Faculties of arts and commerce give assignments / field-based works to their students so that they gain practical experience. Students in the college are encouraged to make demonstrations, participate in seminar and poster competitions, and undertake project works that inculcate a sense of working together and elevate delivery skills. Students also get a firm grip over the subject. They also encounter certain problems in the process. Students are made aware of the technicalities they require. They are made acquainted with the laboratory, and its equipment before performing experiments. Students are guided step by step when they perform an experiment and their queries are solved. Tutorials are engaged by the teaching staff to focus on topics that need extra attention and students' doubts are cleared. Assignments are given to students for brainstorming and to inculcate a sense of mutual comprehension. Students are encouraged to approach the concerned teacher regarding their problems of the subject and teachers to leave no stone unturned to satisfy them.

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

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

The college has always aimed to encourage innovative, creative, and new pedagogical methods so as to endorse skills in learners which helps to make the teaching-learning better and student-centric. The teachers of the various faculties and departments of the college make generous use of information and communications technology-enabled tools that help students learn concepts in a robust way. The teachers and learners are encouraged to use the ICT tools regularly so that they get familiarized and trained accordingly. The college has two ICT-enabled classrooms facilitated with LAN, Wi-Fi, desktop, projector-screen and sound system. Students learn things in an interactive manner. Their comprehension gets enhanced. Classes are scheduled by availing the services of google-meet, zoom, and ssesa.live (the online teaching platform provided by our parent education society). Few teachers also make use of YouTube to teach the students. The facility of google classroom is harnessed to share notes of the lectures among the students. Their progress is gauged by conducting tests online by means of google forms. What's-App groups of students and teachers come in handy to announce the schedule of lectures and also to share lecture notes. Students post their assignments on the same platform. They also post their doubts about the ongoing or previous lecture during the online session. The use of the ICT tools in the teaching method undoubtedly assists students to learn and understand things in an effective way.

The use of ICT techniques in teaching-learning has made the teaching-learning process vibrant, student-centric and has had a good impact on students' learning abilities. Students react positively in academics while using computers to accomplish tasks assigned to them, encouraging and motivating them to gain knowledge and skills. It has been observed that students who use ICT tools have increased technical skills and a better understanding of subjects.

File Description	Documents
Upload any additional information	**No File Uploaded**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	[View File](#)

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

2.3.3.1 - Number of mentors

23

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

2.4 - Teacher Profile and Quality

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

26

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

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

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

10

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

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

2.4.3.1 - Total experience of full-time teachers

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

2.5 - Evaluation Process and Reforms

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

The main focus of the institution is to strengthen the teaching-learning process through rigorous assessment and evaluation. To ensure this, the college has provided guidelines to the faculty for transparency and robustness as far as frequency and mode are concerned. The IQAC takes initiatives to make internal assessment transparent, effective, and efficient by involving faculty and students. Students are given opportunities in different modes to show and test their learning levels.

Internal assessment forms a part of the evaluation process prescribed by the university. It is a normal practice to conduct a unit test after the completion of a unit. The internal assessment is made on the basis of seminar presentation, classroom participation, home assignments, attendance, and unit tests. Students are made aware well in advance through notices and the academic calendar about the schedule of class tests, and home

assignments. Students of the first year are asked to submit assignments. Students of the second year are asked to deliver seminars while those in final year are said to undertake projects that are assigned by the teaching staff. A comprehensive evaluation is made on the performance of students in their respective fields. Students underperforming in the tests or remaining absent are counseled by the mentors and the HOD concerned. Completion of an assigned task within the stipulated time is also one of the key aspects of internal evaluation. The final assessment is made on the overall performance of a student in every field. All the unit tests, assignments, seminars, project assignments are conducted on a regular basis to constantly analyze the performance of students. Internal evaluation is finally made considering all the things in a transparent and vivid manner. The occurrence of tasks on a regular interval basis assists students in keeping pace with the learning process. All this leads to students' improved performance in the university examinations.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

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

All the teachers of various departments of the college conduct tests on the syllabus taught. The performance of the students in these tests is one of the decisive factors for internal marks in the final semester-end exams conducted by the university. The valuation of the tests taken by the students is done without any bias or discrimination in a very lucid and straightforward manner immediately after the tests are held. The students are then given their evaluated answer sheets to have a look at where they excelled, fell short, and have scope for improvement. A student having a certain problem with evaluation approaches the concerned teacher. The teacher then explains to him/her the reason for the performed valuation. Many students can have different other issues regarding the same question or other questions. The teacher tries to pacify and satisfy the students by addressing all their grievances. He/she also keeps the door open to rectify any error that occurred during the evaluation when pointed out by the students. The question paper, the correct way to answer the questions, probable mistakes that students make, and important questions of the syllabus are discussed in the class. All this

process takes place within a day or two of the scheduled lecture after evaluation. This activity helps the students a lot in attempting the questions precisely in the university semester-end examination.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institution aims at providing outcome-based education to learners to inculcate various values, aptitudes, skills, and competencies like developing scientific temper, critical thinking, problem-solving capability, deep knowledge, experiential learning, a few to mention. The institution realizes the importance of learning outcomes (PO, PSO, and CO) to achieve these. The institution is an affiliated college, follows the syllabus for a course along with the teaching-learning and evaluation mechanism prescribed by the affiliating university. Therefore, the college has ascertained learning outcomes for numerous programmes and courses offered at the under-graduate and post-graduate levels by using the syllabus prescribed by the affiliating university. The college emphasizes to design useful and learner-centric outcomes to cover different aspects of quality teaching-learning which comprise experiential learning, skill development, critical thinking, and analysis. At the commencement of each academic session, the Heads of various departments along with their teaching faculties consider the syllabi prescribed by the affiliating university to prepare the learning outcomes. A department-level meeting comprising all the faculty members is held to discuss and finalize the learning outcomes for the subject for the concerned programmes and courses offered by the department. Changes in the syllabi as incorporated by the affiliating university are given due importance to change the respective learning outcomes for a particular programme or course. This ensures accordance with changes in the learning outcomes. Familiarization and understanding of learning outcomes come next. The learning outcomes are then given wide publicity by uploading

to the college website. The learning outcomes for all courses/programmes offered at UG and PG levels are stated on the institutional website.The learning outcomes of all the programs are made available in the concerned departments and library of the college for teachers and students. Apart from this, the faculty members share these learning outcomes with students through various platforms as and when required. The learning outcomes are used as standards to accomplish academic and curriculum planning. This notably aids to design and review the academic programs for the year. They also attribute to articulate the essential measures to be taken to make the teaching-learning to be effectively learner-based and assess students' learning levels by various techniques and approaches. This has contributed to a noticeable amount in the inculcation of values, aptitudes, skills, and competencies in learners and towards augmenting the overall academics of the college.

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

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

Merely stating, displaying, and communicating the Programme Outcomes and Course Outcomes, shall not be sufficient unless there is an effective and well-structured mechanism to evaluate their attainment as it measures the extent to which the institution has succeeded in achieving its goals in accordance with its vision and mission. The IQAC prepares a constructive and effective mechanism to attain the POs and COs approved by the authority. The attainment is ensured by efficacious curriculum delivery which is graced with other activities for the holistic development of the students. The College is a multi-faculty institution that runs numerous co-curricular, extracurricular, and extension activities to realize the mentioned learning outcomes (PO, PSO, and CO) of different programs available in various departments at under-graduate and post-graduate levels. The programme outcomes and course outcomes of the relevant programme are assessed by direct and indirect evaluation.

Assessment tools: The external assessment done by the university in the semester-end examinations has higher weightage. Indirect assessment, which has relatively lessweightage, comprises the following: unit tests, tutorials, assignments, personal interviews, practicals, and seminars. For courses where laboratory work gets involved, the additional tools that are made use of are attendance, viva, journal writing and timely submission, teamwork. Unit-test questions, laboratory performance, and projects are brought about in order to fulfill COs. Assignments and unit-test questions are also framed in the same manner. The Indirect Method of assessment also considers the collection of feedback from the students of all years in the form of a questionnaire that sheds light on the curricula and delivery. This feedback renders an authentic opinion of the students. Direct and indirect methods taken together envisage the attainment of the POs and COs. Hence the college keeps track of and secures the attainment in terms of the feedback collected from the students.

Advantages

Suggestions and recommendations in the feedback in form of questionnaires are received from students. The results from the data analyzed are discussed. Appropriate steps are taken towards the improvement and attainment of respective programme outcomes and course outcomes.

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

2.6.3 - Pass percentage of Students during the year

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

299

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	**No File Uploaded**
Paste link for the annual report	http://sscmotala.ac.in/pdf/Annual%20Report_1%20-%20Dhiraj%20Channekar.pdf http://sscmotala.ac.in/pdf/Annual%20Report%20TR%20-%20Dhiraj%20Channekar.pdf

2.7 - Student Satisfaction Survey

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

http://sscmotala.ac.in/pdf/SSS-2020-21%20-%20Dhiraj%20Channekar.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

1

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

0

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

NIL

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

00

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

0

File Description	Documents
URL to the research page on HEI website	http://sscmotala.ac.in/pdf/Research%20Supervisors%20Recognition%20Manch.pdf
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

4

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

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

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

5

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

3.4 - Extension Activities

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

The college organizes various extension activities to sensitize the students towards social issues and to understand their role as a responsible person in the society. Our college is belongs to rural locality and students from surrounding areas therefore form a major chunk of the admissions. College has organized such a programs like conservation of trees, care of health especially during pandemic time, attempt to abolish various blind faiths among the folks, women safety and personality development.

On the conservation of forest, specially a tree Palash (Butea-monosperma), there is a misconception like cutting and uprooting the palash trees in the celebrations of some festivals. One of the faculty members wrote an article in regarding information about medicinal values and uses of the tree by circulating this article in nearby communities with the help of students, Students also got involved in this social responsibility.

In the covid-19 situation the college took an initiative to distribute the masks and sanitizers to people residing near to the college. This preventive measure took to curb the covid-19 menace.

Our college organized a webinar on "Women Safety Measures" delivered by Assistant Police Inspector Mrs. Prashali Kale, Amravati. She conversed well with the students in the question-answer session.

A webinar on personality development titled "Attitude matters a lot" was delivered by Mr. Sachin Burghate (Director of Aspire Academy, Akola). During speech, he motivated the students to believe in self and in the qualities they have and possess scope for improvement. The talk guided the students to tackle difficult situations arising in their everyday life. His lecture proved a

confidence booster among the listeners.

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

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

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

1

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

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

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

8

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

277

File Description	Documents
Report of the event	View File
Any additional information	View File
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

00

File Description	Documents
e-copies of related Document	**No File Uploaded**
Any additional information	**No File Uploaded**
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

7

22-10-2022 05:38:32

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is spread over the 3.98 acres. It is well connected to around thirty villages in Motala taluka.

Following facilities are available in our institution :

Class Rooms : We have 12 classrooms, each equipped with comfortable desks, benches and black- boards, There are 05 well equipped laboratories for practical. Out of these, 2 laboratories are used for practical as well as theory classes.

ICT as a Learning Resource : The college has provided 52 computers for students and faculties. Every department has its own computing facilities to meet the curriculum needs. All departments are provided with a maximum bandwidth of 100 Mbps. Of this, we have 100 Mbps from BSNL provider. We intend to provide free unlimited Wi-Fi internet facility on our campus shortly.

We have 02 ICT enabled classrooms, and these have LCD projectors, screens, internet connection and audio system. We have an electric generator for power backup.

Learning Spaces: All departments of the Science are well-equipped. The College has well equipped laboratories and classrooms. The administrative block has sufficient number of spacious rooms. Classrooms (Total 12) of different capacities meet requirements of UG and PG students. Each classroom boasts of subtle and comfortable furniture, good ventilation and adequate light.

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

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

The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga-center and cultural activities. The institute played a proactive and supportive role in grooming students in sports and cultural activities. Infrastructural and instrumental facilities have been developed for extracurricular activities.

Sports Activities :The college has adequate sports facilities. Students engage in games such as kho-kho, kabaddi, volleyball, weight lifting etc. Students practise for athletic events on the ground. The college is spread over more than 16106 square meter of campus which is used for various sport facilities. The institute has ground for several outdoor/indoor games. The college also promotes indoor games such as chess and carrom for mental fitness of students.

Cultural Activities & Events: Students participate in the intercollegiate and University level Youth Festival. This provides them an opportunity to show their talent. Shivotsav is another platform for the large number of talented stuffs. It is an activity organized by our parent society Shri Shivaji Education Society, Amravati. All the institutions associated with the same participate in it. The birth anniversary of Dr. Panjabrao Deshmukh, the founder president of our society, is celebrated from 25th to 27th December every year as annual social gathering.

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

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

2

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

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

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

1.87

File Description	Documents
Upload any additional information	[View File](#)
Upload audited utilization statements	[View File](#)
Upload Details of budget allocation, excluding salary during the year (Data Template	[View File](#)

4.2 - Library as a Learning Resource

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

The central library of the college came into existence with the establishment of the college in the year 1990. Numerous students benifitted themselves by issuing books for curricular studies and competitive examinations.The reading hall of the library stands apart. It hasgood lighting and seating arrangement. Reading hall has a computer with internet / Wi-Fi access forthe students. It is well protected with CCTV security. Library at present provides services partially automated from the year 2015 with Soul 2.0 Library Management software. It is upgraded with OPAC since 2015 with SOUL automation Software with improvised user-friendly OPAC interface.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	**E. None of the above**

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

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

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

0.80

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

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	No File Uploaded

4.3 - IT Infrastructure

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

The details of the IT facilities including Wi-Fi is as follows.

Our Institute frequently updates its IT facilities including Wi-Fi. A technician is outsourced as per requirement for the maintenance. The IT facilities are updated periodically as per the requirements. Related equipments are purchased as per the demands of the respective department i.e. advanced computers, printers, scanners, accessories, LCD projectors, screen, CCTV cameras, audio aids etc. All the procured IT infrastructure is kept a record of in the stock-book. Broadband internet connection is provided to the departments. The college has uninterrupted BSNL broadband internet connection facility available in the Administrative Office, IQACoffice, Central Library and YCMOU office. Wi-Fi router is installed in the administrative block. All the departments of science faculty are also Wi-Fi enabled. This facility is also at the disposal of the students.Computer laboratory is being used by the students ofcomputer scienceand commerce. In the institution, there are fifty-two computers and a laptop. Printers, scanners, projectors, CCTV Cameras, UPS inverter, generator, photocopy machine being the other allied hardware.Services of Authorized Library Management Software (SOUL 2.0), college automation software, admission management software and account management software are also availed.

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

4.3.2 - Number of Computers

52

File Description	Documents
Upload any additional information	View File
List of Computers	View File

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

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

4.4 - Maintenance of Campus Infrastructure

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

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

8.28

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

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

The infrastructure of our institute is adequate to provide a conducive atmosphere to achieve program outcomes. The laboratories of all core subjects are well equipped and maintained.

Physical Maintenance and Utilization:

- **The college, IQAC, and CDC are constituted as per the rules**

and regulations to supervise the maintenance and utilization of physical and academic infrastructure.
- Various college committees are formed at the beginning of the session for the smooth working of institutional academic and administration work.
- The cleanliness and maintenance of the building committee, cycle stand and parking committee, and sports committee are formed to look after the maintenance of physical infrastructure facility.

Academic Maintenance and Utilization:

- The teaching-learning evaluation committee, college examination committee, educational tour and excursion committee, and timetable committee are formed in the beginning of the session.
- These committees organize meetings separately and decide policy matters in the maintenance and utilization of academic facility.
- The teaching-learning evaluation committee ensures the regular academic schedule as per the timetable.

Support facility maintenance and utilization:

- Library committee is formed for the purpose of maintenance and utilization of support facilities such as the internet etc.
- In addition to the above committee department of physical education and NSS unit are also involved in theutilization of facilitiessuch as games and sports facilities.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	http://sscmotala.ac.in/pdf/Policies.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

639

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

File Description	Documents
Link to Institutional website	http://sscmotala.ac.in/pdf/Soft_Skill_Report.pdf, http://sscmotala.ac.in/pdf/Life_skills_Report.pdf,http://sscmotala.ac.in/pdf/Language_and_Communication_Skill_report.pdf,
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

110

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

110

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	[View File](#)
Upload any additional information	[View File](#)
Details of student placement during the year (Data Template)	[View File](#)

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

5.2.2.1 - Number of outgoing student progression to higher education

62

File Description	Documents
Upload supporting data for student/alumni	[View File](#)
Any additional information	[View File](#)
Details of student progression to higher education	[View File](#)

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

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

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	View File
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

5.3 - Student Participation and Activities

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

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

0

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The students admitted to different programs are given due representation by various academic and administrative bodies. Their representation at some places is supported by the provision

made in Maharashtra Public Universities Act. The institution also has provided a good amount of representation to the students at its own level. Following are the bodies/committees where the students are given representation: College Development Committee (CDC), Internal Quality Assurance Cell (IQAC), Dr. Panjabrao Deshmukh Jayanti Utsav Committee, N.S.S., N.C.C., subjects forums, the editorial board of 'Shivarpan', Students' Welfare Committee etc. Various cells of the institution have taken a keen interest to see the maximum representation of students in the academic and general governance of the institution. The students are also actively involved in organizing training activities under the aegis of NSS & NCC. Since the students have representation in NSS, NCC, and subject forums, they contribute proactively in organizing activities mentioned below:

1) Cleanliness and tree plantation drive 2) Organization of various workshops and seminars/webinars 3) Patriotic song competition on Independence Day as well as Dr. Panjabrao Deshmukh's birth anniversary 4) Teachers' Day celebration5) Organization of elocution competition 6) Organization of 'Dr. Panjabrao Deshmukh birth anniversary 7) Sensitization programs such as a) Survey on Green Literacy Program b) Voter Awareness Program c) Road Safety Program 8)Organization of expert talks/guest lectures under various subject societies/forums 9) Gender Sensitisation Programs 10) Health Check-up Program. Thus the institution has given maximum representation to the students on various bodies.

File Description	Documents
Paste link for additional information	https://sscmotala.ac.in/pdf/Student%20representation.pdf
Upload any additional information	View File

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

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

1779

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

5.4 - Alumni Engagement

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

Registration of Student Alumni Association under process.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

File Description	Documents
Upload any additional information	**No File Uploaded**

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision:

To develop the institute as a center of higher learning ever abreast with the expanding horizon of knowledge and to facilitate the transformation of students into good human beings, responsible citizens & competent professionals.

Mission:

Shri Shivaji Arts, Commerce & Science College, Motala is committed to the mission of the parent body "Tamso-ma-Jyotirgamaya." The college has full faith in its mission which will be to produce intelligent, noble, tolerant, confident, courageous, self-radiant students who may prove themselves to be good health, responsible citizens of prosperous India.

File Description	Documents
Paste link for additional information	http://sscmotala.ac.in/pages/vision_mission.php
Upload any additional information	**No File Uploaded**

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

1. Executive committee: The Executive Committee of the parent institution takes policy decisions regarding the academic and infrastructural development of the college. The Executive Committee decides policy matters and takes key decisions including the recruitment, confirmation of the services, promotion, and transfer of the employees. There are various committees working under the surveillance of the executive committee i.e. Purchase Committee, Finance and Accounting Committee, Building Construction Committee, Grievance Committee, Academic Audit Committee, etc.

2 Decentralization of administrative responsibilities: The principal as the Head of the administrative office executes duties, and responsibilities through the office staff by constituting various committees such as the academic planning and monitoring committee, purchase committee, NSS and NCC advisory committee, admission committee, library advisory committee, infrastructure committee, student welfare committee, cultural committee, etc. These committees are empowered to take decisions regarding initiatives to ensure quality in academic, administrative, and extension activities.

3. IQAC: The IQAC of the college is established as per NAAC guidelines as a link between stakeholders consisting of teaching, non-teaching staff, students, management, social workers, alumni,

and entrepreneurs. The responsibility of seven criteria is entrusted to the head of each criterion convener assisted by two-three staff members in the decision-making of quality initiatives reflected in the respective criterion. The Head of each criterion carries out the work which comes under their criterion and fulfills the work from the respective administrative committees.

File Description	Documents
Paste link for additional information	http://sscmotala.ac.in/pages/executive_committee.php
Upload any additional information	**No File Uploaded**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The college is affiliated to Sant Gadge Baba Amravati University, Amravati and the college has to follow the curriculum developed by the university according to rules and regulations. At the beginning of academic session, academic calendar committee prepares the academic planning and every activity is carried out accordingly.

File Description	Documents
Strategic Plan and deployment documents on the website	**No File Uploaded**
Paste link for additional information	http://sscmotala.ac.in/pdf/College%20Academic%20Calender2020-21%20-%20Mr.pdf.pdf
Upload any additional information	**No File Uploaded**

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

Executive committee: The Executive Committee of the parent institution takes policy decisions regarding the academic and infrastructural development of the college. The Executive Committee decides policy matters and takes key decisions including the recruitment, confirmation of the services, promotion and transfer of the employees. There are various committees working under the surveillance of the executive committee i.e. Purchase Committee, Finance and Accounting Committee, Building Construction

Committee, Grievance Committee, Academic Audit Committee, etc.

College Development Committee (CDC): According to the Maharashtra Public Universities Act 2016, the CDC has been established. It prepares an overall comprehensive development plan for the college regarding academic, administrative, and infrastructural growth. It takes decisions regarding the introduction of new academic courses and the creation of additional teaching and administrative posts, and policies to encourage and strengthen research culture, consultancy, collaboration, and extension activities in the college. The reports of the IQAC are discussed in the CDC meeting and appropriate suggestions are communicated to the authority.

Administrative Setup: The Principal is the Executive Head of the institution. He is authorized to make decisions regarding academic, administrative, and financial matters in accordance with the policy matters as per the rules and regulations of the state government and UGC. The office head clerk is the custodian of the college office which includes establishment and accounts sections.Senior clerk, junior clerk, and peons assist him.

The Internal Quality Assurance Cell: IQAC plans for the development of quality parameters for the various academic and administrative activities. It monitors teaching, learning, evaluation, and research. It coordinates between the management, the principal, staff and students.

The Librarian: The Librarian is the Head of the Library and information center. He is assisted by an attendant. The college library advisory committee discusses the issues regarding the functioning of the library and information center.

Supporting Committees: Various committees are constituted for smooth administration. The convener of each committee prepares an action plan, and ensures smooth functioning and accomplishment of tasks.

Service and Promotion rules: The service rules decided by the UGC and the State Government are followed for the appointment and promotion of the teachers, director of physical education, librarian, and non-teaching staff.

Grievance Redressal Mechanism: There is a separate grievance redressal committee for students. The college has set up a complaint box for students. The grievance redressal committee discusses the complaints and takes decisions accordingly. The

mechanism for dealing with complaints is as follows. The principal receives complaints orally or in writing. Received complaints are taken a mentioned of in the committee meeting and measures are suggested to address the issues. An independent anti-sexual harassment cell is constituted to investigate female student/ staff complaints in this aspect. An anti-ragging committee has also been set up to resolve the issues reported.

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

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

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

6.3 - Faculty Empowerment Strategies

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

Teaching and Non-Teaching staff:

The parent institute Shri Shivaji Education Society, Amravati and the college have initiated several welfare measures for the well-being of teaching and non-teaching staff.•The parent institution offers a job to one of the family members after the sudden demise of a staff member in service on compassionate grounds as per government rule. •The institution felicitates employees and their

wards for their outstanding achievements. •Medical facility is provided to teaching and non-teaching staff in Dr. Panjabrao Deshmukh Memorial Medical College, Amravati. •Teaching and non-teaching staff is covered by Group Life Insurance. •Free check-up camp for Hemoglobin, Blood Pressure and Sugar is organized every year for teaching and non-teaching faculty at the aforesaid institution.Medical reimbursement: As per the guidelines of the affiliating university and UGC, medical reimbursement is given to employees. Academic Facilities: Staff room with WiFi facility, Leaves: Leaves rule of the university are adhered to employees as per their entitlement.

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

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

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

Nil

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

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

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

Nil

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

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

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

10

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

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

Institution evaluates all teaching & non-teaching staff every year. An appraisal system evaluates a faculty's academic performance against a list of set objectives and it identifies SWOC of concerned faculty.

The performance of each faculty member is assessed according to the Annual Self-Assessment by the Performance Based Appraisal System (PBAS). Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score which appears before screening cum selection committee. The institution undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities. The institute accords appropriate weightage for these contributions in their overall assessment. The faculty members are informed well in advance of their due promotion. The PBAS proforma filled by the faculty member is checked and verified by the Heads of the Departments, followed by the Principal & IQAC office.

The non-teaching staff are also assessed through annual confidential report. The various parameters for staff members are assessed under different categories i.e. character, habit, talent, departmental abilities, capacity to work hard, discipline, reliability, relations/co-operation with superiors, subordinates, colleagues, students and public.

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

6.4 - Financial Management and Resource Mobilization

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

The college has internal and external audit mechanisms. The internal audit is conducted at the end of the financial year by hiring the services of the authorized chartered accountant appointed by the management. The audited reports are submitted to the Office of the Joint Director, Amravati Division by the end of the month of June. The external assessment is carried out every ten years by the competent government authority. The General Audit is also conducted by the Auditor General of the State, Nagpur Region. The financial irregularities are pointed out by the auditor general and are settled as per the financial provisions.

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

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

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

NIL

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

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

The primary source of funds for the institution comes from

1. Students' fees

2. Funds from the parent education society

Our institution receives aid from the Government of Maharashtra for undergraduate courses in the streams of arts, commerce and science. Computer science section and the one offering post-graduation in commerce run on a non-aided basis.

Appropriate utilization of financial resources is planned at the beginning of every financial year. The expenses occur primarily due to the following

1. Salaries of teaching and non-teaching staff (courses running on a non-aid basis)

2. Departmental Budget

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3. Infrastructure

4. Maintenance etc.,

5. Administrative expenses

6. Cultural & Co-curricular activities

7. Promotional activities

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

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell of the college was established in the year 2013to oversee the quality of services being rendered by the institution to all its stakeholders. An IQAC committee is created with the consent of the governing body to oversee the assurance policies. Shri Shivaji Arts, Commerce and Science College, Motala, Dist. Buldana is committed in its stance to developing infrastructure, improving faculty competency and envisaging students to self-learning. The IQAC takes initiatives to enable the institution to work in accordance in its vision/mission. The quality policy is reviewed once in every semester and is revised as and when required by the IQAC committee. Parameters that increase the quality of the institution like innovations in teaching, workshops, conferences, FDPs, publications in journals etc. are considered after IQAC Committee approves them.

The institution adheres to the syllabus proposed by the affiliating university for all streams. Built to help the students secure their future and enable them to create their own paths, this program allows for every student to be successful. If followed meticulously, the program enables the student to start their careers be it in service or higher studies. The holistic and outcome-based programs prove to be the building blocks and

measurable prospects and train students to ensure triumph in their chosen careers. Along with providing quality education, our college also makes sure that this education is useful to its student in whatever profession they wish to choose. These examples are among the many others. The college leaves no stone unturned to improvise itself in its compliance to maintain the best quality of education. It strives to be the best so that it can be to provide the best to its students as what they truly deserve.

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

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

Information regarding each course proves useful to decide the planning of teaching and learning for every chapter. The faculties of all the streams are aware of the syllabus and make sure that all the admitted students fulfill the pre-requisites. They see if the students have a fair knowledge of the basics they encountered in the previous classes, so that they comprehend the things being taught in the class. This is done by taking a small quiz or discussing the needed basics. Upon cross-checking pre-requisites the teachers start the event schedule that they plan in the beginning of the year. A proper plan for every topic and its delivery is made by the teacher. A teacher holds revisions at the conclusion of every topic. Course outcomes are mapped along with program outcomes. Chapter-wise lecture notes in accordance with the syllabus along with reference books prove to be the best guiding tools that provide proper direction and a sense of clarity while teaching.

The college diary is properly maintained containing details of the teacher, course and day-wise schedule. Feedback is collected from the students to gauge the extent of implementation and measure the impact of curricular and co-curricular activities. The enrichment of higher education systems to take on new challenges in nurturing the noble and vigilant citizens of the future can be done by the adaptation of efficient academic frameworks and appropriate strategic deliberations.

In the covid-19 period, teaching was conducted in online mode by means of various platforms. Teaching was made interactive by using presentations, videos and other reference material and shared with students. Students welcomed and responded warmly to this novel teaching approach. The college abides by its commitment to provide solutions for social, economic and emotional hardships faced by the students without any bias so that they develop curiosity in the subjects and devote their maximum attention to studies and excel in academics.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Gender Sensitization:

- Internal Complaints Committee (ICC) organizes various events including guest lectures to empower and support young minds in achieving their goals.
- The College celebrates International Women's Day in a grand manner and presents success stories of famous women to inspire the girl students and to make them understand their potential.
- The faculty of the college gets appreciated without gender bias. Women faculty are designated, based on their capabilities, as heads of the departments and conveners of various committees and perform their duties competently.

- Sr. No

  Name of Programme

  Date of Programme

  No. of Participants

  1

  International Women's Day

    - Eloquence Competition On the topic 'A capable Women in various Fields'

  08/03/2021

  15

    - Essay Competition on the topic:- 1. 'The Challenges facing women in the 21st century 2. 'The role of women in politics' 3. 'Your Favorite Ideal Women' 4. Gender Equality- Value and reality.

  08/03/2021

20

2

State-level Webinar on "Women Safety and Role of Police"

08/03/2021

135

File Description	Documents
Annual gender sensitization action plan	https://sscmotala.ac.in/pdf/action_plan_20_21.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://sscmotala.ac.in/pdf/Specific%20facilities%20provided%20for%20women.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**D. Any 1 of the above**

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	View File

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

Solid Waste:

Waste generated in the college buildings and campus by all kinds of routine activities includes paper, food, glass, metal, plastic, laboratory waste etc. Trash bins are placed in every administrative building, laboratory, classroom and library at different locations in the campus. The waste is separated at each level and source. Workers in each block confirm that the waste in each floor is collected after a certain interval of time. The block sweeper in each floor collects, cleans, isolates and compiles the waste in the dustbins provided at each floor. Biodegradable waste is transferred to the vermin-compost bed of the college to make eco-friendly organic fertilizers. Non-biodegradable waste is transferred to the dumping ground of Municipal Council, Motala It is treated there and later is returned to college.

Liquid Waste: Nil.

E-Waste Management: Nil.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	[View File](#)
Geo tagged photographs of the facilities	[View File](#)

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

    1. **Restricted entry of automobiles**

2. **Use of bicycles/ Battery-powered vehicles**
3. **Pedestrian-friendly pathways**
4. **Ban on use of plastic**
5. **Landscaping**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	C. Any 2 of the above

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information :	C. Any 2 of the above

Human assistance, reader, scribe, soft copies of reading material, screen reading	

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

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

The college is highly dedicated to endorse cultural harmony towards cultural, regional, linguistic, communal, socio-economic and other diversities to maintain an inclusive environment. Various cultural activities are conducted by the college and monitored by the cultural committee. It serves as a platform for enhancing and exposing the hidden talents and skills of the students in various fields.

Students actively participate in various extra-curricular activities including annual gatherings, social awareness programs, tree plantation, elocution, quiz, rangoli competitions etc.

Constitution day is celebrated sensitizing students about the Constitution of India and creating awareness about practicing social harmony.

College has implementea code of conduct under which discipline is maintained in the campus. Uniform is mandatory for students of the college and staff which helps to maintain an inclusive environment.

Department of Marathi organized activities to promote linguistic harmony like 'poetry writing' and conducted workshops on "creativity of poetry". The admission policy clearly states that equal opportunity shall be given to all candidates as per the UGC guidelines. Annual gathering is organized every year on the occasion of Dr. Panjabrao alias Bhausaheb Deshmukh's birth

anniversary. It helps in enhancing leadership and inculcating a sense of responsibility.

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

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

College organized activities to create awareness for employees and students to inculcate values for being a responsible citizen. College conducted anti-ragging committee, formation of internal complaints committee, grievance redressal committee, discrimination against SC/ST Committee, etc. for looking into the issues of students and employees promptly.

A blood donation camp gets organized in association with government blood bank to encourage students and staff to donate blood organized on 27th December 2020 to make their contribution towards creating a shared value to the society.

Tree plantation drive was organized by the Department of Botany, NSS and NCC on 19th July 2021 to create interest in conservation of nature.

Cleanliness drive was organized on the occasion of Sant Gadge Baba jayanti dated on 24th February 2021 by NSS wherein the students cleaned the college premises to spread awareness on cleanliness among the local people.

Reading Inspiration Day was organized in honour of former President late Dr. A. P. J. Abdul Kalam on 15th October 2020 to imbibe reading habits among students and staff members.

Constitution day was celebrated on 26th November 2020 to educate and aware of our constitution of India by giving an oath to the students and staff.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	https://sscmotala.ac.in/pdf/activities_that_inculcate_values.pdf
Any other relevant information	Nil

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

A. All of the above

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

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

Shri Shivaji Arts Commerce and Science College, Motala celebrates national and international commemorative days, events, and festivals like Republic Day, Independence Day, International Yoga Day, Mahatma Gandhi and Lal Bhadur Shastri Jayanti, Dr. Babsaheb Ambedkar Jayanti, Savitribai Fule Jayanti, Netaji Subhas Chandra Bose Jayanti, Rashtramata Jijau Jayanti, Chatrapati Shivaji Maharaj Jayanti, Sant Gadge Baba Jayanti, Punjabrao alias Bhusaheb Deshmukh Jayanti, etc. In a few cases, small committees are formed in collaboration with the faculty, employees and students who form

a team and manage the activities in a smooth way. Students take an active part in organizing the Independence Day and Republic Day celebrations. On both these days, our national flag is hoisted with full honor and the national anthem is sung by all the attendees. In addition, students celebrate farewell parties under the guidance and supervision of faculty and staff. Due to the COVID-19 pandemic, the institute remains closed for students. However, still, efforts have been made to conduct various important events either through skeletal staff or in virtual mode. The college takes pride in organizing all the important national events irrespective of any bias towards caste, creed, or religion.

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

7.2 - Best Practices

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

Connect to environment through nature club

Awareness to keep surroundings green, clean, conserving water and protecting its resources, waste management/ recycling, diminish plastic usage.

Plantation of indigenous species, campaign to conserve Palas tree in 'Pola' festival. Installation of Apiculture and Vermicomposting unit, sapling-donation, collaboration with Social forestry, Motala; IGEN-SDG-9 Online 99 Days Project, observance of days of environmental importance, organizing webinars/ seminars, competitions, guest lectures etc. Observance of "No Vehicle Day", tying Rakhis to the trees and participation in projects. College has fully grown 298 trees.

Inculcating social responsibility through activities

Awareness for social and contribution to nation development. Achieving the mission of the institution. Execute governmental

schemes, overcome lacuna in development of rural society.

Organization of online competition for students related to the life and work of national leaders and influential historic personalities, assistance of NSS and NCC volunteers to Tehsil office and Health Department during COVID-19 pandemic, celebration of Constitution Day, students' aid in natural catastrophes, participation in tree plantation, celebrating Kargil Day, Yoga Day, contribution towards Armed Forces Flag Day/PM Relief Fund/CM Relief Fund, Swachhata Abhiyan, blood donation camp etc.

File Description	Documents
Best practices in the Institutional website	http://www.sscmotala.ac.in/pdf/Best_Practice_New.pdf
Any other relevant information	Nil

7.3 - Institutional Distinctiveness

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

From more than three decades our college has been striving hard to provide education, especially tostudents coming from rural background and economically weakfamilies. This does not mean that they lack in talent, knowledge and humility. The college imparts education in arts, commerce and science streams. College has collaborations with various organizations, institutes & industries through MOUsso that students get to know various aspects through visits/ practicaland guest lectures. College provides distance education facility through Y.C.M.O.U centre. College staff motivates parents for encouraging their daughters to pursue higher education. Now girls have outnumberedboys in terms of enrollment.The college runs a'Student Bank' for financiallybackwardstudents. This bank provides loans to students without incurring any interest so thattheycan bearadmission/ examination fees and other expenses.Information about all schemes istimely announced so that all government welfare schemes and scholarships are easily available to thestudents in the college. Most of the students come from agrarian familiesso the college has commenceda skill based programme "Certificate course on Organic Farming" that urgestominimise the usage ofchemical fertilizersand pesticides.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	**No File Uploaded**

7.3.2 - Plan of action for the next academic year

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1.  To organize visits to banks and industries.
2.  To start certificate courses and MOU's.
3.  To increase alumni and generate funds.
4.  To conduct soft skill development programme.
5.  To innovate roof top water harvesting.
6.  To motivate faculty members for the FDP programmes.
7.  To set up solar power generator.
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