# Yearly Status Report - 2017-2018

| Part A | |
|--------|--|

**Data of the Institution**

| 1. Name of the Institution | SHRI SHIVAJI ARTS, COMMERCE AND SCIENCE COLLEGE, MOTALA ,DIST. BULDANA |
|----------------------------|------------------------------------------------------------------------|
| Name of the head of the Institution | Dr. Sunil Haribhau Pande |
| Designation | Principal |
| Does the Institution function from own campus | Yes |
| Phone no/Alternate Phone no. | 07267295324 |
| Mobile no. | 9850994478 |
| Registered Email | ssacscm317@gmail.com |
| Alternate Email | avi.meherkar@gmail.com |
| Address | Old Malkapur Road, Behind Sakshi Garden Restaurant Motala |
| City/Town | Motala |
| State/UT | Maharashtra |
| Pincode | 443103 |

## 2. Institutional Status

| | |
|---|---|
| Affiliated / Constituent | **Affiliated** |
| Type of Institution | **Co-education** |
| Location | **Rural** |
| Financial Status | **Self financed and grant-in-aid** |
| Name of the IQAC co-ordinator/Director | **Mr. Avinash S. Meherkar** |
| Phone no/Alternate Phone no. | **07267295324** |
| Mobile no. | **8805902112** |
| Registered Email | **ssacscm317@gmail.com** |
| Alternate Email | **avi.meherkar@gmail.com** |

## 3. Website Address

| | |
|---|---|
| Web-link of the AQAR: (Previous Academic Year) | [https://sscmotala.ac.in/pages/aqar.php](https://sscmotala.ac.in/pages/aqar.php) |

## 4. Whether Academic Calendar prepared during the year

| | |
|---|---|
| **4. Whether Academic Calendar prepared during the year** | **Yes** |
| if yes,whether it is uploaded in the institutional website: Weblink : | [https://sscmotala.ac.in/pdf/College%20Academic%20Calender2017-18%20-%20Mr.pdf](https://sscmotala.ac.in/pdf/College%20Academic%20Calender2017-18%20-%20Mr.pdf) |

## 5. Accrediation Details

| Cycle | Grade | CGPA | Year of Accrediation | Validity | |
|---|---|---|---|---|---|
| | | | | Period From | Period To |
| **2** | **C** | **1.86** | **2015** | **01-May-2015** | **30-Apr-2020** |

## 6. Date of Establishment of IQAC

| | |
|---|---|
| **6. Date of Establishment of IQAC** | **25-Jul-2013** |

## 7. Internal Quality Assurance System

| Quality initiatives by IQAC during the year for promoting quality culture | | |
|---|---|---|
| Item /Title of the quality initiative by IQAC | Date & Duration | Number of participants/ beneficiaries |
| **Regular meetings of IQAC** | **15-Jun-2017** | **12** |

| Feedback from stakeholders | 01-Feb-2018 5 | 316 |
|---|---|---|
| | 1 | |

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**8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.**

| Institution/Department/Faculty | Scheme | Funding Agency | Year of award with duration | Amount |
|---|---|---|---|---|
| Nil | Nil | Nil | 2018 00 | 0 |

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| **9. Whether composition of IQAC as per latest NAAC guidelines:** | **Yes** |
|---|---|
| Upload latest notification of formation of IQAC | View File |
| **10. Number of IQAC meetings held during the year :** | **3** |
| The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website | **Yes** |
| Upload the minutes of meeting and action taken report | View File |
| **11. Whether IQAC received funding from any of the funding agency to support its activities during the year?** | **No** |

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

• **Making all the teachers aware of values of institutional accreditation. • Implementation of Campus ERP software for admission process • Various value based programmes like empowerment of woman, world literacy Day, Voter's awareness rally, Kranti Day organized, Various cultural activities conducted during birth anniversary of Founder President of our Shri. Shivaji Education Society Amravati Dr. Punjabrao Deshmukh. • Cleanliness mission drive • Introduction of online registration form for admission.**

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**13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year**

| Plan of Action | Achivements/Outcomes |
|---|---|
| Campus ERP software for automization of admission process | Installed and in use |
| 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 |
| Motivated the teachers for research | Teachers are motivated for research and six research papers submitted |
| Feedback collection | Feedback is collected from stakeholders and analysed. Important suggestions are sorted out and improved |
| Plantation | Plantation has been carried out by NSS and NCC cadets. |
| Empowerment of woman programme organised | Dr. Bhamre,Mrs. Magar and Mr. Koli were present to preside over and 210 girl students were present |
| Voters awareness rally organization | Rally was organised by NCC, NSS in collaboration with Tahasil office ,Motala |
| A series of Lecture oragnised | A series of lecture on the life of Jadhao Family was oranized by History department. Dr. Devare, Asst. Prof., Vyanktesh college, D. Raja presided over the programme. |
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| | |
|---|---|
| **14. Whether AQAR was placed before statutory body ?** | No |
| **15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?** | No |
| **16. Whether institutional data submitted to AISHE:** | No |
| **17. Does the Institution have Management Information System ?** | Yes |
| If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words) | The Management Information System is used in the functioning of the college administrative processes including student admission, student registration, fee details, students details, generation of admission slip, list of students, salary structure for employees, arrears details, library management system. |

## CRITERION I – CURRICULAR ASPECTS

### 1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

As our college is affiliated to Sant Gadge Baba Amravati University, Amravati, hence, we follow the curriculum designed by the University. The university prepare yearly academic calendar containing admission process, semester examination, holidays etc. On the basis of academic calendar given by university, our college academic calendar committee prepare academic and activity calendar for effective implementation. At the beginning of every session, the time table committee prepares time table and displays it on notice board. Heads of departments distribute workload to faculty teachers as per the university norms. The teachers prepare teaching plan according to academic calendar and guidelines provided by the university. Every teacher maintains the academic diary and record of the engaged lectures, practicals, seminars and other activities/programs conducted throughout the year. Periodically the principal holds the meeting with the heads of the departments to review and discuss the curriculum delivery. Periodically each department conducts departmental meetings adhering to discussion on syllabus review, practical's, departmental activity, planning for internal exam, seminars, programs. Students are given assignments, seminars and projects under the supervision of the faculty teachers. Various eminent faculty members from other institutions are invited frequently for guest-lectures so that the students should get exposure to the current trends and the latest subject knowledge. Additional facilities such as an extra book issue and personal counseling are provided to advanced learners by central library as well as by faculty members. Due care is also taken of slow learners by conducting remedial classes. Teacher- Guardian (Mentor-Mentee) system is implemented for identifying weakness and strength. The skills learnt through extension activities like NSS, NCC, etc. help the students to learn time management, build self-esteem and practice goal setting. Feedback on teaching and curriculum is taken from the students for ensuring better delivery and effective implementation of curriculum.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

| Certificate | Diploma Courses | Dates of Introduction | Duration | Focus on employ ability/entreprene urship | Skill Development |
| --- | --- | --- | --- | --- | --- |
| Communicat ion skill in English | Nil | 18/08/2017 | 15 | Employabil ity | Skill developed |
| Vykaran ( Grammar ) in Marathi | Nil | 21/08/2017 | 15 | Employabil ity | Skill developed |

### 1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

| Programme/Course | Programme Specialization | Dates of Introduction |
| --- | --- | --- |
| Nill | Nil | Nill |
| No file uploaded. | | |

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

| Name of programmes adopting CBCS | Programme Specialization | Date of implementation of CBCS/Elective Course System |
|---|---|---|
| Nill | Nil | Nill |

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

|  | Certificate | Diploma Course |
|---|---|---|
| Number of Students | 43 | Nil |

## 1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

| Value Added Courses | Date of Introduction | Number of Students Enrolled |
|---|---|---|
| Communication skill in English | 18/08/2017 | 25 |
| Vykaran ( Grammar ) in Marathi | 21/08/2017 | 18 |
| View File | | |

1.3.2 – Field Projects / Internships under taken during the year

| Project/Programme Title | Programme Specialization | No. of students enrolled for Field Projects / Internships |
|---|---|---|
| Nill | Nil | Nill |
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## 1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

| Students | Yes |
|---|---|
| Teachers | Yes |
| Employers | No |
| Alumni | Yes |
| Parents | Yes |

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained

In the academic session 2017-18, we have collected feedback in offline mode from different stakeholders like students, teachers. Alumni and Parents. After receiving feedbacks, the IQAC along with the teaching departments gives due consideration to every aspect received in the form of suggestions and recommendations and accordingly the departments are directed to incorporate necessary changes in the teaching learning process. In view to identify drawbacks in the syllabus as per the requirement of various stakeholders, the college had taken feedback on curriculum from the students regarding their course. The collected feedbacks are analyzed by the respective teachers and a report is prepared.

## CRITERION II – TEACHING- LEARNING AND EVALUATION

## 2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

| Name of the | Programme | Number of seats | Number of | Students Enrolled |
|---|---|---|---|---|

| Programme | Specialization | available | Application received | |
|---|---|---|---|---|
| BA | Bachelor of Arts | 420 | 367 | 367 |
| BCom | Bachelor of Commerce | 396 | 332 | 332 |
| BSc | Bachelor of Science | 408 | 388 | 388 |
| MCom | Master of Commerce | 176 | 121 | 121 |
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## 2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

| Year | Number of students enrolled in the institution (UG) | Number of students enrolled in the institution (PG) | Number of fulltime teachers available in the institution teaching only UG courses | Number of fulltime teachers available in the institution teaching only PG courses | Number of teachers teaching both UG and PG courses |
|---|---|---|---|---|---|
| 2017 | 1087 | 121 | 12 | Nill | 4 |

## 2.3 – Teaching - Learning Process

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

| Number of Teachers on Roll | Number of teachers using ICT (LMS, e-Resources) | ICT Tools and resources available | Number of ICT enabled Classrooms | Numberof smart classrooms | E-resources and techniques used |
|---|---|---|---|---|---|
| 12 | 6 | 3 | 1 | 1 | 2 |
| View File of ICT Tools and resources | | | | | |
| View File of E-resources and techniques used | | | | | |

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The college has Mentoring system for tutor-ward. Each mentor is allotted with a proper number of mentees. The activities of the mentoring system are governed by a committee of experienced teachers. Regular activities are organized by the committee by preparing an action plan. Mentees are personally guided, advised and supported by the mentors. Regularity, punctuality and attendance of students are regularly paid attention to. Mentor also takes his duty to overcome challenges such as inability to pay college and exam fees. Optimistic personal and academic outcomes can be achieved by providing emotional and social support to the students. A student attains his desired destination by goal setting. Mentoring indeed plays a noble role in this cause. Mentor's observation, assessment and counselling nurtures the student's abilities and skills. In this way, a mentor collects personal and educational information of every mentee. The committee takes a time-bound review of the action-report and initiates appropriate action. The mentoring system regularly informs the parents about the students' progress enabling to establish a healthy parent-management relationship. The committee is reported by the mentor after accessing the mentee's strength, weaknesses, opportunities and challenges. The committee recommends suggestive measures and takes appropriate action to help the student overcome his hardships. Thus, a healthy atmosphere is maintained in the college. The anti-ragging committee keeps an eye constantly on any untoward activity within and outside the college premises. The system has provision of feedback on monitoring from the students. The analysis of the feedback obtained helps to get a good view from positive and negative sides. The committee then suggests corrective measures after pointing out the pros and cons of the system.

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor : Mentee Ratio |
|---|---|---|
| | | |

| 1208 | 12 | 1:101 |
|---|---|---|

## 2.4 – Teacher Profile and Quality

### 2.4.1 – Number of full time teachers appointed during the year

| No. of sanctioned positions | No. of filled positions | Vacant positions | Positions filled during the current year | No. of faculty with Ph.D |
|---|---|---|---|---|
| 34 | 12 | 22 | Nill | 2 |

### 2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year )

| Year of Award | Name of full time teachers receiving awards from state level, national level, international level | Designation | Name of the award, fellowship, received from Government or recognized bodies |
|---|---|---|---|
| Nill | NIL | Nill | NIL |

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## 2.5 – Evaluation Process and Reforms

### 2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

| Programme Name | Programme Code | Semester/ year | Last date of the last semester-end/ year-end examination | Date of declaration of results of semester-end/ year- end examination |
|---|---|---|---|---|
| BCom | UG-BCOM-3 | YEAR WISE | 02/04/2018 | 14/05/2018 |
| BCom | UG-BCOM-2 | YEAR WISE | 25/04/2018 | 11/06/2018 |
| BCom | UG-BCOM-1 | SEM II | 21/05/2018 | 04/08/2018 |
| BCom | UG-BCOM-1 | SEM I | 22/12/2017 | 21/01/2018 |
| BA | UG-BA -1 | SEM I | 30/12/2017 | 17/08/2018 |
| BA | UG-BA-1 | SEM II | 30/05/2018 | 03/08/2018 |
| BA | UG-BA-2 | YEAR WISE | 28/04/2018 | 08/06/2018 |
| BA | UG-BA-3 | YEAR WISE | 07/04/2018 | 22/05/2018 |

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### 2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

• Evaluation pattern of the university is followed since the institute is affiliated to the Sant Gadge Baba Amravati University, Amravati. The college organizes several co-curricular and extra-curricular programs pertaining to health, hygiene, pollution, literacy etc. apart from curricular programs. Students are encouraged to participate in university, state and national level competitions so that their personality, language and presentation skills improve. • Internal evaluation is performed through unit tests, mid-term exams, assignments and group discussions. Project works, practical sessions and seminars are also given to the students. • Students are guided to do literature survey from reference books and websites. Continuous evaluation of students is done on the basis of sincerity, punctuality and quality of work. • Projects are assigned to the students so that they are involved in participative learning. Teachers monitor them. The project work is reviewed and evaluated by internal and external examiners. • The teaching staff holds problem/difficulty solving sessions at the end of every unit taught.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

An academic calendar is prepared to implement curricular, co-curricular and extra-curricular activities during an academic session. It is prepared by the members of the concerned committee that is uploaded on the website and printed in the prospectus. The academic calendar is strictly followed in terms of date and time. Continuous internal evaluation is done to keep the faculty updated regarding the same. The institute also publishes a magazine "Shivarpan" which generalizes the informatics of the events organized as the stakeholders get a glimpse of the same and they give inputs for further improvements.

## 2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

http://sscmotala.ac.in/pdf/PO,PSO,CO%20SSC%20Motala%202017-18.pdf

2.6.2 – Pass percentage of students

| Programme Code | Programme Name | Programme Specialization | Number of students appeared in the final year examination | Number of students passed in final year examination | Pass Percentage |
|---|---|---|---|---|---|
| UG-BA | BA | Bachelor of Arts | 66 | 25 | 37.88 |
| UG-BCOM | BCom | Bachelor of Commerce | 60 | 41 | 68.33 |
| UG-BSC | BSc | Bachelor of Science | 102 | 47 | 46.08 |
| PG-MCOM | MCom | Master of Commerce | 18 | 9 | 50 |
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## 2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://sscmotala.ac.in/pdf/SSS-2017-18.pdf

## CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

### 3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

| Nature of the Project | Duration | Name of the funding agency | Total grant sanctioned | Amount received during the year |
|---|---|---|---|---|
| Total | 00 | Nill | Nill | Nill |
| Minor Projects | 00 | Nill | Nill | Nill |
| Major Projects | 00 | Nill | Nill | Nill |
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### 3.2 – Innovation Ecosystem

**3.2.1** – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

| Title of workshop/seminar | Name of the Dept. | Date |
|---|---|---|
| Nill | Nill | |

**3.2.2** – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

| Title of the innovation | Name of Awardee | Awarding Agency | Date of award | Category |
|---|---|---|---|---|
| Nill | Nill | Nill | Nill | Nill |
| No file uploaded. | | | | |

**3.2.3** – No. of Incubation centre created, start-ups incubated on campus during the year

| Incubation Center | Name | Sponsored By | Name of the Start-up | Nature of Start-up | Date of Commencement |
|---|---|---|---|---|---|
| Nill | Nill | Nill | Nill | Nill | Nill |
| No file uploaded. | | | | | |

## 3.3 – Research Publications and Awards

**3.3.1** – Incentive to the teachers who receive recognition/awards

| State | National | International |
|---|---|---|
| 00 | 00 | 00 |

**3.3.2** – Ph. Ds awarded during the year (applicable for PG College, Research Center)

| Name of the Department | Number of PhD's Awarded |
|---|---|
| Commerce | 1 |

**3.3.3** – Research Publications in the Journals notified on UGC website during the year

| Type | Department | Number of Publication | Average Impact Factor (if any) |
|---|---|---|---|
| National | Nill | Nill | 00 |
| International | Nill | Nill | 00 |
| No file uploaded. | | | |

**3.3.4** – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

| Department | Number of Publication |
|---|---|
| History | 1 |
| Commerce | 3 |
| English | 1 |
| Economics | 1 |
| [View File](#) | |

**3.3.5** – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

| Title of the Paper | Name of Author | Title of journal | Year of publication | Citation Index | Institutional affiliation as mentioned in the publication | Number of citations excluding self citation |
|---|---|---|---|---|---|---|
| Nill | Nill | Nill | 2017 | 0 | Nill | Nill |

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

| Title of the Paper | Name of Author | Title of journal | Year of publication | h-index | Number of citations excluding self citation | Institutional affiliation as mentioned in the publication |
| --- | --- | --- | --- | --- | --- | --- |
| Nill | Nill | Nill | 2017 | Nill | Nill | Nill |
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

| Number of Faculty | International | National | State | Local |
| --- | --- | --- | --- | --- |
| Attended/Seminars/Workshops | 2 | 5 | 2 | Nill |
| Presented papers | 2 | 4 | Nill | Nill |
| Resource persons | Nill | Nill | Nill | Nill |
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## 3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

| Title of the activities | Organising unit/agency/ collaborating agency | Number of teachers participated in such activities | Number of students participated in such activities |
| --- | --- | --- | --- |
| Defecation Free Campaign | Shri Shivaji Arts, Commerce And Science College Motala | 4 | 67 |
| Road Safety Campaign | Shri Shivaji Arts, Commerce And Science College Motala | 5 | 96 |
| Programme on Employment Generation | Shri Shivaji Arts, Commerce And Science College Motala | 6 | 106 |
| Tree Plantation Programme | Shri Shivaji Arts, Commerce And Science College Motala | 5 | 141 |
| Programme on Conservation of Water | Shri Shivaji Arts, Commerce And Science College Motala | 5 | 72 |
| Shramadan Programme | Shri Shivaji Arts, Commerce And Science College Motala | 4 | 146 |
| Skill development | Shri Shivaji | 5 | 67 |

| | | | |
|---|---|---|---|
| Training | Arts, Commerce And Science College Motala | | |
| Voter Awareness Programme | Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala | 5 | 147 |
| Awareness on prevention of Diseases (HIV-AIDS) | Shri Shivaji Arts, Commerce And Science College Motala | 5 | 92 |
| Right to Information Awareness Programme | Shri Shivaji Arts, Commerce And Science College Motala | 5 | 146 |
| View File | | | |

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

| Name of the activity | Award/Recognition | Awarding Bodies | Number of students Benefited |
|---|---|---|---|
| Nill | Nill | Nill | Nill |
| No file uploaded. | | | |

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

| Name of the scheme | Organising unit/Agency/collaborating agency | Name of the activity | Number of teachers participated in such activites | Number of students participated in such activites |
|---|---|---|---|---|
| Tree Plantation Programme | NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala | Tree Plantation | 5 | 141 |
| Voter Awareness Programme | NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala | Guidance for New Voters Registration | 5 | 147 |
| Cleanliness drive | NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala | Cleanliess drive | 6 | 61 |
| Awareness on prevention of Diseases (HIV- | NSS Unit, Shri Shivaji Arts, Commerce | AIDS Janjagruti | 5 | 92 |

| | | | | |
|---|---|---|---|---|
| AIDS) | And Science College Motala | | | |
| Right to Information Awareness Programme | NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala | Guidance for Right to Information | 5 | 146 |
| Women's Safety Week | Shri Shivaji Arts, Commerce And Science College Motala | Guidance for Women's Safety | 4 | 86 |
| Plantation in the College Campus | NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala | Tree Plantation | 5 | 60 |
| Voter Awareness Rally | NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala | Voter Awareness Rally | 5 | 90 |
| Awareness on prevention of Diseases (HIV-AIDS) | NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala | AIDS Janjagruti | 5 | 60 |

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## 3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

| Nature of activity | Participant | Source of financial support | Duration |
|---|---|---|---|
| Nill | Nill | Nill | 00 |

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

| Nature of linkage | Title of the linkage | Name of the partnering institution/ industry /research lab with contact details | Duration From | Duration To | Participant |
|---|---|---|---|---|---|
| Nill | Nill | Nill | Nill | Nill | Nill |

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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

| Organisation | Date of MoU signed | Purpose/Activities | Number of students/teachers participated under MoUs |
|---|---|---|---|
| Nill | Nill | Nill | Nill |

# CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

## 4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

| Budget allocated for infrastructure augmentation | Budget utilized for infrastructure development |
|---|---|
| 1.5 | 1.39 |

4.1.2 – Details of augmentation in infrastructure facilities during the year

| Facilities | Existing or Newly Added |
|---|---|
| Campus Area | Existing |
| Class rooms | Existing |
| Laboratories | Existing |
| Classrooms with LCD facilities | Newly Added |
| Classrooms with Wi-Fi OR LAN | Newly Added |
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## 4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

| Name of the ILMS software | Nature of automation (fully or patially) | Version | Year of automation |
|---|---|---|---|
| SOUL 2.0 | Partially | 2.0 | 2015 |

4.2.2 – Library Services

| Library Service Type | Existing | | Newly Added | | Total | |
|---|---|---|---|---|---|---|
| Text Books | 9091 | 1782240 | 378 | 77240 | 9469 | 1859480 |
| View File | | | | | | |

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

| Name of the Teacher | Name of the Module | Platform on which module is developed | Date of launching e-content |
|---|---|---|---|
| Nill | Nill | Nill | Nill |
| No file uploaded. | | | |

## 4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

| Type | Total Computers | Computer Lab | Internet | Browsing centers | Computer Centers | Office | Departments | Available Bandwidth (MBPS/GBPS) | Others |
|---|---|---|---|---|---|---|---|---|---|
| Existing | 49 | 1 | 14 | 0 | 0 | 1 | 14 | 100 | 4 |
| Added | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Total | 49 | 1 | 14 | 0 | 0 | 1 | 14 | 100 | 4 |

| 4.3.2 – Bandwidth available of internet connection in the Institution (Leased line) |
| --- |

| 100 MBPS/ GBPS |
| --- |

| 4.3.3 – Facility for e-content |
| --- |

| Name of the e-content development facility | Provide the link of the videos and media centre and recording facility |
| --- | --- |
| Nill | Nill |

## 4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

| Assigned Budget on academic facilities | Expenditure incurred on maintenance of academic facilities | Assigned budget on physical facilities | Expenditure incurredon maintenance of physical facilites |
| --- | --- | --- | --- |
| 2.5 | 2.34 | 2 | 1.72 |

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

Physical Maintenance and Utilization: • The college, IQAC, CDC are constituted as per the rules and regulation to supervise 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 college has assigned the duties to academic in-charge for supervision of the maintenance and utilization of academic support facilities and formed Building Maintenance Committee and Purchase Committee for maintaining physical facilities • The cleanness maintenance of the building committee, cycle stand and parking committee, sports committee are formed to look after the maintenance of physical infrastructure facility. • Mason, Carpenter, Electrician, Plumber, Scientific Technician, Computer Technician, Gas Mender and Sweeper are called on requirement for the maintenance of Physical, Academic and Support facilities - Laboratory, Library, Computers, and Classrooms etc. • All the these committees monitor the physical facility and take review of the infrastructure setup/resources periodically. Academic Maintenance and Utilization: • The teaching Learning Evaluation Committee/College Examination Committee/Educational Tour an Excursion Committee/Timetable Committee are formed in the beginning of the session containing three members each to look after the maintenance and utilization of academic facility. • These committees organize meeting separately and decide policy maintenance of utilization of academic facility in the college. • The gardener maintains the common and Botanical garden regularly. • The Academic Planning and Monitoring committee ensure the regular academic schedule as per the time table. Support facility Maintenance and utilization: • Library advisory committee is formed for the purpose maintenance and utilization of support facilities. • This committee takes care of upgradation , enrichment and maintenance of the library. • In addition to above committees department of physical education, NCC and NSS units are also involved in utilization of facilities such as games and sports facility.

http://sscmotala.ac.in/pdf/Policies.pdf

## CRITERION V – STUDENT SUPPORT AND PROGRESSION

### 5.1 – Student Support

5.1.1 – Scholarships and Financial Support

|  | Name/Title of the scheme | Number of students | Amount in Rupees |
| --- | --- | --- | --- |
| Financial Support from institution | Nill | 0 | 0 |
| Financial Support from Other Sources |  |  |  |
| a) National | Post matric scholarship | 618 | 3169850 |
| b)International | Nill | Nill | 0 |
| View File |  |  |  |

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

| Name of the capability enhancement scheme | Date of implemetation | Number of students enrolled | Agencies involved |
| --- | --- | --- | --- |
| Remedial Coaching | 07/08/2017 | 96 | All Departments |
| Personality Development | 07/10/2017 | 67 | Dept. of NSS |
| Career and personal counselling | 18/09/2017 | 310 | All departments |
| Yoga and Human Health | 04/10/2017 | 150 | Dept. of NSS |
| Bridge courses | 25/07/2017 | 62 | Faculty of Commerce and Arts |
| Skill development Programme | 18/09/2017 | 110 | Departmen of English , Marathi and NSS |
| View File |  |  |  |

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

| Year | Name of the scheme | Number of benefited students for competitive examination | Number of benefited students by career counseling activities | Number of students who have passedin the comp. exam | Number of studentsp placed |
| --- | --- | --- | --- | --- | --- |
| 2017 | Career Counselling through NCC | 70 | 70 | 28 | Nill |
| 2017 | Competitive exam guidance by Prof. Ganesh Zanwar | 140 | 140 | Nill | Nill |
| 2017 | Workshop on Career opportunities in Banking Sectors | 180 | 180 | Nill | Nill |

| 2018 | Guest lecture on Effect of De monetization on Indian Economy | 226 | 226 | Nill | Nill |

| View File |
| --- |

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

| Total grievances received | Number of grievances redressed | Avg. number of days for grievance redressal |
| --- | --- | --- |
| 2 | 2 | 3 |

## 5.2 – Student Progression

5.2.1 – Details of campus placement during the year

| On campus | | | Off campus | | |
| --- | --- | --- | --- | --- | --- |
| Nameof organizations visited | Number of students participated | Number of stduents placed | Nameof organizations visited | Number of students participated | Number of stduents placed |
| NILL | Nill | Nill | NILL | Nill | Nill |

| No file uploaded. |
| --- |

5.2.2 – Student progression to higher education in percentage during the year

| Year | Number of students enrolling into higher education | Programme graduated from | Depratment graduated from | Name of institution joined | Name of programme admitted to |
| --- | --- | --- | --- | --- | --- |
| 2017 | 45 | B Com | Commerce | Shri Shivaji Arts, Commerce and Science College, Motala, Dist. Buldana | M.Com |

| View File |
| --- |

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

| Items | Number of students selected/ qualifying |
| --- | --- |
| Nill | Nill |

| No file uploaded. |
| --- |

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

| Activity | Level | Number of Participants |
| --- | --- | --- |
| Volleyball tournament | College | 36 |
| 200 MTR Running | College | 60 |
| Kabaddi | college | 40 |

| | | |
|---|---|---|
| Essay Writing Competition | college | 35 |
| Singing competition | college | 18 |
| One act play | college | 7 |
| Dancing Competition | college | 16 |
| Rangoli Competition | college | 19 |
| Speech Competition | college | 20 |
| Debate Competition | college | 9 |

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## 5.3 – Student Participation and Activities

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

| Year | Name of the award/medal | National/ Internaional | Number of awards for Sports | Number of awards for Cultural | Student ID number | Name of the student |
|---|---|---|---|---|---|---|
| 2018 | Colour Coat | National | 1 | Nill | Nill | Neha Pardeshi |
| 2018 | Colour Coat | National | 3 | Nill | Nill | Samruddhi Zanwar, Rama Mehasare, Neha Pardeshi |

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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student council is highly involved in the development of the institute. Their representation at some places is supported by the provision made into Maharashtra Public Universities Act. The institution also has given a good amount of representation to the students at institute level. Following are the committees where the students are given representation 1)College Development Committee. 2) Internal Quality Assurance Cell (IQAC). 3) Dr.Panjabrao Deshmukh Jayanti Utsav committee 4) N.S.S. Advisory committee 5) N.C.C. Advisory committee 6) Subjects Forums 7) Editorial Board of 'Shivarpan' 8)The college magazine Advisory committee 9)Students' Welfare Committee 10) Entrepreneurship Cell Various committees of the institution have taken special 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 shade of NSS and NCC. Students through study / subject Forum organized various activities. The Students of the college is very positive, takes lead and allows the comprehensive involvement of all the students through their different class representatives. Every class students maintain the decorum of the classroom. The council accommodates other active students to take initiatives related to curricular and co-curricular activities. Since students are the office bearers NSS, NCC and Subject Forums, they contribute a lot in organizing activities/ events such as 1) Cleanliness and Tree plantation drive 2) Organization of various workshops and seminars 3) Patriotic song competition on the day of Independence as well as Bhausaheb Jayanti Utsav 4)Teachers' Day celebrations on 5th Sept. 2017 5) Organization of elocution competition 6) Organization of 'Bhausaheb Jayanti Utsav' 7)

Sensitization programs such as a) Survey on Green Literacy Program b) Voter Awareness Program c) Road Safety Program 9) Organization of expert talks guest lectures under various subject societies/Forums 10) Gender Sensitization Programs 11) Health Check up Program 12) Organize Sports, Cultural and Various Competitions. Thus the institution has given maximum representation to the students on various bodies/committees.

## 5.4 – Alumni Engagement

### 5.4.1 – Whether the institution has registered Alumni Association?

No

### 5.4.2 – No. of enrolled Alumni:

106

### 5.4.3 – Alumni contribution during the year (in Rupees) :

4335

### 5.4.4 – Meetings/activities organized by Alumni Association :

Two Meetings and Two Activities:- 1) Formation of Alumini 2) Contribution of Rs.4335/- in the form of books.

## CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

### 6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1 Decentralization of administrative responsibilities: Principal as the head of the administrative office executes duties, responsibilities through the office staff by consisting various committees such as Purchase Committee, NSS, NCC Advisory Committee, Admission Committee, Library advisory Committee, Infrastructure Committee, Student Welfare Committee etc. these various committees are empowered to take active decision regarding initiative to making Quality in academic, administrative and Extension activities. 2 IQAC: The IQAC of the college is established as per NAAC guidelines as a representation and working mediator to various stakeholders like teaching, non-teaching staff, social workers, management, alumni entrepreneurs and students. The responsibility of seven criteria is entrusted to head of each criteria convener assisted with 2-3 actively participated staff member in implementation of decision making of quality initiatives reflected in respective criterion. Head of each criteria carries out the work which comes under their criteria and fullfil the work from the respective administrative committees.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

### 6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

| Strategy Type | Details |
| --- | --- |
| Admission of Students | The admission process is highly transparent. Rules and regulations of the university are strictly adhered to. The college strictly follows reservation policies of government of |

| | India. At the beginning of academic session, the College prepares prospectus which provides detailed information about the college regarding the courses offered and infrastructural facilities. It provides eligibility criteria for admission to each course, fee structure, and documents necessary. It enlists the group of course choice option for three years degree course. It also provides detailed information about academic, support facilities, the academic calendar, rules and regulations and the information about PG Courses. |
|---|---|
| Industry Interaction / Collaboration | The college has Collaboration committee to monitor and address the issues of Collaborations. This committee has initiated the process of the Collaboration and Linkages with the Institutions. Career guidance Placement Committee provided students with exposure to skill development. |
| Human Resource Management | Confidential Performance appraisal are regularly filled and use positively. Personal files are well maintained. Welfare measures are provided to teaching and non-teaching staff members. Faculty members are encouraged to present their research papers in conferences, seminars and workshops. The institution encourages the faculty to become members in professional associations and provides facilities for active work in associations such as University bodies and University Teachers' Associations. Faculty members are encouraged to participate in orientation, refresher and short-term courses. Being an aided College, recruitments of teaching and nonteaching staff is made as per the norms of the Government and UGC. Appropriate workload is distributed to every faculty member. All staff members are assigned the duties of co-curricular and extra circular activities. |
| Library, ICT and Physical Infrastructure / Instrumentation | The college library boasts of reference books and text books 9469 of various subjects. Digital resources are available. All the resources are catalogued and the functioning of the library is partially automated. Departments are equipped with computers, printers, internet connectivity. The other library |

| | | facilities including Xerox Machine and Scanner are available. Internet facility is made available to all students and faculty. Management Information System exists in the library with SOUL 2.0 and OPAC software. Library Advisory Committee is formed in order to bring smooth functioning of the library. |
|---|---|---|
| | Research and Development | Research Committee established in the college to monitor and encourage research activity to be carried out by all faculty members. Faculty of commerce and management has a recognized Ph.D. research center and one Ph.D. supervisor by the affiliating University. Under his supervision 06 research scholars are working on various topics. Research papers are published in various National and International conferences proceedings. Staff members and students are encouraged to participate in conferences and publish research papers. Staff members are motivated to submit their research proposals to different funding agencies. Undergraduate students are also encouraged to participate in seminars/workshops/conference. |
| | Examination and Evaluation | The college follows semester pattern system for all programmes. The college examination committee arranges the tests for internal assessment and the terminal examinations. Unit Tests are conducted by the respective faculty teachers and final examination is conducted by the University. The schedule of examination and Evaluation methods of college and University examinations are explained and informed to the students. Continuous evaluation through unit tests, home assignments and terminal examinations is carried out throughout the academic session. Performance of student is evaluated through unit test and question answer method with students. Teacher analyses the strengths and weaknesses of the students and reported to the IQAC and measures are taken in accordance. |
| | Teaching and Learning | The college continuously improves its infrastructure likes Use of ICT facilities for teaching and Learning apart from usual chalk and black board, library, enrichment of laboratory. Academic excellence is maintained |

| | across all categories of students, such as tutorial, mentoring, advanced learners, catering to slow learners, remedial courses, etc and well-developed feedback mechanism. Academic planning for every subject before the commencement of each semester. Study materials are shared and provided to students. Use of ICT based interactive methods. Apart from teaching -learning, students are motivated and guided to take part in co-curricular, cultural, extra-curricular and extension activities. Group discussions, debates, quiz competition are organized to enhance their capability. |
|---|---|
| Curriculum Development | 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. |

6.2.2 – Implementation of e-governance in areas of operations:

| E-governace area | Details |
|---|---|
| Administration | The College has its own functional IQAC. its administrative committees and website www.sscmotala.ac.in to which all necessary documents and notices of various activities are uploaded from time to time. The college has its own what's App group for all faculty members, non-teaching staff. Campus ERP software is being used for recording and maintaining students admission data. Services record of teaching and non teaching staff is maintained. |
| Finance and Accounts | The Office has partially adopted software like Campus ERP which is necessary for carrying out finance and account activities. Only the admission process is done by software, receipt is also generated through computer. The college is also linked to UGC and other government and university offices. |
| Examination | The University is linked to the college through internet. At the time of examination, the University uploads the Question papers on their portal and with the password we can download it and distributes to the students in the examination hall at the very time of the scheduled examination. Most of the activities related to university exams like application forms, hall tickets, practical and internal assessment are |

| | |
|---|---|
| | online. Digital valuation of answer books for some courses has also been implemented by the university. Digital record of internal assessments, unit tests, practicals etc. is maintained by the institution. |
| Student Admission and Support | The detail of the admission procedure is displayed in the College prospectus. After completion of the admission procedure, the data of the same is computerized. All information regarding courses, intake capacity, admission schedules and student support services are published on the website. |
| Planning and Development | 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 regulations. At the beginning of academic session the academic calendar committee prepares the academic planning and every activity is carried out throughout the session. |

## 6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

| Year | Name of Teacher | Name of conference/ workshop attended for which financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
|---|---|---|---|---|
| 2017 | Nil | Nil | Nil | Nill |

**No file uploaded.**

6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

| Year | Title of the professional development programme organised for teaching staff | Title of the administrative training programme organised for non-teaching staff | From date | To Date | Number of participants (Teaching staff) | Number of participants (non-teaching staff) |
|---|---|---|---|---|---|---|
| 2017 | Nill | Nill | Nill | Nill | Nill | Nill |

**No file uploaded.**

6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

| Title of the professional development programme | Number of teachers who attended | From Date | To date | Duration |
|---|---|---|---|---|
| Orientation | 1 | 20/06/2017 | 17/07/2017 | 28 |

| | | | | |
|---|---|---|---|---|
| Programme | | | | |
| Orientation Programme | 1 | 03/08/2017 | 30/08/2017 | 28 |

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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

| Teaching | | Non-teaching | |
|---|---|---|---|
| Permanent | Full Time | Permanent | Full Time |
| Nill | Nill | Nill | Nill |

6.3.5 – Welfare schemes for

| Teaching | Non-teaching | Students |
|---|---|---|
| The parent institute Shri Shivaji Education Society, Amravati and the college has initiated several welfare measures for well-being of teaching and non-teaching staff. Welfare measures by the Institute •The parent institution offered the job to one of the family members after the sudden death of the staff member in service as per government rule. •The institution felicitated 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, which is run by the institution. •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 Dr. Panjabrao Deshmukh Memorial Medical College, Amravati, which is run by the institution. The college conducts on socially relevant issue like AIDS Drug awareness. Medical reimbursement: as | The parent institute Shri Shivaji Education Society, Amravati and the college has initiated several welfare measures for well-being of teaching and non-teaching staff. Welfare measures by the Institute •The parent institution offered the job to one of the family members after the sudden death of the staff member in service as per government rule. •The institution felicitated employees and their awards for their outstanding achievements. •Medical facility is provided to teaching and non-teaching staff in Dr. Panjabrao Deshmukh Memorial Medical College, Amravati, which is run by the institution. •Teaching and non-teaching staff is covered by Group Life Insurance. •Free check-up camp for Haemoglobin, Blood Pressure and Sugar was organized every year for teaching and non-teaching faculty at Dr. Panjabrao Deshmukh Memorial Medical College, Amravati, which is run by the institution. | Group insurance, felicitation, teacher sponsored awards, scholarships, free ships, RO drinking water, common room, hostel, Special financial support to disabled students, Additional books facility advance learners etc. Allowances are given to students for participation in various University, Regional, State National level Competition tournament. Annual health check up by Department of Physical Education. |

| per the guidelines of the university UGC medical reimbursement given to employees. Academic Facilities, Staff rooms with WIFI facility, Leaves: Leaves rule of the university are adhered to employees are granted leaves as per their entitlement. | | |
| --- | --- | --- |

## 6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college has internal and external audit mechanism. The internal audit is conducted by the authorized Chartered Accountant, appointed by the management at the end of financial year. The audited reports are submitted to the joint director's office by the end of the month of June. In every ten years for the external assessment is done 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.

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

| Name of the non government funding agencies /individuals | Funds/ Grnats received in Rs. | Purpose |
| --- | --- | --- |
| Nil | Nill | Nil |
| No file uploaded. | | |

6.4.3 – Total corpus fund generated

| 0 |
| --- |

## 6.5 – Internal Quality Assurance System

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

| Audit Type | External | | Internal | |
| --- | --- | --- | --- | --- |
| | Yes/No | Agency | Yes/No | Authority |
| Academic | Yes | College Development Committee | Yes | Principal/IQAC |
| Administrative | Yes | College Development Committee | Yes | Principal/IQAC |

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

| Nil |
| --- |

6.5.3 – Development programmes for support staff (at least three)

Facilities for different trainings • They are motivated and allowed to attend training programmes. • The promotions and placements at higher scales are done regularly, at proper time • A very healthy work culture.

6.5.4 – Post Accreditation initiative(s) (mention at least three)

| 1. ICT Room Enabled 2. construction of ladies Toilet and urinals. 3 Renovation of college building |
|---|

## 6.5.5 – Internal Quality Assurance System Details

| a) Submission of Data for AISHE portal | No |
|---|---|
| b)Participation in NIRF | No |
| c)ISO certification | No |
| d)NBA or any other quality audit | No |

## 6.5.6 – Number of Quality Initiatives undertaken during the year

| Year | Name of quality initiative by IQAC | Date of conducting IQAC | Duration From | Duration To | Number of participants |
|---|---|---|---|---|---|
| 2017 | Regular meetings of IQAC | 15/06/2017 | 15/06/2017 | 15/06/2017 | 8 |
| 2017 | Feedback from stakeholders | 01/02/2018 | 01/02/2018 | 05/02/2018 | 316 |
| 2018 | Voters Awareness Rally | 25/01/2018 | 25/01/2018 | 25/01/2018 | 147 |
| 2017 | communication skill in English | 18/08/2017 | 18/08/2017 | 04/09/2017 | 25 |
| 2017 | communication skill in Vyakaran (grammar) in Marathi | 21/08/2017 | 21/08/2017 | 09/09/2017 | 18 |
| 2018 | Road safety awareness | 13/02/2018 | 13/02/2018 | 13/02/2018 | 96 |
| View File | | | | | |

# CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

## 7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

| Title of the programme | Period from | Period To | Number of Participants | |
|---|---|---|---|---|
| | | | Female | Male |
| Women Empoerment Programme | 03/08/2017 | Nill | 61 | 39 |
| International Women's Day | 08/03/2017 | Nill | 72 | 35 |
| Women Equality Day | 26/08/2017 | Nill | 78 | 70 |

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

| Percentage of power requirement of the University met by the renewable energy sources |
|---|
| ? Persistent initiative to reduce the use of plastic bags below 50 micron within campus. ? Rain water harvesting and utilization done in the campus. ? NSS adopted Gram "Waghjal" cleaning activity was conducted by 80 volunteers on 19th October 2017 by NSS. ? NSS department organized lecture on "Organic Farming: Todays Need" to create awareness among society. ? College create a Lake for water harvesting that helps our bore well as well as nearby resources of ground water. ? Drip irrigation system has been implemented in college campus for saving of water. |

## 7.1.3 – Differently abled (Divyangjan) friendliness

| Item facilities | Yes/No | Number of beneficiaries |
|---|---|---|
| Physical facilities | Yes | 2 |
| Provision for lift | No | Nill |
| Ramp/Rails | Yes | 2 |
| Braille Software/facilities | No | Nill |
| Scribes for examination | Yes | Nill |
| Rest Rooms | Yes | 2 |
| Special skill development for differently abled students | No | Nill |
| Any other similar facility | No | Nill |

## 7.1.4 – Inclusion and Situatedness

| Year | Number of initiatives to address locational advantages and disadvantages | Number of initiatives taken to engage with and contribute to local community | Date | Duration | Name of initiative | Issues addressed | Number of participating students and staff |
|---|---|---|---|---|---|---|---|
| 2017 | 1 | 1 | 03/07/2017 | 1 | Tree Plantation | Environmental Awareness | 201 |
| 2017 | 1 | 1 | 28/07/2017 | 1 | NSS Volnteers Induction Class | Motivate volunteers for social work | 150 |
| 2017 | 1 | 1 | 01/09/2017 | 1 | Self Defence Training for Girls | Women Empowerment | 78 |
| 2017 | 1 | 1 | 18/09/2017 | 15 | Hygiene Fortnight Programme | Awareness About Hygiene | 65 |

| 2017 | 1 | 1 | 02/10/2017 | 8 | Vishesh Shramsanskar Shibir | Develop skill about social independence, hard work and linking with rural community. | 75 |
| 2018 | 1 | 1 | 08/01/2018 | 1 | Competative Exam Guidance Programme | Awarness about Competative Exam | 140 |

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

| Title | Date of publication | Follow up(max 100 words) |
|---|---|---|
| Code of conduct handbook for teaching, nonteaching staff and students | 08/07/2017 | A small booklet residing code of conduct published and distributed by the college office to every teaching staff of the college at the beginning of academic year. Our excellent practices are continuously supervised and tailored by IQAC on the regular intervals which helps the college to create guidelines for eradicating redundant activities. Code of conduct is mandatory for the faculty members of the college to sign the code to ensure a responsibility and demeanor expected of teachers by the community maintain dignity of profession and facilitate continuous professional growth through their study and research. University guidelines for the code of conduct for nonteaching staff. The code of conduct is effectively designed and followed by the staff and supervised by discipline committee. Class four |

employees are allocated duties by rotation to enrich their efficiency. The college also has discipline committee consisting of teacher and his/her team who directs and looks after the overall conduct of the students. The principal of the college in staff meeting reminds the staff members about the code of conduct and appeals everyone to follow the code of conduct strictly.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

| Activity | Duration From | Duration To | Number of participants |
|---|---|---|---|
| **No Data Entered/Not Applicable !!!** | | | |

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### 7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

? College create a Lake for water harvesting that helps our bore well as well as nearby resources of ground water. ? Drip irrigation system implemented in college campus for saving of water. ? Tree plantation was conducted to develop greenery in college campus. ? The college campus area is cleaned regularly and waste produced in regular activities were collected, recycled and remaining bio-waste is transferred to vermicomposting unit. ? Use of plastic is totally ban in college.

## 7.2 – Best Practices

### 7.2.1 – Describe at least two institutional best practices

BEST PRACTICES Best Practice-I 1. Title of Practice "CONNECT TO ENVIRONMENT THROUGH NATURE CLUB" Connect to environment concept is learning and practicing an environmentally-mindful lifestyle that contributes towards protecting the environment and preservation and conservation of the natural resources, habitats and biodiversity. 2. Objectives of the Practice: ? To create interest of students in conservation of nature and natural resources. ? Encourage a more attentive and sensible attitude towards environmental problems. ? Motivate the youths to keep their surroundings green and clean by various methods. ? Promote to save water by minimizing the use of water. ? Motivate students to habitually minimize waste generation and educate about management of waste material for ecofriendly disposal. ? To prepare the students to diminish the use of plastic. ? To educate and aware about harmful effect of water, air and noise pollution. 3. Context: Ecofriendly campus initiatives are becoming integral part of the modern day education system and college can act as pioneers in promoting these principles within society. Our college has initiated the Ecofriendly campus program in order to support a sustainable and climate-friendly environment. The college is situated in a medium rainfall area therefore the college is serious about utilizing rainwater for multiple purpose. Due to scarcity of water, many challenges arise in establishment of flora and fauna. In this situation, its our prime duty to aware and motivate the students in nearby area for conservation of flora and fauna. In view of this, the college has adopted the best practice to "Connect to Nature Through Nature Club". Under this practice we aware the rights and duties of students in concern with nature. 4. The

Practice: College has established "Nature Club" which is monitored and mentored by the teacher and Biological Society. This Nature club comprises active students of Arts, Commerce and Science faculty. Prior to start new academic session, mentor call meeting in which plan is prepared for activity conducted throughout session. The college runs the following activities regularly to aspiring students for making ecofriendly environment. 1) College organized various awareness programmes like street play, cleanliness drive, rally's, Quiz competition and essay writing competition in college campus as well as different localities in Motala tehsil. 2) Tree Plantation: Nature Club organized tree plantation of indigenous plant species in college campus. 3) Various days celebrates like National Pollution Control Day, World Soil Day and World Wetland Day to inspire the students. 4) College installed Vermicomposting unit to decomposed biodegradable materials created during daily activity. 5. Evidence of Success: Due to this best practice, students were conduct the plastic free campaign last Thursday of every month to maintaining a plastic-free campus. Staff and Students are following "No Vehicle Day" one day in a month. 6. Problems Encountered and Resources Required: ? Scarcity of water in College campus is the major problem in maintaining campus green especially during summer season. ? Limited financial resources is a problem encountered during conduction of activity and maintenance of campus. Best Practice-II 1. Title of Practice: "INCULCATING SOCIAL RESPONSIBILITY THROUGH ACTIVITIES" The vision of college is to use education as a tool of social transformation and to spread it amongst that section of the populace deprived of it. Equip students to participate in the nation building activity with a view to promote their individual, social and national growth, through the integration of social activities. 2. Objectives of the Practice ? To create awareness among students towards his responsibility for social development. ? To achieve the mission of the institution. ? Social transformation and to spread it amongst that section of the populace from which student belongs. ? To contribute in the nation building activity with a vision to promote their individual, social and national development. ? To encourage students as citizens with cultural, moral and social values. ? To transform energy of youth to serve the nation. ? To assistance the government in executing its development schemes. 3. The Context: The responsibility of college in not only educate them theoretically but also implement his imbibe knowledge practically. The students are the future of nation so it's our prime duty to transform youth's energy to build healthy society. Our college is belongs into rural area so there is many lacuna in development of society. These deficit are fulfill through the integration of social activity. 4. The Practice ? Social activities conducted in NSS adopted Gram Waghjal. ? Collage organized various lectures and seminar like "Social and economic challenges facing the youth". ? The NSS and NCC volunteers assist the Tehsil office and Health Department Motala in its progressive activities. ? Students help the society in natural catastrophes. ? Value based programmes undertaken in the remembrance of national leaders and influential historic personalities. 5. Evidence of Success: ? Students are the active volunteers in various activity such as Voters awareness rally, demonstration of VVPAT machine and AIDS awareness rally. ? Tree plantation programmes were organized in college campus as well as nearby area. ? On the occasion of "Rakshabandhan's golden opportunity" the idea of caring the tree like a sister and brother was actually implemented by tying 'Rakhi' to 105 trees in college campus by NSS volunteers. ? Students of Biological Society, conducted plastic free campaign at last thursday of a every month. 6. Problems Encountered and Resources Required. ? Limited financial support. ? It is difficult to follow the academic calendar of volunteers. ? Most of the students comes from rural area and poor families so it is difficult to manage their home related responsibilities.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

**7.3 – Institutional Distinctiveness**

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

? From more than three decades our college has been struggling hard to afford education to learners. Especially those students comes from rural areas and poor communities. ? The college location is endowed with natural beauty and serenity. ? College provide an eminence education that helps them in being independent, along with the academic curriculum. Departments organize expert lectures on creating awareness regarding the legal rights, train them with self-employment. ? Our college has a large number of students from the rural areas poor background, but they are not poor in talent, knowledge and humility. ? Girl students of this region has distant dream of higher education so, college staff motivating parents for encouraging their daughters to pursue higher education. Now the number of girl students is more in number than boys. ? The college organizes the women empowerment programs for encouragement of women. Renowned woman were being invited for the guidance and motivate the girl students. ? College leading successful programs through various methods like classroom management, positive disciplining and skill based training. The career counseling activities are effectively implemented regularly. ? The college affords sports, cultural and other extra-curricular activities to the students from different streams to socialize together. The output of these activities create socially and environmentally conscious amongst students. ? NCC and NSS unit which imparting the sense of social responsibility among all the students. College provide distance education facility through Y.C.M.O.U center.

| Provide the weblink of the institution |
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| http://sscmotala.ac.in/pdf/insti_distinctiveness.pdf |

**8.Future Plans of Actions for Next Academic Year**

• To set up ICT Rooms • To develop communication skill among staff and students. • To recruit the vacant post. • To prepare well equipped laboratory for the science faculty. • To start certificate, diploma and advance diploma courses. • To encourage faculty members to publish more research papers in peer reviewed journals. • To organize blood donation camps. • More numbers of books to be purchased. • To encourage students for competitive examinations.