

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Colleges)

Part – A

Data of the Institution

(data may be captured from IIQA)

1. Name of the Institution ARTS COLLEGE, BULDANA

- Name of the Head of the institution : DR. SURESH R. BATHE
- Designation: PRINCIPAL

- Does the institution function from own campus: YES
- Phone no./Alternate phone no.: --
- Mobile no.: 9850378485
- Registered e-mail: artscollegebuldana@gmail.com
- Alternate e-mail : arulkarnandkishor@gmail.com
- Address :Arts College, Yelgaon Grampanchyat, Behind Haji Malang Darga,
- City/Town : Buldana
- State/UT : Maharashtra
- Pin Code : 443001

2. Institutional status:

- Affiliated / Constituent: Affiliated
- Type of Institution: Co-education
- Location : Rural
- Financial Status: Grants-in aid with UGC 2f and 12 (B)
- Name of the Affiliating University: Sant Gadge Baba Amravati University, Amravati
- Name of the IQAC Co-ordinator : Prof. Dr. Nandkishor L. Arulkar
- Phone no. : --

Alternate phone no.

- Mobile: 7588803406
- IQAC e-mail address: iqac329@gmail.com
- Alternate Email address: artscollegebuldana@gmail.com

3. Website address: www.artscollegebuldana.org

Web-link of the AQAR: (Previous Academic Year): <http://artscollegebuldana.org/wp-content/uploads/2018/12/Copy-of-2017-18-IQAC-final-reports-pdf.pdf>

4. Whether Academic Calendar prepared during the year? Yes

if yes, whether it is uploaded in the Institutional website: Yes

Weblink: <http://artscollegebuldana.org/wp-content/uploads/2020/02/Academic-Calander2018-19.pdf>

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	70.10	2004	from:2004 to: 2009
2 nd	B	2.13	2013	from:2013 to: 2018
3 rd				from: to:
4 th				from: to:
5 th				from: to:

6. Date of Establishment of IQAC: DD/MM/YYYY: 01/08/2003

7. Internal Quality Assurance System

7.1 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
Use of ICT in Teaching Profession	08/12/2018	72

Note: Some Quality Assurance initiatives of the institution are:

(Indicative list)

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback from all stakeholders collected, analysed and used for improvements
- Academic Administrative Audit (AAA) conducted and its follow up action
- Participation in NIRF
- ISO Certification

- *NBA etc.*
- *Any other Quality Audit*

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	Nil	Nil
Nil	Nil	Nil	Nil	Nil
Nil	Nil	Nil	Nil	Nil

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: **Yes**

*upload latest notification of formation of IQAC: Uploaded

10. No. of IQAC meetings held during the year: 04

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website..... Yes/No: **Yes**

(Please upload, minutes of meetings and action taken report)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No **Nil**

If yes, mention the amount: Year:

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

* Tree Plantation

* Professional Development Training for Teaching Staff

* Guidance for Rainwater Harvesting Project

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

Plan of Action	Achievements/Outcomes
1) To promote the faculty members for publication of research papers in National, International journal and e-journals.	1. This year faculty members presented research paper in National, International journal as well as Seminar & Conferences.
2) To organize seminar, Workshop and conferences, of various subjects of National & International level.	2. This year College has organized One day Workshop for teachers.
3) Use of ICT in class room Teaching.	3. All most faculty members use ICT while class room teaching two days in a week
4) Organized professional development workshop for teaching and Non teaching staff.	4. This year institute has organized one day workshop for non teaching staff.
5) Pursue the tree plantation programme.	5. College implemented tree plantation programme, those plants are not leaving properly replaced this plants.
6) Purchasing of sports materials.	6. As per requirement of sports department Material is purchased.

14. Whether the AQAR was placed before statutory body? Yes /No: Yes

Name of the Statutory body: **Society Statutory Body**

Date of meeting(s): **30/06/2019**

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: **No**

Date: Nil

16. Whether institutional data submitted to AISHE: Yes/No: **Yes**

Year: 2019

Date of Submission: 29/03/2019

17. Does the Institution have Management Information System?

Yes : **Yes**

No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

Administrators engage in a common set of functions to meet the organization's goals. Management Information System functions include – making Policies, Planning, decisions and its proper implementation. It involves finalizing targets and achieving goals by maintaining the organizational set up and rules and regulations. Policies include both short term and long term target. Planning and decisions involve identifying responsibilities to be performed and accordingly work is allotted to staff.

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
<p>In the beginning of the academic year the syllabi of each subject is verified from the affiliated University. IQAC conducted a meeting along with the Principal and the faculty members to prepare teaching plan, academic calendar and evaluation calendar as well as time table for the academic year. The course offered by the institution has semester and annual exam system. If there are any changes in the syllabi made by the University the institute procures required number of books in the library.</p> <p>The academic calendar specifies the workload distribution of the Head of Department and teacher subject wise of the term. The teachers prepare their unit wise teaching plan by referring to the academic calendar. The departmental meetings are conducted in every month for planning and implementation. Principal takes review of teaching learning process from time to time. Syllabus completion, periodic report is taken by Principal in every semester; feedback on syllabus is taken by each department. By doing analysis of it improving majors are taken accordingly as per the strength of the student's academic, IT support facilities are made available to the students. Academic procedure is communicated to the students in the beginning of the year. Slow and Advance learners are identified and guidance is given to them. All teachers maintain separate diary for the teaching plan. The categorization of the prescribed topics is also made under the terms – 'Easy to learn' and 'New to learn'.</p> <p>If the syllabus is lagging as planned in the Teaching Plan, the principal instructs the teacher to conduct extra lectures and asks to prepare time table of the same. The implementation of the extra lectures is observed by the principal. Thus the prescribed syllabus is completed well within time. Visits, use of internet and recent reviews are also used in teaching-learning process for learning the subject. Besides, PowerPoint presentations are also used to teach the subject. Thus, Information and communications technology is implemented while teaching the subject. Academic analysis conducted for students to enrich the syllabus. Performance appraisal of faculties is done depending upon the performance of the students.</p>

1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
1. Interior Decoration	Nil	22/10/2017 (11/11/2018 to 25/11/2018)	Focus on Employability & Entrepreneurship	Interior Decoration, Flower Decoration etc.
2. Leadership Development in Politics	Nil	01/01/2018 (01/01/2019 to 31/01/2019)	Focus on Entrepreneurship	Leadership Development, Student Leadership Development etc.
3. Development of Small Skill Industries on Agricultural Products	Nil	06/01/2017 (01/10/2018 to 19/11/2018)	Focus on Employability & Entrepreneurship	Self Employability on Agricultural Products with Entrepreneur, etc.
4. Upyogit Marathi Abhyaskram	Nil	23/11/2017 (22/11/2018 to 10/12/2018)	Focus on Employability	Development of Vocabulary, Reading and Writing Skill,
5. Tourism	Nil	25/09/2017 (15/10/2018 to 01/11/2018)	Focus on Employability	Self Employability & Tourist Guide, etc.

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	No	No	No

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	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Nil	Nil	Nil	04/08/1995	Arts	Nil

Already adopted (mention the year)		1995		
1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year				
No of Students	Certificate	Diploma Courses		
21	Interior Decoration	No		
16	Leadership Development in Politics	No		
15	Development of Small Skill Industries on Agricultural Products	No		
13	Upyogit Marathi Abhyaskram	No		
15	Tourism	No		
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	
Personality Development (Soft Skill)		25/11/2018	36	
1.3.2 Field Projects / Internships under taken during the year				
Project/Programme Title		No. of students enrolled for Field Projects / Internships		
Nil		Nil		
1.4 Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	Yes	Yes	Yes	Yes
1.4.2 How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)				
Analysis of the feedback				
Secretary of the institution and Principal, personally visit classes and laboratories regularly. They meet students and discuss different issues for the betterment of system. Besides this, feedback is taken from students on syllabus, teachers performance and the College functioning. Similarly feedback from alumni, parents, employers and other stake holders help in the growth and development of the College. Analysis of feedback taken is done and accordingly action is taken.				

The College management holds meetings with staff regarding the performance of students in the annual exams. And accordingly action is taken.

Feedback of the Teachers

- * Most of the teachers are agree on the need of the current changed syllabus.
- * They are strongly agreed with the curriculum of the content.
- * Most of the teachers are agree well defined outcomes of the syllabus.
- * Most of the teachers are neutral on review and employability of the curriculum.

Feedback of the Students

- * Most of the students are agree on the enough updated curriculum.
- * Their feedback is neutral on curriculum content mattering.
- * Most of the students agree that the curriculum has content to help them for their employability.
- * Number of student find natural relevance for the solution of local problem in the changed curriculum.

Feedback of the Employee

- * The new changed syllabus has relevant for employability as the employers.
- * Number of employees fined effective human recourses development skill in the changed curriculum.
- * They are also strongly agree with the effectiveness of curriculum for development of entrepreneurship and it's need.

Feedback of the Parents

- * They are strongly agree with the content of the curriculum; it helps their ward to enhance intellectual aptitude.
- * Parents find the development of personality their ward.
- * New curriculum has employability and also applicable to the solution for the local problem.

Feedback of the Alumni

- * Most of the alumni students agree of curriculum up-dating.

* Contents of curriculum is interesting, intellectual, stimulate.

* Average of alumni strongly agree & are neutral of curriculum.

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 available	Number of applications received	Students Enrolled
Bachelor of Arts	320	182	182

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 full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-2019	182	Nil	8	Nil	Nil

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 (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classes	E-resources and techniques used

				ro o m s	
8	6	Internet Connection 100 mbps, power point presentations, subjects related websites, etc.	3	0	Subject related websites, LCD projector, power point presentations, pen drive, online references, etc.

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

The college has always been using student-centric methods in order to introduce and enhance the basic skill in admission process. The faculty members guided them for optional subjects. The faculty members encourage and guidance the students for fill-up scholarship form.

The faculties offer one to one counseling which leads to create study groups according to learner's interests and make them to share their knowledge of the topic with each others. By adopting such kind of innovative and creative teaching learning process develops own thinking process among students and faculties also. Daily work done is recorded and necessary training program on syllabus, social and academic events are organized. In teaching learning process faculties and students ask to prepare power point presentation to share their knowledge and difficulties for doing the task.

By applying different methods in teaching learning process the faculties generate curiosity among the students and help them to understand the subject respectively. As per the requirement of the curriculum the faculties apply modern aids of teaching.

Subsequently the aim of providing education to the students coming from semi urban, rural and poor families is not only to help the student to get degree and proper employment but also to shape their overall personality and make them an ideal and responsible citizens of India.

Efforts are taken to inculcate essential and desirable values corresponding to economic and social issues. The students are prepared for their future by conducting mock interviews and by showing job related paper cutting in the news papers. Such innovative and creative atmosphere helps the students to develop or upgrade his/her knowledge to compete in this competitive world.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
272	8	34:1

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
11	10	1	0	9

2.4.2 Honors and recognitions 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
2018	Prof. Dr. Manoj L. Vyawahare	Director of Physical Education	Nil

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

Program me 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
Bachelor of Arts	ACB 1	Semester I	22/11/2018	23/01/2019
	ACB 2	Semester II	09/05/2019	14/08/2019
	ACB 3	Semester III	21/11/2018	25/02/2019
	ACB 4	Semester IV	13/05/2019	14/08/2019
	Yearly	T.Y.	14/04/2019	19/07/2019

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

Internal evaluation is the important tool to check the overall development of the students. Throughout the nation UGC initiated several policies regarding quality excellence in higher education system to enhance academic standrds and equality in higher education.

The Sant GadgeBaba Amravati University had taken several initiatives to upgrade and enhance examination system. The university introduces semester system for bachelor of arts (F.Y.) with CGPA

pattern has been adopted from the academic year 2017-2018.

The assessment is done at the end of the semester by the institution as per the guideline of university. The process of continuous internal evaluation (CIE) at the institutional level is done by adopting various evaluation methods such as question paper, conducting unit test, open book test, viva voice assignments, projects, quiz competition, question answer session and multiple choice questions, pre annual exam, assignment and Google classroom, solution of previous university question papers, methods of interview skills, aptitude test etc. The guidelines for minimum requirement of passing in aforementioned methods are given by the university.

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

The academic calendar is prepared by SGBAU, Amravati University before the commencement of academic year. It specifies the dates of significant activities to ensure proper teaching-learning process, continuous evaluation and the completion of the syllabus. On the basis of academic calendar the various activities and schedule of examination is executed by the institution. It provides concrete guidelines for execution of continuous internal evaluation, the completion of syllabi and reflects various students' centric activities, channelizing opportunities to the students for exploring their desire avenues.

Following activities are conducted as per academic calendar: (CIE process)

- In the beginning of the academic year, principal addresses the faculty members and interact with them about various activities to be conducted.
- The institute completes admission process right from the month of June to August.
- HOD prepares the departmental timetable in consultation with faculty members and distributes workload before the commencement of the term/semester so that teachers get adequate time to prepare their teaching plans.
- Overall time table is prepared by the committee and displayed on the notice board.
- In the beginning of the academic year, principal addresses the new entrants introducing them various facilities and activities in the college help to build a good rapport students and institution. Principal conducts various committee meetings and inaugurates various associations.
- Follow ups and suggestions about various academic activities are discussed in college development committee (CDC). In the same month, various events under the various associations are organized.
- Organization of medical check-up, inter collegiate tournaments, preparation of proposal for seminars,

workshops and conferences are carried out in the month of September.

- The NSS camp is organized in the adopted village.
- A meeting of examination committee is conducted in the first week of October and February. The university examination commences for undergraduate courses whereas seminars, group discussions and university papers of previous examination solved.

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://artscollegebuldana.org/wp-content/uploads/2020/02/Course-Outcomes3.pdf>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
Year	B.A.	36	5	

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://artscollegebuldana.org/feedback/>

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 organizations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	Nil	Nil	Nil	Nil
Minor Projects	Nil	Nil	Nil	Nil
Interdisciplinary Projects	Nil	Nil	Nil	Nil
Industry sponsored Projects	Nil	Nil	Nil	Nil
Projects sponsored by the University/ College	Nil	Nil	Nil	Nil
Students Research Projects (<i>other than compulsory by the College</i>)	Nil	Nil	Nil	Nil
International Projects	Nil	Nil	Nil	Nil
Any other(Specify)	Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil	Nil
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(s)	
Nil	Nil		Nil	
3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
Nil	Nil	Nil	Nil	Nil
3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year				
Incubation Centre	Name		Sponsored by	
Nil	Nil		Nil	
Name of the Start-up	Nature of Start-up		Date of commencement	
Nil	Nil		Nil	
3.3 Research Publications and Awards				
3.3.1 Incentive to the teachers who receive recognition/awards				
State	National		International	
Nil	Nil		Nil	
3.3.2 Ph. Ds awarded during the year (<i>applicable for PG College, Research Center</i>)				
Name of the Department		No. of Ph. Ds Awarded		
Nil		Nil		

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)						
Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication
Nil	Nil	Nil	Nil	Nil	Nil	Nil

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	1	9	Nil	Nil
Presented papers	1	9	Nil	Nil
Resource Persons	Nil	Nil	Nil	Nil

3.4 Extension Activities

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

Title of the Activities	Organizing unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
World Aids Day	District Civil Hospital, Buldana	5	100
Govar Rubela Vaccination	District Civil Hospital, Buldana	6	10
Swatcha Bharat Abhiyan	Arts College, Buldana	10	100
Literacy Programme	Addopted Village, Khupgaon, Tq. Dist. Buldana	2	100
Tree Plantation	Arts College, Buldana	10	100
Mahila Mukti Din	Arts College, Buldana	10	100

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	No. of Students benefited	
Nil	Nil	Nil	Nil	
3.4.3 Students participating in extension activities with Government Organizations, Non-Government Organizations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organizing unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
World Aids Day	District Civil Hospital, Buldana	Aids Awareness Rally	5	100
Govar Rubela Vaccination	District Civil Hospital, Buldana	Health Awareness Programme	6	10
Swatcha Bharat Abhiyan	Arts College, Buldana	Swatcha Bharat Abhiyan	10	100
Literacy Programme	Addopted Village, Khupgaon, Tq. Dist. Buldana	Saksharta Abhiyan	2	100
Tree Plantation	Arts College, Buldana	Tree Plantation Programme	10	100
Mahila Mukti Din	Arts College, Buldana	Beti Bachao Beti Padhao Abhiyan	10	100
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	
Faculty Exchange	1	Nil	22/03/2019	
Faculty Exchange	1	Nil	05/02/2019	
Faculty Exchange	1	Nil	07/09/2018	
Student Exchange	123	Nil	01/08/2018 to till end session	

Faculty Exchange	1	Nil	27/07/2018
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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-To)	participant
Nil	Nil	Nil	Nil	Nil

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

Organization	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Nil	Nil	Nil	NIL

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
225000	198775

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	2.67 acers	No
Class rooms	8	No
Laboratories	1	No
Seminar Halls	1	No
Classrooms with LCD facilities	3	No
Classrooms with Wi-Fi/ LAN	1	No
Seminar halls with ICT facilities	1	No
Video Centre	0	No
No. of important equipments purchased (\geq 1-0 lakh) during the current year.	Nil	No
Value of the equipment purchased during the year (Rs. in Lakhs)	Nil	No
Others	Nil	No

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 partially)	Version	Year of automation
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SOUL	Partially	2.0	2011			
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	4653	662276	115	21950	4768	684226
Reference Books	819	365895	Nil	Nil	819	365895
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	30	59640	Nil	Nil	30	59640
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil
Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	45	2035	Nil	Nil	45	2035
Library automation	8200	8200	Nil	Nil	8200	8200
Weeding (Hard & Soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	4690	973797	Nil	Nil	4690	973797

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	53	1	1	Nil	Nil	2	Nil	L 5 mbps	Nil
Added	Nil	Nil	Nil	2	Nil	Nil	Nil	Nil	Nil
Total	53	1	1	2	Nil	2	Nil	L 5 mbps	Nil

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

5 MBPS

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
Nil	Nil

4.3.4 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
Nil	Nil	Nil	Nil

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 incurred on maintenance of physical facilities
200000	184541	200000	164636

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)

There are established system and procedure for maintaining and utilizing physical, academic and support facilities – laboratory, library, sports complex, computers, classrooms etc. The institution has established the maintenance committee to provide infrastructural and fundamental educational facilities at our college level. This committee takes monthly review of infrastructural and fundamental educational facilities to improve essential things. If the committee finds some damages in the facilities, calls the local electrician, computer technician, software technician, sweeper, Xerox technician, and contractors for the maintenance and repairing in college campus as per requirement.

Our Institution has two laboratories one for Home Economics and another is Computer lab. These Labs are always maintained by the electrician and computer technician respectively on call. The cleanliness program of our institution should be done by the peons, sweepers as well as contract labors on a specific day. According to the university Act our institution has formed College Development Committee. The CDC looks after the infrastructural and educational facilities.

There are two types of facilities required as below

1) Academic Facilities:-

The academic support facilities like Library, Computer lab., Office Automation, Internet facilities and various platforms for overall development of the students is not only open for the students but also to all stakeholders. Accession to the library is permitted at the cost of deposits as caution money. Our college library is under the maintenance of the Librarian and the Library Attendant.

Before starting of the rainy session the level of play ground in our college campus maintained by spreading red soil. The Director of the physical education arranges various essential play grounds for games and sports just as Kabbadi, Kho-Kho, Volley Ball and Handball etc. Indoor stadium and health center facilities are also provided for college students as well as pupils of the society. The sports department of the college is having history of color coat holders since the beginning. Some credit definitely goes to adequate infrastructure of this department consisting of indoor hall and outdoor play grounds. It shows that the director of physical education is taking a devotional care of the students of our institute. The health centre is maintained with the help of nominal membership fees.

Infrastructural Facilities:-

The infrastructural facilities like Class Rooms, Computer Lab., Indoor Stadium and Gymnasium are made available for the admitted students in the college. The maintenance of the infrastructural facilities is done against 5 % of non salary grant as per the Directives of state Govt. and Joint-Director Amravati

region. The classroom boards and furniture facilities are regularly used and utilized by admitted student. But sometimes as per requirement of some Govt. and non-governmental organization our institution makes avail the opportunity to utilize these facilities to them for conducting their exam. The college garden, rain-water harvesting plant and the trees planted in the campus is maintained by the local gardener along with peon of the college.

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	Nil	Nil	Nil
Financial support from other sources			
a) National	Government of India Scholarship	157	3082123
b) International	Nil	Nil	Nil

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 implementation	Number of students enrolled	Agencies involved
Guidance for competitive examinations	2018-19	42	New Deepstambha Competitive Exam Guidance Centre
Career Counseling	2018-19	12	Arts College, Buldana
Personal Counseling	2018-19	24	Arts College, Buldana

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

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counseling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-2019	Guidance for competitive examinations	42	12	01	01

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	No. of grievances	Average number of days for grievance
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	redressed	redressal			
Nil	Nil	Nil			
5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus		Off Campus			
Name of Organizations Visited	Number of Students Participated	Number of Students Placed			
Nil	Nil	Nil			
5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-2019	1	Bachelor of Arts	Arts	Jijamata Mahavidyalaya, Buldana	M.A. (Economics)
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		No. of Students selected/ qualifying		Registration number/roll number for the exam	
NET		Nil		Nil	
SET		1		145529	
SLET		Nil		Nil	
GATE		Nil		Nil	
GMAT		Nil		Nil	
CAT		Nil		Nil	
GRE		Nil		Nil	
TOFEL		Nil		Nil	
Civil Services		Nil		Nil	
State Government Services		1		AU005137	
Any Other		Nil		Nil	
5.2.4 Sports and cultural activities / competitions organised at the institution level during the year					
Activity	Level		Participants		
Nil	Nil		Nil		

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/ International	Sports	Cultural	Student ID number	Name of the student
2018-2019	Bronze Medal	National	40 th Junior National Archery Championship	Nil	18032988	Mrunal Dagdu Sarkate

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

Student Council:-

From the establishment of the College every year we establish Student Council as per university rules. In this council those students scoring high marks in annual examination is constituted as a class representative. In this Council One NSS representative, One Sports representative and Two Girls representative are nominated. From all members of student council is elected One University Representative. This council organizes social, educational, sports and cultural programs with the help of students. From the academic session 2014-15 University has stopped the establishment of Student Council in the college. But college has organized different programs with the help of students.

Internal Quality Assurance Cell:-

From the session 2003-04 institution has formed Internal Quality Assurance Cell as per NAAC guidelines. As per direction of IQAC every year institution has organized eminent person speech and different educational programs.

As per NAAC revised guidelines from the session 2014-15 IQAC involved one student representative.

National Service Scheme:-

From the establishment of the College, we have got NSS unit from Sant Gadge Baba Amravati University to develop social, cultural and cooperative behavior to the students. For the smooth functioning of NSS there is separate committee. In this Committee two student representatives work. With the help of these student representatives and NSS volunteers institution has organized different programs.

Social Science Study Association:-

In our institution subjects of Economics, History & Political Science are available as optional subjects. These subjects combined in a social science study association. Every year institution has formed Social Science Study Association in this association 13 students are nominated. They played major role for organization of different programmes.

Home Economics Study Association:-

Department of Home Economics formed study association every year. In this association 13 girl students are nominated. They organized different innovative programmes.

English and Marathi Literature Association:-

English and Marathi Literature are the optional subjects in our college. Every year they formed study association. In this association 11 students are nominated. They played major role for organization of different programmes.

College Development Committee:-

From the session 2017-18 UGC has passed regulation to form College Development Committee for smooth functioning of the institution. In this committee 01 student representative is nominated.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

No

5.4.2 No. of ~~registered~~ enrolled Alumni:

05

5.4.3 Alumni contribution during the year (in Rupees) :

Nil

5.4.4 Meetings/activities organized by Alumni Association :

Year	Number of alumni association meetings	Dates of meetings	No. of members attended	Total no. of alumni enrolled
2018-19	01	05/09/2018	07	05

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)

In order to distribute and manage various activities in the college 17 committees of teaching and non-teaching staff work throughout the year for smooth and efficient functioning of the college. We have effective system of coordination among the Governing body, Principal, the Teaching and Non-teaching staff.

Every year at the beginning of the session the Principal as the Head of the institution presides over the meeting of the college council. The Principal, being the Head of the Institution, has over-all power over the activities in the college, but he has decentralized the activities by creating various committees as per the statutory provisions. The entire faculty members have given liberty for academic development and completion of curriculum. Though, all rights are reserved to the head of

the respective department. In case of administrative work administrative officer (Head Clerk) is the prime authority. In case of carrier advancement scheme, there is decentralized system in our institute. The faculty member must have to approach IQAC coordinator for getting benefit of CAS. Then the IQAC suggest the concerned faculty member to prepare his/her proposal for getting the benefit of CAS. Finally the proposal verified to all legal process by the principal and forwarded to the Joint Director office to get it sanctioned.

Various issues regarding smooth functioning of the college are discussed. The principal takes review of responsibility given to the various committees through regular periodic meetings. If there is any lacuna, he gives the suggestions to the concerned.

The principal addresses the students at the beginning of the session reflecting upon the goals objectives and the mission of the college. Similarly, after the formation of the Student Council, the Principal makes them aware of various functions and the role of the student Council.

At the top there is a Governing Body. The members are available at any time whenever any urgent policy decision is required to be taken. In fact, the members of the Governing Body are real guiding forces for smooth functioning of the college. We also have College Development Committee (CDC) as per the requisite of the M.U. Act 2016 & the statute of Sant GadgeBaba Amravati University.

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

Yes/No/Partial:

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):

❖ Curriculum Development

In the beginning of the academic year the syllabi of each subject is verified from the affiliated University. IQAC conducted a meeting along with the Principal and the faculty members to prepare teaching plan, academic calendar and evaluation calendar as well as time table for the academic year. The course offered by the institution has semester and annual exam system. If there are any changes in the syllabi made by the University the institute procures required number of books in the library.

❖ Teaching and Learning

The college has always been using student-centric methods in order to introduce and enhance the basic skill in teaching learning process. The faculty members adopts lecture (traditional) method, question answer method, multiple choice question answer method, practical work, field work/trip, computer assisted learning, quiz competition and whichever methods such as participative learning method, experimental and problem solving method are adopted for teaching learning and evolution

of the students.

By applying different methods in teaching learning process the faculties generate curiosity among the students and help them to understand the subject respectively. As per the requirement of the curriculum the faculties apply modern aids of teaching.

❖ **Examination and Evaluation**

The assessment is done at the end of the semester by the institution as per the guideline of university. The process of continuous internal evaluation (CIE) at the institutional level is done by adopting various evaluation methods such as question paper, conducting unit test, open book test, viva voice assignments, projects, quiz competition, question answer session and multiple choice questions, pre annual exam, assignment and Google classroom, solution of previous university question papers, methods of interview skills, aptitude test etc. The guidelines for minimum requirement of passing in aforementioned methods are given by the university.

❖ **Research and Development**

The institution has constituted a research committee to promote the faculty members for research activities in the college. The research committee encourages and provides necessary guidance to the faculties in their research. It also helps departments in submitting seminar proposals and motivates the teachers to pursue Ph.D. studies. It also encourages the faculties for publishing research paper. Presently, there is no provision of funds for research development.

❖ **Library, ICT and Physical Infrastructure / Instrumentation**

The library is partially automated with (SOUL) software, (version 2.0). The Institute has purchased soul soft ware for library automation and its work partially with integrated management library system. The library has total 10237 books. The working hour of the library is from 10:00 am. To 06:00 pm. Students are able to access the library during the library hours.

Four classrooms and seminar halls with ICT facilities. It has been accepted that the process of education includes not only teaching-learning but it also includes the modern facilities and qualitative infrastructure and learning resources for the stakeholders (students) to achieve institutional goals and objectives.

❖ **Human Resource Management**

Human Resource Management functions include – making Policies, Planning, decisions and its proper implementation. It involves finalizing targets and achieving goals by maintaining the organizational set up, rules and regulations. Policies include both short term and long term target. Planning and decisions involve identifying responsibilities to be performed and accordingly work is allotted to staff.

❖ **Industry Interaction / Collaboration**

❖ **Admission of Students**

The competent administrative staff is appointed for effective and proper administration. The college

has transparent and decentralized administration. The admission process is also transparent and follows the rules and regulations of the state Government of Maharashtra and the parent university. The students have the choice of electing the optional subjects under Choice Base Credit System (CBCS). English and Marathi as compulsory subject as well as History, Political Science , Economics, Home Economics, English Literature and Marathi Literature are the optional subjects. The students have choice to select any three from the above.

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

❖ Planning and Development

❖ Administration

❖ Finance and Accounts

❖ Student Admission and Support

Institution has purchased admission soft ware from Dot.Com pvt. Ltd in the year 2013 2014. From that date all admission process were done by this software.

❖ Examination

Sant Gadge Baba Amravati University has compulsory to download examination software in the year 2016-2017. From that session all colleges in this region received examination papers through online process.

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
2018-19	Prof. Dr. M. L. Vyawahare	International Conference	Governing Body	1000/-
2018-19	Prof. M. L. Vyawahare	National Conference	Governing Body	500/-
2018-19	Prof. Mrs. M. A. Deshmukh	National Conference	Governing Body	500/-
2018-19	Prof. Mrs. M. A. Deshmukh	National Conference	Governing Body	500/-
2018-19	Prof. Mrs. M. A. Deshmukh	National Conference	Governing Body	500/-
2018-19	Prof. Mrs. M. A. Deshmukh	National Conference	Governing Body	500/-

2018-19	Prof. Mrs. A. W. Khadatkar	National Conference	Governing Body	500/-
2018-19	Prof. P. D. Gahale	National Conference	Governing Body	500/-
2018-19	Prof. V. S. Tale	National Conference	Governing Body	500/-

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	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2018-19	Use of ICT in Teaching Profession	New Challenges in Administrative Work	08/12/2018 & 02/02/2019	72	30

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	Date and Duration (from – to)
Nil	Nil	Nil

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	Nil	Nil	Nil

6.3.5 Welfare schemes for

Teaching	✓ Fees Concession in college Health Centre
Non teaching	✓ Fees Concession in college Health Centre ✓ Financi al Support for Peon Uniform
Students	✓ Fees Concession in college

	Health Centre ✓ stand for students free of cost.	Cycle
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6.4 Financial Management and Resource Mobilization

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

The institute conducts two types of audit i.e. internal and external regularly as follows

Internal Audit:-

Mr. S. M. Dharangoankar and Mr. B.G. Nagawani, from Malkapur and Chikhli respectively Charter Accountant have been appointed for carrying out our institutional audit, after verifying the institutional books of account there is no objection pointed out during the last five year by the internal auditors. The auditors certify the financial statements of the institute and issues audit report.

External Audit:-

The external audit is done by various Govt. Department usually the funds received and disbursed by the institution.

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/ Grants received in Rs.	Purpose
Nil	Nil	Nil

6.4.2 Total corpus fund generated
Nil

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	No	Nil	Yes	Principal
Administrative	Yes	B.G. Nagwani C.A.	Yes	Principal

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

1. Parent teachers meet:

We also have such joint meetings. But we do it with more intensity and degree. We allow the students and parents to express their views an all aspects of the college routine. Then the teachers are asked to answer all the complaints, the suggestions made by the parents and

students.

2. Visits of Renowned Persons:

The college is interested in bringing a renowned or important person who is in the town, to visit the college. These visits bring new winds of knowledge, thought and experience.

3. Inculcating Punctuality:

A warning bell is given five minutes before the commencement of lectures every morning. The members of the discipline committee observe and persuade late-comers to arrive in time for the lectures. This practice has spread a message among the students that the college values punctuality and so they also respond similarly. This also assures them about regularity of periods.

6.5.3 Development programmes for support staff (at least three)

Nil

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

1. Exploring on ICT education:

The institution has organized one day workshop for Teachers as well as Non teaching staff .

2. International, National and State level conferences, Symposiums are attended by all faculty members and they present their research papers.

3. The campus has given good facelift with more construction space, various useful trees and beautification of the campus is a regular activities.

6.5.5

a. Submission of Data for AISHE portal : (Yes)

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 activity	Duration (from-----to-----)	Number of participants
2018-19	District Level Workshop for Teachers	08/12/2018	08/12/2018	72
2018-19	New Challenges in Administrative Work	02/02/2019	02/02/2019	30

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-to)		Participants		
				Female	Male	
1) Mahila Mukti Din		03/01/2019		65	60	
2) Worlds Women Day		08/03/2019		60	65	
3) World Aids Day		01/12/2018		80	70	
7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources						
Nil						
7.1.3 Differently able (Divyangjan) friendliness						
Items Facilities			Yes/No		No. of Beneficiaries	
Physical facilities			Yes		Nil	
Provision for lift			No		Nil	
Ramp/ Rails			Yes		Nil	
Braille Software/facilities			No		Nil	
Rest Rooms			No		Nil	
Scribes for examination			Yes		Nil	
Special skill development for differently abled students			No		Nil	
Any other similar facility			No		Nil	
7.1.4 Inclusion and Situatedness						
Enlist most important initiatives taken to address location advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-2019	1	1	07/01/2019	Gover Rubela Lasikaran Mohim	Health Awareness among Rural Community	10 Students & 2 Staff
7.1.5 Human Values and Professional Ethics						
Code of conduct (handbooks) for various stakeholders						
Title		Date of Publication		Follow up (maximum 100 words each)		
Code of Conduct for Students		04 th June 2018		Students: Students will follow the rules and syllabus of the University. Minimum 75% attendance will be mandatory for		

		<p>every student in all the subjects offered: failing which he/she will not be permitted to appear for the examination.</p> <p>It is compulsory for every student to qualify physical competence examination at the end of each academic session.</p> <p>Every student has to read notice board in the college regularly.</p> <p>It is mandatory for every student to appear for all the tests and examinations conduct in the college.</p> <p>Student will have to attend lecturers, tutorials and practical session regularly according to the time table. They will have to compensate for any damage/s cause by them to the college furniture, books, news papers, sports equipment, etc. nobody is allowed to publicize any kind of information of/about the college in the print/ electronic/ social media without the prior permission of the principal.</p>
Code of conduct for Teachers	04 th June 2018	<p>Teachers:</p> <p>Teachers should handle the subjects assigned to them by the principal.</p> <p>Teachers should complete the syllabus</p>

		<p>in time and produce good result in the subjects handled by them. They are accountable for the same.</p> <p>Tutor-ward (Mentor-Mentee) system must be effectively implemented. Teachers shall take care of the mantes.</p> <p>Teachers are encourage to write text books, published articles in reputed journals and present paper in seminars, conferences and take up research projects.</p> <p>They should also attend faculty development programs, quality improvement programs etc. to update their knowledge.</p>
<p>Code of Conduct for Non-Teaching Staff</p>	<p>04th June 2018</p>	<p>Non- Teaching Staff</p> <p>Non-Teaching staff working in the college office or department should remain on duty during the duty hours assigned to them. They should report on duty at least 15 minutes in advance.</p> <p>Non – Teaching staff must always wear their identity badge during working hours.</p> <p>For articles damaged by the students, a separate registered should be maintained and record along with the</p>

		<p>cost of material should be submitted to the authority at the end of the session.</p> <p>Non-Teaching staff will carry out their duties as instructed by the authorities to whom they are attached.</p>
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7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
World Yoga Day	21/06/2018	120
Sadbhavna Din	20/08/2018	125
Birth Anniversary of Indian Legend	02/10/2018	100
Birth Anniversary of Indian Legend	31/10/2018	100
Death Anniversary of Sant GadgeBaba	20/12/2018	125

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

1) Student, Staff using

- a) Some students use bicycles to come the college.
- b) Some students come to the college by the buses of State Transport Services (Public transport), Maharashtra.
- c) Some students come to the college by walk.

2) Plastic free campus

Our college organizes programmes about the hazardous effects of polythene. That will help to make our campus plastic free.

3) Paperless office

(For the purpose to protect the nature and environment)Our college and office is in the process to become paperless for that we are using online software for using official duties just as salary sheets of the teaching and non-teaching staff, T.C., Scholarships, Admission Process.

4) Rain Water Harvesting Project

The implementation of water harvesting programme has created awareness among the students, farmers and casual visitors in the vicinity. Our staff members offer free guidance about rain water harvesting to the common people it gives inspiration to number of people.

5) Green Campus

The basic purpose of plantation and preservation is to maintain the greenery and the temperature in the surroundings. It is of utmost importance to plant trees every year because they maintained oxygen layer in the

atmosphere and naturally the global warming diminished. Preservation of trees are necessary to maintain the eco – balance, to have satisfactory rainfall, to reduce the intensity of the problem of global warming, to provide natural habit to birds, animals and insects. The ground water level is maintained by the trees and kind of filtered oxygen is being offered to the pupils, birds, animals and all living creatures in the vicinity.

7.2 Best Practices

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

Title of the Practice: - 1) Environment what is it?

Green Campus

We have taken this practice because it is necessary to nurture the nature for our future

- 1) Plantation and preservation itself is the need of hour, wherever we observe around us for examination, birds, animals the variety of trees, fruits are the integral part of environment.

The geographical condition of the area average temperature during the summer average rain fall and the agricultural field that fulfils the requirement not only of farmers but also people in general depend on the satisfactory rain fall. The percentage of the rain fall is directly tied with the plantation and preservation of trees in the territory.

- 2) **Objectives of the practices:** College makes tree plantation with the help of NSS volunteers in the campus and outside the campus on the occasion of Hon'ble presidents' birthday, world environment day and government tree plantation scheme. In the rainy season those trees neither have nor are survived, new saplings planted on such places. Similarly on vacant places variety of plants are planted through NSS volunteers. The responsibility of the conservation is bestowed on a group of students. NSS programme officers monitors the conservation of trees.

The basic purpose of plantation and preservation is to maintain the greenery and the temperature in the surroundings. It is of utmost importance to plant trees every year because they maintained oxygen layer in the atmosphere and naturally the global warming diminished. Preservation of trees are necessary to maintain the eco – balance, to have satisfactory rainfall, to reduce the intensity of the problem of global warming, to provide natural habit to birds, animals and insects. The ground water level is maintained by the trees and kind of filtered oxygen is being offered to the pupils, birds, animals and all living creatures in the vicinity. Trees work as wind breaks and the rainfall is assured during the season when it is in full swing.

- 3) **The Context:**

- 1) **To make college campus green.**

2) **To make the campus air fresh and create natural beauty in the campus.**

3) **To impart the message of “plant trees and conserve trees” to society through students.**

The deforestation on a large scale cutting of trees for the purpose of fuel, cutting of trees as a building material or furniture make our forest just like a desert. It is experienced at every year that the temperature of the earth is growing with high pace every summer.

The result is that the natural habitat of the wild animals and the variety of birds are on the verge of extinction. It is indeed difficult to plant and develop a tree because it is a work of dedication not just a part of inauguration. We have to maintain the balance of natural gases in the atmosphere. We have to look after the healthy society, nature full of variety of birds, animals and therefore plantation and preservation is the basic need of this time.

- 4) **The Practice:** Forest resources are a natural gift. Since time unknown man depends on plants and animals closely associated with forest. Ancient human beings used to satisfy basic needs completely from forest. Even today we enjoy direct or indirect benefits of forest. Human life is dependant by and large on forest and forest resources. Forest resources is therefore considered as one of the most important and basic natural resource.

Consistence is another part of plantation and preservation upliftment of the plants is a part of continuous dedication. It needs a master plan sufficient man power, water resources proper care during the infancy stage of the plants, tree guards, insecticides, pesticides etc. metro logically in what so ever the country may be 33% land should be covered by forest. In ancient times 60% part of the earth was occupied by the forest. But today this percentage become very less and comes below 25%. Trees are sacred and cutting them is a crime. The trees like banyan can survive for more than 200 years. We should inspire and encourage such organization and institute which not only part the trees but also conserve them. It is the basic need at the hour to plant the trees. They attract rain, maintain ground water level. We have to design a master plan for the plantation. It is a team work and every member in a family school, college, hospital should give his or her contribution in it. Then only the mission can be successful. We have to do something for our coming generation. Just like water bottle, we have to carry oxygen cylinder on our back if the cutting of trees will remain in continuation.

While undertaking the project of tree plantation and preservation there are certain constraints / limitations in the activity are as follows.

- 1) Sufficient storage of water
- 2) Day to day maintenance of the plants
- 3) Application of insecticide, pesticides whenever the situation occurs.
- 4) To protect plants from the stray animals

- 5) Looking after the plants in infancy stage is indeed a difficult and challenging job.
- 6) Government should provide plants as well as tree guards at reasonable cost.
- 5) **Evidence of success:** Forest help on a large scale to maintain the balance of nature. From time unknown man is trying to satisfy his basic needs like food, clothing and shelter. Words fail us to describe the benefits of forests. Yet following are some of the outstanding advantages of trees.
 - A) **Trees provide food:** An apple a day keeps the doctors away. Trees provide foods for birds and wild life.
 - B) **Trees give pure air to the tired city lungs:-** Trees absorb odors and pollutant gases. In one year an acre of mature trees can provide enough oxygen for 18 people.
 - C) **Tree save water:-** Trees hold the water during the rainy season and maintained the ground water level.
 - D) **Trees shield children from ultra-violet rays:-** Skin cancer is the most common form of cancer in the United States. Trees provide protection to children and school campus and play grounds where children spend hours outdoors.
 - E) **Trees help prevent soil erosion:-** On hill side or stream slopes trees slow run of and hold soil in place.
 - F) **Trees are teachers and play mates:-** Whether as houses for children or creative and spiritual inspiration for adults, trees have provided the space for human retreat throughout the ages.
 - G) Trees provide us medicine, fibre, fruits, threads, rubber, honey. Trees are helpful to textile industry also. Turpentine, gum, resin, tannin are the gifts given by the forests.
 - H) Land becomes fertile when the dried leaves fall from the trees; they decomposed and mix with the soil.

2) Title of the Practice:- Felicitation of Meritorious Students

1) Felicitation is another name of appreciation, praise or acknowledgement encouragement for future in career education of job placement. The aim is to encourage the outgoing students and to inspire the students already learning in the institution. The contribution from President, Secretary, teaching and non-teaching staff to even peons created a bond of sympathy and attachment with the students coming from different walks of life. A healthy relationship is established with society.

2) **Objectives of the practice:-** Today this undertaking has completed 14 years. Students get inspiration from this program. We realize a different sense of gratitude, respect towards the teaching staff members, non-teaching staff members as well as the executive members of the management.

We have also noticed a spirit of healthy competition in order to fulfill the dream and turn it in to the reality of life. Students take special efforts to improve them at academic and quality level.

3) **The context:-** The context of this undertaking is to encourage the budding generation towards higher learning. Though we are leaving in the age of severe competition, students coming from middle class families or lower middle class families prefer to get some job of self-employment by doing certificate or diploma course after passing S.S.C. or H.S.C. and start to make a living.

Taking in to consideration students as focus of concentration. We had under taken the innovative project generally on the auspicious occasion of the birth day of the founder president (i.e. on November 24) this memorable and grand function is being celebrated. The concept of this 'best practice' came into force from the imagination of the Founder President and Principal Mr. Vishnupant Patil. We arrange this activity on his birthday under the title 'Felicitation of Meritorious Students'.

4) **The practice:- Constraints and limitations:-**

It is the moral duty of every educational institution to acknowledge and appreciate the academic co-curricular cultural social accomplishments of the students and honor them in a public function so that they may feel grateful for the institute where they had spent their precious time of life. The amount of prize or its format doesn't matter but it creates an urge in him or her to do something very substantial in the interest of society. He is always in a mood to accept the challenge in life because he can never forget the love sympathy being of offered by his alma- matter. Whatever is imparted to him by the teaching community he can never forget it. Thus the society becomes young again and once again the spring comes back to the college campus. The person who accepts the challenge always grows in strength. The parents feel proud of their children and naturally the institute gets the credit and with the passage of time it flourishes.

The ex-students of the college proved to be highly helpful and supporting when they enjoy and adorn the post of high position in administration they can do something very creative and long lasting in the interest of the college. Offering prizes or felicitating the students does not mean to make a show but it is some of gratitude towards the society.

It sends a very good message to the message that the so and so college is really very nice and encourages the potentials among the students. Our college is distributing variety of prizes to the quality students it includes management, principal, teaching and non teaching staff members, so that an emotional bond with each member of college is established between himself, herself and the students. We are following this felicitation practice from summer 2003.

The details of prizes distributed among the student are endorsed here with these prospects. For example the details are given in the prospectus.

- 1) It is indeed difficult to raise the funds for this project from the staff members.
- 2) The President, The Secretary, the Principal have to give greater share to carry on the project.
- 3) When the students are newly admitted they are not acquainted with the surrounding of the college. The teaching staff members have to find out their potentials and encourage them accordingly.

5) Evidence of success:-

- 1) In order to get bright success in different field a kind of healthy emulation and competition is being observed.
- 2) An affection, affinity, attachment, respect increases at all levels among the students and teachers and even non-teaching staff members.
- 3) Students honestly feel that ‘Arts College’ means a place where a family atmosphere is being nurtured and they experience it.

Students feel a sense of respect and attachment for the institution. Through their words they publish the goodwill among the masses about the college. The teaching staff members also fill that something out standing should be done by them so that their superior authorities will acknowledge them. Students look upon themselves fortunate to live in the atmosphere of calm and beauty, because they have a deep sense of regard for their teachers as they have for their parents. When the students come to know that success is not a destination but a continuous journey, then and then only he will work consistently with perseverance. Alumni Association plays a vital role to inspire the existing batches at today. the very purpose of education is to mould the character and personality of the student and create responsible citizens of the nation . We are doing our best to impart quality education to our students.

7.3 Institutional Distinctiveness

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

The main hero of the economic system of this country is a Farmer and if he adopts the path of suicide the agricultural economic industries will be devastated. As a result the trained and industries depending on agriculture community will be affected in future and rate of development will be reduced. There are 13 tahsils in Buldana district and during the session 2013 – 2014 to 2017-2018 total 1282 farmers committed suicide; and while considering in Buldana tahasil session 2013-14 to 2017-18 during these five years total no. of 172 farmers’ committed suicides for various reasons.

While prominently considering four or five villages in Buldana tahasil in 2017-18 we had visited a nearby village Warwand. We paid our visit to Shree Samadhan Shriram Jeughale whose age was just 38 and he was the resident of Warwand. Due to debt – ridden situation and lack of agricultural production he was frustrated. On 25th April 2018 by hanging himself to the roof he committed suicide. He had his wife and two children behind him.

Only farming is the source of leaving for Shri Samadhan Shriram Jeughale. We realized that his family condition would deteriorate and so we have decided to give the support to the family. We encourage the senior member of

the family to get economic support under the scheme of Sanjay Gandhi Niradhar Support System. We tried our best to get them economic support from time to time we remain in touch about the education of their children. In an attempt to help the children we admitted Om Samadhan Jeughale in 10th Std. in Shri shivaji Vidyalaya and Junior College of Science, Buldana. He is learning there and we have accepted the responsibility of his admission fees, exam fees, books. The charges of S. T. pass to travel from Warwand to Buldana and school uniform etc. are provided by us. The daughter of Shri Samadhan Jeughale Miss Nayana Samadhan Jeughale is learning in 8th Std. and she is the student of Shri Sambhaji Raje Vidyalaya and Junior College, Dongar Khandala and we have also accepted the liability of her education. From time to time we used to pay a visit to the family and tried our best to understand their problems and complications to lead the day to day life we also guide them not to follow the path of suicide and end the active life.

8. Future Plans of action for next academic year (500 words)

- To promote the faculty members for major and minor research projects publication of research paper in national and international journals & referred by UGC.
- To organized seminar, conference of various subject of international/ national level.
- Purchasing of new reference books of various subjects
- Use of ICT in Teaching
- To Organize Guest Lecturer With Eminent Personality
- To Organize Tree Plantation Programme
- Purchasing of sports materials as per need.

Signature of the Coordinator, IQAC

Signature of the Chairperson, IQAC
