Yearly Status Report - 2018-2019

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	**Behind Sakshi Garden Restaurant, Old Malkapur Road, Motala, Dist. Buldana.**
City/Town	**Motala, Dist. Buldana**
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 Suresh 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)	http://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: Weblink :	http://sscmotala.ac.in/pdf/College%20Academic%20Calender2018-19%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	**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
Cultural activities	**25-Dec-2018**	**193**

	3	
Yoga & Human Health	28-Jan-2019 1	76
Skill development program	10-Sep-2018 15	65
Feedback from stakeholders	01-Feb-2019 5	352
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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
NILL	NILL	NILL	2019 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 :	**4**
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)

1. Making all the teachers aware of values of institutional accreditation.

2 Implementation of Campus ERP software for admission process.

3 Various value-based programmes like, world Literacy Day, Voter's rally, AIDS 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.

4 Two certificate courses writing skill in English & Vyavharik Marathi

introduced.

5 Feedback from stakeholders.

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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
Certificate Course	Two certificate courses (Writing skill in English and Vyavharik Marathi) introduced.
CCTV Camera	Installation of CCTV Camera for overall safety of college.
Collection of Paper cuttings	Collection of Paper cuttings of historical events by department of History.
Cleanliness mission	Cleanliness mission is a regular activity conducted by NCC and NSS volunteers.
Plantation	Plantation has been carried out by NSS and NCC cadets.
Special program for slow and advance learner	Classes are conducted.
Feedback is collected	Feed backs are collected from all stake holders and analyzed. Important suggestions are sorted out and improved.
Motivated the teachers for research	Three research papers published.
Academic calendar and planning is prepared prior to begin teaching	Throughout the academic session, teaching scheduled is maintained and all activities are conducted as per the planning and calendar.
[View File](#)	

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 process 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.

Part B

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. We follow the curriculum designed by the said university. The university prepares yearly academic calendar mentioning about admission process, semester examination, holidays etc. On this basis, academic calendar committee of our college prepares academic and activity calendar for effective implementation. At the beginning of every session, the time table committee prepares time table and displays it on the notice board. Head of various departments assign work load to the teachers as per the prescribed university norms. Teachers then prepare teaching plan according to academic calendar and guidelines of the university, which include seminars, unit test, assignments, practical, delivery of lectures and tutorials. Every teacher maintains the academic diary and records of engaged lectures, practicals, seminars and other activities/programs conducted. Periodical meetings of Head of the departments are held with the principal to review and discuss the curriculum delivery. Periodically each department conducts departmental meeting adhering to discussion on syllabus review, practicals, departmental activity, planning for internal exam, seminars, programs. Students are given assignments, seminars and project under the supervision of the faculty. Various eminent faculty members from other institutions are invited frequently for guest-lectures so that the students get exposure to the current trends and the latest subject knowledge. ICT is used for effective teaching by the teachers of various departments. In addition to the chalk-board teaching, LCD Projectors, power point presentation is used to create students interest in the curricula. Students who actively participating in class-discussions, performing well in the examinations are encouraged by providing them extra books. Due care is taken of slow learners by taking remedial classes. Tutor-Ward (Mentor-Mentee) system is implemented to identify weaknesses and strengths. The skills learnt through extension activities like NSS, NCC, etc. help the students to learn time management, build self-esteem and implement goal setting. Feedback on teaching and curriculum is taken from the students to ensure 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
Writing Skill in English	NILL	10/09/2018	15	Employabil ity	Skill developed.

Vyavharik Marathi	NILL	10/09/2018	15	Employabil ity	Formal writing 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	NILL	Nill
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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	NILL	Nill

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

	Certificate	Diploma Course
Number of Students	65	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
Writing Skill in English	10/09/2018	35
Vyavharik Marathi	10/09/2018	30
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Historical tour	15
BA	Bazar(local Market) survey	14
BCom	Banking Procedure	15
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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 2018-19, we have collected feedback in offline mode from different stakeholders like students, teachers, alumni and parents. After receiving feedback, the IQAC along with the teaching departments gives due consideration to every aspect received in the form of suggestions and recommendations. The departments are directed to incorporate necessary changes in the teaching learning process. Drawbacks in the syllabus are identified as per the requirement of various stakeholders. The college takes feedback on curriculum from the students regarding their course. The collected feedback is 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	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
MCom	Master of Commerce	176	150	150
BSc	Bachelor of Science	408	398	398
BCom	Bachelor of Commerce	396	334	334
BA	Batchelor of Arts	396	354	354
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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
2018	1086	150	9	Nill	3

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
9	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)

Guardian Teacher Scheme, Parent Teacher Guardian Scheme have been implemented in our college with following aims: ? To establish a healthy rapport with students so that good Teacher- Student relationship gets developed. ? The teacher performs the roles of a mentor. ? Students educational, socio-economical and health

issues could be sorted out and most possible help can be rendered to them by interacting on a regular basis and being in touch with them constantly. ? A teacher is assigned the role of Teacher- Guardian for a batch of students. Student's results, internal assessment, preliminary examination results and other related information are kept track of by him/her. ? Students are encouraged to participate in co-curricular and extra-curricular activities. Academic feedback is given to the parents/ guardians regularly by the teacher. The teachers also counsels the students to encounter difficulties faced by them in the college as well as that of their personal lives. Teacher-guardian acts as a mentor to students and gives them emotional and academic support along with motivation.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1236	9	1:137

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	9	25	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	YEAE WISE	15/05/2019	24/07/2019
BCom	UG-BCOM-2	SEM IV	16/05/2019	29/08/2019
BCom	UG-BCOM-2	SEM III	05/12/2018	25/02/2019
BCom	UG-BCOM-1	SEM II	13/05/2019	10/08/2019
BCom	UG-BCOM-1	SEM I	15/12/2018	23/01/2019
BA	UG-BA-3	YEAR WISE	22/05/2019	19/07/2019
BA	UG-BA-2	SEM IV	31/05/2019	14/08/2019
BA	UG-BA-2	SEM III	05/12/2018	25/02/2019
BA	UG-BA-1	SEM II	22/05/2019	14/08/2019
BA	UG-BA-1	SEM I	05/12/2018	28/01/2019
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

? Internal evaluation process of the college strictly adheres to the examination scheme and in accordance with Sant Gadge Baba Amravati University,

Amravati and the institution itself. ? The annual internal assessment process is planned by the examination committee constituted by the college and is implemented under the principal's guidance. ? The Principal addresses the students at the beginning of the academic session and complete assessment process is explained to them and copy of the same is displayed on the notice board. ? Same internal assessment process is explained to all the faculty members during college council and meeting of council of heads. ? It is mandatory for all departments to strictly follow the internal assessment process prescribed by examination committee. ? As a part of process, time table is prepared by the examination committee for the internal examination and students are informed about the same by notice board and through their regular class WhatsApp groups. ? Marks are displayed on the notice board tentatively. ? Students' grievances regarding exam marks are resolved at the earliest. ? Apart from the regular internal examination, activities like projects, seminars, quiz competition, assignments and PowerPoint presentations etc. also form a part of the internal assessment.

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

Academic Planning Committee formed by the college prepares the academic calendar and monitors its execution. The college being an affiliated institution to the governing university, adherence to the academic calendar approved by the affiliating university is observed. Before the commencement of any academic session, the 'Academic Planning Committee' prepares and finalizes the academic calendar in consultation with various stakeholders. The committee monitors the publicity of academic calendar. The academic calendar is made public by including it in the college prospectus and on the institutional website. The college has constituted an examination committee to look after the smooth conduct of university examinations and continuous internal evaluation at the institutional level. For internal examination / continuous assessment schemes, notices are circulated among the college staff also so that various activities like unit tests, assignments, etc. get conducted on the schedule prescribed by examination committee. standard procedure prescribed by the affiliating university is followed by the college to conduct semester end exams of theory and practical. Date, time, question papers and answer sheets are provided by the affiliating university. Evaluation of the answer books is done under the central assessment program in the university premises itself. Teachers of the college also participate in the evaluation process. Results are declared by the affiliating university.

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%202018-19.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	105	27	25.71
UG-BCOM	BCom	Bachelor of Commerce	104	11	10.58
UG-BSC	BSc	Bachelor	111	26	23.42

| PG-MCOM | MCom | Master of Commerce | 31 | 11 | 35.48 |

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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-2018-19.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	0	0
Minor Projects	00	NILL	0	0
Major Projects	00	NILL	0	0
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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
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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
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
NILL	NILL	NILL

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

Name of the Department	Number of PhD's Awarded
NILL	Nill

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	English	1	5.5

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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
English	1
Economics	1

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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
Rabindranath Tagore a Social Reformer	Avinash Suresh Meherkar	AJANTA International Multidisciplinary Quarterly Research Journal Volume-VIII, Issue-I, January-March-2019	2019	0	Shri Shivaji Arts, Commerce And Science College Motala	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
Rabindranath Tagore a Social Reformer	Avinash Suresh Meherkar	AJANTA International Multidisciplinary Quarterly Research Journal Volume-VIII, Issue-I, January-March-2019	2019	Nill	Nill	Shri Shivaji Arts, Commerce And Science College Motala

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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	Nill	9	3	2
Presented papers	Nill	2	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
Self defence Training for Girls	Shri Shivaji Arts, Commerce And Science College Motala	5	78
Programme on Employment Generation	Shri Shivaji Arts, Commerce And Science College Motala	6	116
Awareness on prevention of Diseases (HIV-AIDS)	Shri Shivaji Arts, Commerce And Science College Motala	6	86
Swachh Bharat Programme	Shri Shivaji Arts, Commerce And Science College Motala	6	146
Voter Awareness Programme	Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala	6	150
Skill development Training	Shri Shivaji Arts, Commerce And Science College Motala	5	65
Shramadan Programme	Shri Shivaji Arts, Commerce And Science College Motala	5	150
Programme on Conservation of Water	Shri Shivaji Arts, Commerce And Science College Motala	4	81

Yoga Training / Demonstration	Shri Shivaji Arts, Commerce And Science College Motala	6	76
Tree Plantation Programme	Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala	5	150
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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
Awareness on prevention of Diseases (HIV-AIDS)	NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala	AIDS Janjagruti	5	56
Cleanliness drive	NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala	Cleanliness drive	6	65
Voter Awareness Rally	NCC Unit, Shri Shivaji Art's Commerce And Science College Motala	Voter Awareness Rally	6	50
Plantation in the College Campus	NCC Unit, Shri Shivaji Arts, Commerce And Science College Motala	Tree Plantation	6	70
Tree Plantation Programme	NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala	Tree Plantation	5	150

Voter Awareness Programme	NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala Collaboration with Tahsil Office Motala	VVPAT Demonstration	6	150
Swachh Bharat Programme	NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala	Cleanliness drive	6	146
Awareness on prevention of Diseases (HIV-AIDS)	NSS Unit, Shri Shivaji Arts, Commerce And Science College Motala	AIDS Janjagruti	6	86
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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

No file uploaded.

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	00

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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

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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
2	1.9

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	**Existing**
Classrooms with Wi-Fi OR LAN	**Existing**
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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	**9469**	**1859480**	**32**	**10200**	**9501**	**1869680**
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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
No Data Entered/Not Applicable !!!			
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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
No Data Entered/Not Applicable !!!	

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
5	4.03	2	1.65

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. • The various college committee 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 committee 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 look after the maintenance and utilization of academic facility. • These committee organizes meeting separately and decide policy maintenance of utilization of academic facility in the college. • The gardener maintained 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 take care of upgradation , enrichment and maintenance of the library. • In addition to above committee department of physical education, NCC and NSS unit are also involved in utilization of facility such as games and sports facility. • The college premises is under CCTV surveillance.

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 (SC,ST,	707	1676820

	OBC,SBC,VJNT))		
b)International	NIL	Nill	0

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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
Career and Personal counselling	26/09/2018	320	All Departments.
Yoga and Human Health	28/01/2019	76	NSS Department
Bridge courses	25/07/2018	70	Commerce and Arts faculty.
Communication Skill	06/09/2018	59	Department of English.
Skill development programme	10/09/2018	130	Department of English, Marathi and NSS.
Remedial coaching	31/07/2018	135	All Departments.

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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
2018	Career counselling through NCC	70	70	18	4
2018	District Level General Knowledge exam	79	79	Nill	Nill
2019	Workshop on Career op portunities	120	120	Nill	Nill
2018	Workshop on Reasoning	190	190	Nill	Nill

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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
3	3	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
2018	3	B.A.	Arts	Jijamata Mahavidyalaya, Buldana	M.A. Economics
2018	1	B.Sc	Science	Rajkunwar college, Dhawada	M.Sc Computer
2018	4	B.Sc	Science	G.S.College Khamgaon	M.Sc Computer
2018	2	B.Sc	Science	Late Adv.S.D.Deshmukh Sr college,Bhokardan	M.Sc Math
2018	11	B.Com	Commerce	Shri Shivaji Arts ,Commerce Science college, Motala	M.Com.
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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
Yuvabhushan	college	48
Dance competition	college	45
Speech competition	college	22
Singing competition	college	20
One act play	college	8

Debate competition	college	20	
Essay Writing competition	college	35	
Rangoli Competition	college	24	
200 Mtr Running	college	50	
Volleyball	college	36	

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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
Nill	NILL	Nill	Nill	Nill	00	00

No file uploaded.

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. 2018 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:

165

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

5650

5.4.4 – Meetings/activities organized by Alumni Association :

One Meeting and Two Activities:- a) Alumni contribution of Rs.5650 in the form of Sports Kit (Volleyball) b) Plantation

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 fulfill 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
Library, ICT and Physical Infrastructure / Instrumentation	The college library boasts of collection of reference books and text books 9501 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.
Industry Interaction / Collaboration		The college has Industry 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 file 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.
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 is having a recognized Ph.D. research center and a Ph.D. supervisor by the affiliating University. Under his supervision 06 research scholars are working in various subjects. Research papers are published in various National and International conference proceeding. 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. Research

	Committee established in the college to monitor and encourage research activity to be carried out by all faculty members. One faculty, commerce and management is having a recognized Ph.D. research center and one Ph.D. supervisor by the affiliating University. Under his supervision 06 research scholars are working in various subjects. Research papers are published in various National and International Journals. 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, Field trip Study tour 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.
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.

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

E-governace area	Details
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.
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 Academic Calendar Committee prepares the academic planning and every activity is carried throughout the session.
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. The Students admission Campus ERP software being used for recording maintaining admission data. The 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.
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.

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
2018	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)
2018	Awareness of available E-resources	Awareness of available E-resources	12/07/2018	12/07/2018	7	7
2018	Speak English Programme	Speak English Programme	14/12/2018	14/12/2018	7	7
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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
Refresher Course	1	03/10/2018	26/10/2018	24
Refresher Course	1	12/11/2018	01/12/2018	20
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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.	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 Hemoglobin, Blood Pressure and Sugar was organized every year for teaching and non-teaching faculty at Dr.	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 checks up by Department of Physical Education.

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 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.	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 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	0	NIL
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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)

CCTV installation in college Campus. Development of Oxygen park. Certificate course introduced.

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
2018	Regular meetings of IQAC	15/06/2018	15/06/2018	04/02/2019	8
2019	Feedback from stake holders	01/02/2019	01/02/2019	05/02/2019	352
2018	Skill development programme	10/09/2018	10/09/2018	25/09/2018	65
2018	Cultural activities	25/12/2018	25/12/2018	27/12/2018	193
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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 Empowerment Workshop'	05/01/2019	Nill	55	30
Essay Competition on Gender Equality	11/01/2019	Nill	10	5
International Women Day	08/03/2019	Nill	60	20

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 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 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
Rest Rooms	Yes	2
Special skill development for differently abled students	No	Nill
Any other similar facility	No	Nill
Scribes for examination	Yes	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
2018	1	1	25/07/2018	1	Tree Plantation	Environmental Awareness	150
2018	1	1	23/07/2018	1	NSS Volnteers induction Class	Awareness of volunteers	150
2018	1	1	01/08/2018	15	Hygiene Fortnight Programme	Awareness About Hygiene	65
2018	1	1	01/09/2018	1	Self Defence Training for Girls	Women Empowerment	78
2018	1	1	02/10/2018	8	Vishesh Shramsanskar	Develop skill about	75

					Shibir	social in dependenc e, hard work and linking with rural community	
2019	1	1	28/01/2 019	1	Yoga Training and Arts of Living Programme	Awareness regarding Yoga	76

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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	08/07/2018	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 excellence 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 remind staff members about the code of conduct and appeal 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
Tree Plantation	25/07/2018	Nil	72

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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 water resources. ? Drip irrigation system implemented in college campus for saving of water. ? Vermicomposting unit was created to decompose bio-waste material generated during daily activity. This bio-fertilizer was used for Botanical garden and plants in college campus. ? Seminars are organized to educate students about environment and sustainable development. ? The college has well maintained botanical garden in which have a plants with economical and medicinal value. ? College having well developed roof water harvesting system near borewell to recharge it. ? Use of plastic is strongly prohibited in college campus. ? Campus is made green by planting number of trees for carbon neutrality. ? The N.S.S. unit and college staff actively participates in the 'Tree Plantation Programs'.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

BEST PRACTICES Best Practice-1 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: 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 were arises 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 Environment Through Nature Club".Under this activate we educate, motivate and aware students about economic value of nature and natural resources. We also 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 was 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 ecofriendly decomposed waste material created during daily activities. 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 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. ? Hygiene fortnight programme organized during the period from 1-15 August 2018 at adopted village Waghjal. ? Swacha Baharat Campaign organized by NSS in which 6 teacher and 146 volunteers were actively participated. ? Cashless transaction awareness programme was organized to educate and aware the students about cashless transaction. ? 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 92 trees in college campus by NSS volunteers. ? Students of Biological Society, conducted plastic free campaign last Thursday of every month. 7. Problems Encountered and Resources Required. ? It is difficult to follow the academic calendar of volunteers. ? Limited financial support. ? 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

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

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 striving hard to provide education. Especially to those students coming from rural background and poor sections. ? 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. ? 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. ? College make Nature Club under which various activities conducted related to Nature and environmental conservation. ? All the departments of the college form association through which various activities get conducted for the session.

Provide the weblink of the institution

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

8.Future Plans of Actions for Next Academic Year

Future Plan of Action for the Next Year • To set up ICT Rooms • To develop communication skill among staff and students. • To recruit the vacant post. • To invite guest lectures to give more additional inputs and makes students aware about various social relevant issues. • 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. • To conduct extension activities.