



YEARLY STATUS REPORT - 2021-2022

Part A

Data of the Institution

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 its own campus?	Yes	
• Phone no./Alternate phone no.	07262246900	
• Mobile No:	9850378485	
• Registered e-mail	drbathe71@gmail.com	
• Alternate e-mail	artscollegebuldana@gmail.com	
• Address	Behind haji Malang Darga, Chikhli Road, Yelgaon Grampanchayat	
• City/Town	Buldana	
• State/UT	Maharashtra	
• Pin Code	443001	
2.Institutional status		
• Affiliated / Constitution Colleges		
• Type of Institution	Co-education	
• Location	Rural	

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Sant Gadge Baba Amravati University, Amravati				
• Name of the IQAC Coordinator	Dr. Nandkishor L. Arulkar				
• Phone No.	07262246900				
• Alternate phone No.	07262287200				
• Mobile	7588803406				
• IQAC e-mail address	artscollegebuldana@gmail.com				
• Alternate e-mail address	arulkarnandkishor@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	https://artscollegebuldana.org/wp-content/uploads/2023/04/AQAR-2020-21-1.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://artscollegebuldana.org/wp-content/uploads/2022/12/Arts-collegeBuldana-Academic-calendar.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	70.10	2004	03/05/2004	02/05/2009
Cycle 2	B	2.13	2013	05/01/2013	04/01/2018
6.Date of Establishment of IQAC			01/08/2003		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Nil	Nil	Nil	Nil	Nil	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		

<ul style="list-style-type: none"> • Upload latest notification of formation of IQAC 	View File
9.No. of IQAC meetings held during the year	3
<ul style="list-style-type: none"> • Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? 	Yes
<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
<ul style="list-style-type: none"> • If yes, mention the amount 	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
* Use of ICT in teaching learning * Tree Plantation * Online teaching and online webinar * Research paper published in national and International Conference, edited books and chapters.	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	
Plan of Action	Achievements/Outcomes
Organization workshop / webinar	Department of social science has organized one day online webinar
Organization of webinar	Department of English, Marathi, Home Economics, Library and Physical Education on line webinar.
Organization of workshop	Department of IQAC has organized one day workshop in collaboration with
13.Whether the AQAR was placed before statutory body?	Yes

<ul style="list-style-type: none"> Name of the statutory body 	
Name	Date of meeting(s)
Governing Body	20/07/2022
14. Whether institutional data submitted to AISHE	
Year	Date of Submission
2021-2022	22/12/2022
15. Multidisciplinary / interdisciplinary	
Nil	
16. Academic bank of credits (ABC):	
Nil	
17. Skill development:	
Nil	
18. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)	
Nil	
19. Focus on Outcome based education (OBE): Focus on Outcome based education (OBE):	
Nil	
20. Distance education/online education:	
Nil	

Extended Profile

1. Programme

1.1 1

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

File Description	Documents
Data Template	View File

2.Student2.1 336

Number of students during the year

File Description	Documents
Data Template	View File

2.2 125Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 11

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic3.1 10

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 1

Number of Sanctioned posts during the year

Extended Profile

1. Programme

1.1	1
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	336
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	125
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	11
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3. Academic

3.1	10
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	1
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	8
Total number of Classrooms and Seminar halls	
4.2	233877
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	25
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

IQAC conducted a meeting along with the Chairperson of IQAC and the faculty members to prepare beginning of each teaching plan, academic calendar and evaluation calendar as well as time table of the academic year under the guideline of University. The course offered by the institution has semester system from session 2017-2018. If there are any changes in the syllabi made by the University, the institute purchase required number of books in the library.

The head of institution / academic committee appears the teaching work load at the beginning of academic session. The academic calendar specifies the work load distribution of the Head of Department and teacher subject wise of the term. Teachers prepare their unit wise teaching plan by referring to the academic calendar. The faculty meetings are conducted every month for planning and implementation. Principal takes review of teaching learning process from time to time. Syllabus completion, periodic

report is taken by the Principal in every semester, feedback on syllabus is taken by each faculty. All faculties 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'.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://drive.google.com/file/d/16RGPF034hJfyELTSPWeZ14EnfcFOnuP7/view

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

The continuous assessment is done during the semester by the institution as per the guidelines of the 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 voce assignments, projects, quiz competition, question answer session and multiple-choice questions, pre annual examined Google form, solution of previous University question papers, method of interview skills, aptitude test, seminar, PPT presentation etc. The guidelines for minimum requirement of passing in afore mentioned methods given by the University.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://drive.google.com/file/d/161aZVPt1Xk-sdfydgnC8-3TO3CHFFOmF/view

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

B. Any 3 of the above

Diploma Courses Assessment /evaluation process of the affiliating University	
File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File
1.2 - Academic Flexibility	
1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented	
1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented	
1	
File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File
1.2.2 - Number of Add on /Certificate programs offered during the year	
1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)	
0	
File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File
1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year	
0	

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

1

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

1.3 - Curriculum Enrichment

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

Gender, Human Values, Environment and Sustainability into the Curriculum

The Institute believes that integrating cross cutting issues with the curriculum would create positive impact on the students, both in terms of their education and societal commitment. The institute also conducts several awareness related activities. The College itself puts emphasis on inculcation of these cross-cutting issues. The faculty of College takes sincere efforts to make the students aware of these issues in all respect. Efforts are being taken to integrate the various cross cutting issues through the curriculum by the University and supporting academic activities etc. Being an affiliated College, the institute meticulously follows the curriculum prescribed by the University. The University integrates cross-cutting issues relevant to Professional Ethics, Gender, Environment and Sustainability and Human Values into the curriculum.

Course in Environment studies is compulsory for the B.A. (SY) students of all the programmers. The course introduces the students to its multidisciplinary nature and also emphasizes on the renewable and nonrenewable resources and the problems associated with environment.

To inculcate human values the college has introduced program in human rights and human values, run by the department of political science. The course in UG Political Science deals with Fundamental Right and Duties, the courses related to literature offer number of human values such as non-violence, in Commerce faculty, the courses like Business Ethics, Business communication and

Professional Values are being offered at UG level.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	View File

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year**1**

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships**82**

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

1.4 - Feedback System	
1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	A. All of the above
File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	No File Uploaded
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	https://artscollegebuldana.org/wp-content/uploads/2022/12/Feedback-Analysis-Action-Taken-Report-2021-2022.pdf
TEACHING-LEARNING AND EVALUATION	
2.1 - Student Enrollment and Profile	
2.1.1 - Enrolment Number Number of students admitted during the year	
2.1.1.1 - Number of sanctioned seats during the year	
560	
File Description	Documents
Any additional information	No File Uploaded
Institutional data in prescribed format	View File

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

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

329

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

2.2 - Catering to Student Diversity

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

In every academic year after the admission process faculties teach the syllabi as per the time table. Every year the students admitted to the class have different intellectual levels.

After teaching the topic in a month, unit wise test is conducted. By doing this the slow learners and advanced learners are identified in each class. Slow learners are given the following special programs.

Slow Learners:

Minute attention is paid on the slow learners in theory as well as practical sessions in informal way.

Regular counselling to slow learners for difficult topics, providing more books from library, group discussion on critical topics, sessions for doubt clearing. Guidance and help to overcome the difficulty in learning..

Advanced Learners:

The faculty members motivate and guide the 'advanced learners' to face the future challenges.

Training to prepare posters, charts and models, to anchor the program, Encourage for job training, internship. Use of reference books to get more knowledge guidance for competitive examination. Motivate to use ICT softwares in order to explore their potential

beyond classroom.

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

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

Number of Students	Number of Teachers
336	10

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

To enhance learning experience the institution 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 methods are adopted for teaching learning and evolution of the students.

Keep view of syllabus topics faculty explaining student centric method 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. However to ensure all this the faculties use all possible student centric methods for teaching learning process.

In order to increase knowledge, development skill clarify the concepts, direct experience given to students on certain topics of syllabus. Experimental learning Practical work, Assignment, educational tour, Participative learning, Group discussion, Seminar, ICT based teaching, Problem solving methodology, Question answer method, Multiple choice Question Answer method, Quiz's competition.

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

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

Nowadays, teaching in the class rooms becomes a traditional process where the teacher teaches their subjects and engage their students in interactions, lecture method, classroom teaching, seminar etc. These methodologies are helpful to the students to pass and get a degree out of the program offered by the institute. Using demonstration method with the help of audio visual aids, charts, posters and along with ICT used, students seek interest in such kind of learning. Self direction creative learning, interactive sessions, project work and field visit help to teach the subject to learn in depth. Students are encouraged to use library and sports facilities for more hours which help for overall growth of students.

The faculties offer one to one counselling 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 PPT, You tube videos during Covid-19 period, faculties develop their learning e-content etc. such kind of innovative and creative teaching learning process develops own thinking process among students and faculties also.

In teaching learning process faculties prepare power point presentation to share their knowledge and difficulties for doing the task.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

10

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

10

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

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

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

1

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

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

2.4.3.1 - Total experience of full-time teachers

202

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

2.5 - Evaluation Process and Reforms

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

The institution has developed an internal assessment system as per the norms of Sant Gadge Baba Amravati University, Amravati. There are two types of assessments done by the institution as per university guidelines i.e. 1) Internal Assessment and 2) Assessment at the End of Semester (AES). Our institution has involved the mechanism of internal assessment which is transparent and robust in the form of frequency and variety which is described as below.

Mechanism of internal assessment and how it is transparent.
Assessment 10 marks and project work viva voce practical 10 marks.

Prevention of mal-practices in halls is also ensured by the vigilant internal squad and surveillance of CCTV system.
Centralized seating arrangement for examinations is in practice in which examination blocks are daily interchanged. The respective

subject teacher is not allowed to supervise the examination block of the same subject. Use of cell phone is strictly prohibited in the examination premises.

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

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

The mechanism related with examination grievances is transparent, time-bound and efficient. As the institute follows the rules and regulations related with examination led by the parent university. The mechanism can be divided in to two stages i) College level ii) University level.

The mechanism deals with these mentioned issues is as follows

The code of conduct of examination system is displayed on the notice board. Internal assessment test schedules are prepared by the faculty and communicated to the students well in advance.

In case of any university related grievances, applications in prescribed format are collected and forwarded to the concerned authorities.

The dates for revaluation and redressal given by the university after result are displayed on the notice board.

Grievances related to oral, project and practical examination are resolved at the department level. Students are free to approach teachers and heads of the departments to resolve queries related to the marks obtained in internal assessment.

The grievances redressal mechanism pertaining to examination is efficient as all complaints are entertained without exception. Revaluation, photocopy, unfair means investigation committee counselling the students.

Mechanism to deal with internal examination (Assessment, viva, unit test and marks), Evaluation of assessment, display marks, call for grievances, Resolve the grievances.

University display on their website you can apply software for students grievances. As per requirement of students they provide Xerox copy of answer book and faculty members of concerned subject rechecked it.

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

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The institution offered undergraduate program under faculty of Arts (UG). The admission for B.A. program is provided on the basis of previous qualifying examination. After getting the admission students are made aware of subjects offered for the degree program. The institution offered two compulsory subjects i.e. English and Marathi and six optional subjects i.e. History, Political Science, Economics, Home Economics, English Literature and Marathi Literature for under graduate students.

Program out comes represent the knowledge, skills and attitude the students should have at the end of program and resultant of the knowledge skills students acquires at the end of course.

There is no formal method of measuring the ability of the students to cope up with course and program out comes. However the objective and importance of course outcomes, program outcome and Program specific outcomes are communicated to the teachers and students in the formal way of the discussion, seminars and through displaying on the website.

Program outcomes:- To develop the interest and awareness about the language, culture and civilization of our society. He should be in a position to render his services to the society and earn livelihood.

Program Specific Outcomes/ Course Outcomes:- The institution is affiliated to SGBAU Amravati offers for UG (B.A.) students. The outcome of B.A. program is as follows Community engagement and global understanding Critical and creative thinking Communication skills Inculcation of ethical values.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://artscollegebuldana.org/program-outcomes-specific-outcomes/
Upload COs for all courses (exemplars from Glossary)	View File

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

Program outcomes, program specific outcomes and course outcomes are evaluated by the institution through assessment in CIE and university exam.

The college offers certificate and degree education with focus on goals and objectives of our institute to make progression of students to higher education, entrepreneurs and employers through skill development and holistic education. Problem solving exercises, project works and surveys in relevant subject areas of study. The academic progress of the students is regularly monitored by the subject teachers for effective program outcomes.

Students' feedback on teaching process is collected and evaluated to make teaching learning more effective which helps in attainment of Cos, Pos, and PSOs. Students are also motivated to actively participate in seminars, workshops for quality enhancement. The counselling cell publishes various types of job placement news; it is published in news papers. All staff members motivate and guide them for filling of application form as well as personal interview. It reflects that Cos, Pos, and PSOs are attained. The knowledge and skill are evaluated as course outcomes through different examinations viz., class tests, semester and annual exams, The College ensures the outcome of the programs through the analysis of the internal and external examination results and achievements in the placements, sports, cultural and extension activities.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	https://artscollegebuldana.org/program-outcomes-specific-outcomes/

2.6.3 - Pass percentage of Students during the year

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

11

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

<https://drive.google.com/file/d/1900ssqud-xp0szFkfc9kabFQ3EGjzWOF/view>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

Nil

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

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

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

0

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

5

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

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year**3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year**

13

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year**3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year**

2

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

The College organizes various extension activities in the neighborhood community in terms of impact of sensitizing students to social issues and holistic development. We have one NSS unit of 100 students. We conduct yearly residential camp in which we help the surrounding villages in making roads, construction of toilets in rural areas.

In a similar manner, it is evident that National Youth is the vital and strong stakeholder of society, participation active involvement of youth in socio - political, academic and economic and their activities will lead the Nation towards community development. As the institution is located in socioeconomic, educationally backward region, it is the only medium to uplift the

society by organizing various activities carried out by and for the student. The institution organizes various programmes under extra-curricular activities and extension activities like NSS Camps, Tree Plantations, Gender sensitization, Awareness campaign, Women empowerment programmes, Health Check-up activities, Blood Donation Camps, Swachh Bharat Abhiyan, Corona Pandemic Awareness, Aids Awareness etc. The institution arranges workshops/programmes on Voter Awareness Programme, Water conservation, Women Empowerment etc. Our volunteers had participated in the AIDS's Awareness rally on 1st Dec. organized by the District General Hospital, Buldana to aware the people and made them aware of the disease.

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

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

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

3

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

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

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

10

File Description	Documents
Reports of the event organized	View File
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

10

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

6

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance,

other universities, industries, corporate houses etc. during the year

1

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

INFRASTRUCTURE AND LEARNING RESOURCES**4.1 - Physical Facilities**

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

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. The present building of the college is an excellent specimen imbibing the latest ideas and techniques for an ideal educational institution. The college has sufficient infrastructure in the form of classrooms, hostel, library with reading room, sport facilities and IT facilities.

Following are the details of infrastructure available with the institute for academic, co-curricular activities, and extracurricular activities and Sport.

Area of the college 2.67 acres.

For academic facilities:-

Class rooms: - 08

English Language Lab: - 01

Home Economics Lab:- 01

Library with reading room 01 having SOL Software

Co-curricular activities: - Seminar hall with all modern amenities.

Extra-curricular activities: - Recreation hall 01

Green Rooms : - 02 One for Ladies & One for Boys for cultural activities.

Arc Shape Open Stage.

Play Ground: - 02 acres (for outdoor games)

President Chamber: - 01

Principal Office: - 01

Administrative office: - 01

Staff Room: - 01

Health center: - 01

Committee room: - 01

Ladies common room with toilet: - 01

Indoor Sports Training Hall: - 01

NSS office: - 01

IQAC office: - 01

Cultural Department: - 01

Department of Physical Education: - 01

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

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

From 1998-99 our director of physical education has been taking efforts to admit those students who are having potential in sports activities. As a result of sincere efforts and proper guidance to the students in various sports activities our college students get selected in university team.

Last year, 2 students represented in University team. In college campus the total play ground area is 2 acres, indoor training hall and health centre.

Sr. No.

Facility Area/ Size

Year of establishment

Sports/ Games

1.

Indoor Training Hall

2012-2013

Badminton Court

Chess

2

Out-door game grounds

2003-2004

Hand Ball Ground

Kabaddi Ground

Kho-Kho Ground

Volley Ball Court

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://artscollegebuldana.org/

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

3

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

87025

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

The library of the institution is situated at upstairs on the first floor of the building and easily accessible to the students and the stake holders. The working hours of the library are from 10:00 am. to 06:00 pm.

Students are able to access the library during the library hours. The library has total 10540 books. The library is partially automated with (SOUL) software, (version 2.0). The Institute has purchased soul software for library automation and its work partially with integrated management library system.

1. Name of the ILMS software:- SOUL

2. Nature of automation: Partial

3. Version: 2.0

As we have stated the library of the institute is partially automated the accession of the books are done up to 8200 books and up gradation of accession is going on.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)**24719**

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****11**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The institute has 25 computers in lab. There is 01 computer in principal office and 02 computers in administrative office with internet facilities. The computer connected LAN in office for administration. There are 02 computers in library along with internet facility and SOUL library software. Admission process, accounting, examination work are performed by using relative software i.e. College Automation System (CAS). Routine work related to students like Fees Receipts, issuing Leaving Certificates, Bonafide Certificates etc. is done with the help of computer. We use online software to provide online admission facilities to the students. The college also provides Enrollment process, Scholarship process and Transfer Certificate etc. The up-gradation of the software is frequently done as per the requirements. The library of the college is partially automated. The accession of the books is done with the facility of computer system, printer and internet connectivity.

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

4.3.2 - Number of Computers

22

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

E. < 5MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

87025

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

There are established systems and procedures 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 College level. If the committee finds any damages in the facilities, the local electrician, computer technician, software technician, sweeper, Xerox technician, and contractors for the maintenance and repairing in college campus are called as per requirement.

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.

The Books, Magazines and the Periodicals of our Library keep in maintenance against the fungi by the chemical spraying twice in a year.

The Director of the physical education arranges various essential play grounds.

2. Infrastructural Facilities:-

As per the 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 rain-water harvesting plant and trees planted in the campus are maintained by the local gardener along with peons of the college.

Plumbing and electrical work related maintenance is done with the help of local technician and expenditure is done from non salary.

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

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
85	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above

File Description	Documents
Link to institutional website	www.artscollegebuldana.org
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

2

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

5

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	No File Uploaded
Details of student progression to higher education	View File

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

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

government examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities**5.3.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) during the year****5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.**

2

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

The College provides an opportunity to the students to engage in a structured partnership with teachers, and college management in the functioning of the college. The students of our college are given an opportunity to acquire the sort of communication, planning and organizational skills which will be beneficial for them in future. It enables the students to take responsibility for projects, and to demonstrate that they can manage and bring such projects, to a successful conclusion. Moreover, the contribution of the students in the College Development Committee (CDC) for the development of the college policy in a number of areas is of

significant benefit for the college.

The College students play an important role in the College Cleanliness Campaign. It organizes sports and cultural events in the college and also in the city. It also plays an important role in maintaining discipline in the college.

It is because of the participation and co-operation of the students that college can successfully organize various activities like debate competition, group discussion, seminar presentation, workshops, conferences, Independence day, Republic day, Teachers day, Blood Donation, Pulse Polio, Educational Tours, Rural programs, Youth festival, Sports Competition and NSS Special Camp etc.

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

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

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

16

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions) (Data Template)	View File

5.4 - Alumni Engagement

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

The Alumni Association works under the guidance of principal and arranges two meetings of Alumni Association in a year. In these meetings the Alumni Association shares its views and experiences which are useful and inspiring to the students. Alumni Association discusses academic and other issues with the students and principal. The Alumni provide feedback on the overall development of the college.

Contribution of the Alumni Association

Alumni members provide support to the students during inter-collegiate programmes like cultural activities and sports activities. Every year Alumni of different branches spare some time from their busy schedule and visit the institution to express their gratitude towards college and assure to extend support in future. Whenever major programmes are held in college, members of the Association are invited and they too respond and attend such functions. Alumni members also visit the NSS special camp.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Vision and Mission of the institution.

The Vision:

Arts College, Buldana is committed to fulfill the mission of the parent body i.e. 'Nahi Dnyanen Sadrusham'. The main aim of our

College is to shape the overall personality of youth and to make them ideal citizens. It has full faith in its mission, which is to produce intelligent, disciplined and self-reliant students who may prove to be good, healthy and responsible citizens of India.

The Mission:

- To provide educational facilities to the students coming from semi-urban, rural and poor families to shape their physical, mental and academic personalities and to train and equip such students to face the challenges of life.
- To impart qualitative, value based and career oriented education.
- To create social and national awareness among farmers and enable them to become self-reliant citizens.
- To develop confidence, self-reliance, courage and decision making ability among the students.
- To provide a platform to the students by giving them an opportunity to face all challenges of the competitive world with their potential in cultural-activities, sports, athletics and other event.

The visionary leadership of the organization has always been inspiring to all the components of the College. The organizational arrangements, human resources management and mobilization have proved to be useful and successful. Hence, it was decided to continue ahead with it. The institute has established College Development Committee for the College as per the University Act 2016.

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

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

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 been 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 is verified through all legal processes by the principal and forwarded to the Joint Director office to get it sanctioned.

Various issues regardies 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 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 Gadge Baba Amravati University.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Institution already submitted AQAR 2020-2021 report to NAAC office. In this report the institute submits the plan of action for the next academic year. In this report we suggest to face 3rd cycle of NAAC. Re accreditation report and IIQA will be submitted shortly.

* Most of the faculty members published their research papers in reputed UGC referred journals.

* Department of Marathi, English, Political Science, Economics and Home Economics have submitted their proposals to Parent University for sanction of research center.

* All Faculty members have organized and actively participated in online webinars as well as Conferences.

* Our Institute collaborates MoU with Viddharbh Mahavidyalaya, Buldhana.

*All Heads of the Departments of our Institution got Ph. D supervisor in their subjects.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://drive.google.com/file/d/1K1XMnmXiqjW9fh3kSG2YSrdfxrU_F33w/view
Upload any additional information	No File Uploaded

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

Administrators engage in a common set of functions to meet the organization's goals. Administrative functions include - making Policies, Planning, decisions and its proper implementation. Planning and decisions involve identifying responsibilities to be performed and accordingly work is allotted to the staff.

Service Rules and Recruitment

As per the rules and Regulation of U.G.C, Maharashtra public University Act 2016 and parent University.

The Promotional Policy of the employer

The promotion of the teaching faculties is done as per the provisions in the U.G.C Rules under career advancement scheme .The promotion of the non-teaching staff are done as per the provisions of the standard code.

Grievance Redress Mechanism

The grievances are put before the principal who place them before the committee. The committee decides the matter in consultation with the principal and all efforts are made to do justice in the case. There is a separate complaint box for the students where they can drop their complaints even without mentioning their names. All such complaints are resolved before the students by the principal and committee and all rules regarding it are made known

to the students. This ensures transparency. Besides, there are two other committees that take care of sexual harassment of female staff and students and ragging issues.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	https://artscollegebuldana.org/organogram/
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination

C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

The affairs of the college have to be organized with skilled management; the Principal has the key role to play. The main body which manages the college activities is the College Development Committee (CDC). It is a link between the college and the parent-society and the Principal is the member secretary of CDC. The college has an inbuilt mechanism to look after the work efficiency of the non-teaching staff. It is the moral responsibility of the Governing body to look after the welfare including health, hygiene and academic progress of the faculties. In our institute we have effective welfare measures for teaching and non teaching staff as given below

- The medical reimbursement facility is available to the staff members as per the Govt. norms.
- Regular organization of Yoga Shibir.
- Orientation, refresher and short term courses for faculty members to update their subject knowledge respectively.
- Faculty development program facilities are also available in the institution through which various staff members acquired Ph.D. degree necessary for their career advancement scheme (CAS).
- Computer training to teaching and non-teaching staff for updating their knowledge.
- Besides this, GPF, Pension Schemes, Fee concession to the relatives of staff, maternity leaves, and earned leave facilities are provided.
- Felicitation of staff members for their achievement.
- Uniforms are made compulsory to Class - IV staff.
- Staff rooms with purified drinking water systems.

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

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

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

0

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

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

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

0

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

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

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

1

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

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

The College follows the self appraisal method to evaluate the departmental performance. As per the guide-lines of the U.G.C. and

the university, all teachers are required to fill up the self appraisal forms along with Academic Performance Indicator and Performance Based Appraisal at the end of every academic year. These forms are submitted to the Principal by H.O.D's and checked by the Principal and some suggestions are given, if necessary. After scrutinizing the self -appraisal forms by the Principal, certain suggestions are offered for improvement in their performance and they are handed over to the respective teachers.

Besides, for non teaching staff the institution has developed Self Appraisal form that is to be filled by the concerning non teaching staff and submitted to the administrative officer head in each academic year.

In the similar manner, the confidential reports (CR) of the teaching and the non teaching staff are also prepared by the head of the institution. However, all the staff members' performance is assessed and accordingly the final reports are prepared and communicated to the concerned staff members.

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

6.4 - Financial Management and Resource Mobilization

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

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

Internal Audit:-

Mr. B.G. Nagawani, a Chartered Accountant from Chikhli has 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 years by the internal auditor. The auditors certify the financial statements of the institute and issues audit report.

External Audit:-

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

The external audit is done by various Govt, agencies such as

Auditor General Nagpur

Maharashtra State Govt. of Finance Department

Scholarship Audit

EBC Audit

Assessment audit: Department of Higher Education of Maharashtra Government through Joint Director of Higher Education, Amravati region completes regularly the assessment of salary and non salary expenditure and fix the grants of the institution by verifying the records of expenditure incurred.

We prepare the documents and place before the auditor for no objection. In case of any objection, we meet them at institutional level.

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

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

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

0

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

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

The institute needs economic as well as human resources to achieve success in academics and infrastructural development. The institution runs UG course in arts faculty, which is granted by state government. The college gets the financial assistance from the State Government in the form of salary grant for the same course. The salary grants spend on the staff members as per the norms of government and every year the assessment has been done by the director and joint director of higher education office. The college is getting non salary grants as per the direction of state government after the assessment of Joint Director of Higher Education office.

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

6.5 - Internal Quality Assurance System

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

The IQAC plays a vital role for quality improvement among the staff. The teaching staff is motivated by IQAC for research, publication of papers and participation in national and international conferences and seminars. The institution has established research committee with the help of IQAC. As a result of this, eight faculty members have completed their Ph.D. degree and one faculty member is still pursuing his research work leading to Ph.D. In this way IQAC channelizes the research culture in the institute.

Best achievements: - 1) 01 faculty member has been motivated for Ph.D. degree. The name of the faculty as follows.

Sr. No.

Name

Subject

Date of award of Ph.D.

01

Prof. V. S. Tale

Political Science

3 June 2021

In this way IQAC has contributed significantly for institutionalizing the sports culture in the college.

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

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

The institution reviews its teaching learning process, structure and methodologies of quality of operation and learning outcomes at periodic intervals through set norms. There is no doubt that IQAC works for quality improvement in the institute to meet diverse needs of the students.

The IQAC has prepared some proforma for evaluation of teaching learning outcome by students. The students give responses regarding proforma. These responses are evaluated by the IQAC and the shortcomings mentioned by the students regarding teaching learning is conveyed to the teacher. The IQAC observes all faculty members teaching learning process once in a month and gives some suggestions.

By getting the students' feedback on teachers, we have adopted new teaching methodology in which we are using modern teaching aids i.e. ICT, lectures on various burning issues are arranged by college which helps students to keep in touch with their issues knowledge.

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

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

D. Any 1 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://artscollegebuldana.org/wp-content/uploads/2022/10/AQAR-2020-21.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

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

1. Safety and Security

2. Counselling

3. Common Room

Response:

1. Safety & security of students and teachers are of prime importance.

1. First aid box in the institute

2. Parking facility for students and staff.

3. CCTV Camera system installed.

Ragging strictly prohibited

Ragging is strictly prohibited is the campus as per the University and UGC norms. If some students are found in such cases they are dealt seriously by the college.

There is Anti Sexual Harassment and Women Empowerment Committee.

Members of this cell take care of female students. The members are personally counsel the girl students regarding their problems.

Counselling:

1. Counselling by teachers on further career options particularly to the students seeking admissions to different subjects and to the final year degree students.

2. All faculties are involved in academic and personal counselling of students. The staff gives advice to students regarding career opportunities and guide how to prepare for examinations.

3. Due to counselling of competitive examinations, our students get placed in various fields.

Common Room:

1. The institution has provided facilities like common room/separate rest room for women students and staff.

2. Separate common room for boys students has been provided with all the required facilities.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://drive.google.com/file/d/1Ho8oX6Oh4EZBEShkIkKANwtu8RtWbcsC/view

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

E. None of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

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

? Solid waste management

? Liquid waste management

? Biomedical waste management

? E-waste management

? Waste recycling system

? Hazardous chemicals and radioactive waste management

Solid waste management: --

Our college collects scrap papers, fallen leaves of trees and other garbage at dumping ground to decompose it and to use that decomposed material as an organic fertilizer for the trees to grow faster; which are planted in our college campus and area. This

project collects about 10kg waste material i.e. garbage at every week end and gets 4 kg decomposed organic fertilizer. That's why greenery appeals our eyes at first glance.

Liquid waste management:--

The waste products like urine and other liquid waste are collected in a large tank through PVC pipes. Our College has built tunnels to pass such a liquid waste and also prepared soak pits.

E-Waste Management: --

The College has E-waste. The computers, printers and other ICT equipment which are not in working condition are sold to vendors for recycling. In future, if necessary we shall manage to recycle this e-waste.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	https://drive.google.com/file/d/1EtTqhbCj6zzdi9Uwqt5YuSvKlL-nx0w2/view
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

1.Restricted entry of automobiles 2.Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	E. None of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	D. Any 1 of the above

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

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

The programmes on the occasions of birth anniversaries and death anniversaries of national leaders, social reformers, freedom fighters, and such types of activities are organized in the college to inculcate the moral values among the students by introducing the life and works of these personalities.

These programmes aim to provide a platform for the students to express themselves confidently. Our society's founder president's birthday is celebrated on 24th of November as "Gunavat Vidyarthi Satkar Samarambha" along with these programs.

The institution has regularly organized these types of programmes for students to give opportunities for delivering speeches, participating in debate and elocution competitions. The students are also guided by the college teachers to prepare themselves for participating in intercollegiate and university level competitions.

Birth and death anniversaries of Dr. B. R. Ambedkar, Savitribai Phule, Gadge Maharaj, Subhash Chandra Bose, Balasaheb Thackeray, Mahatma Gandhi, Lal Bahadur Shastri are actively celebrated in college. We actively celebrate tree plantation and competitive exams workshops. Students are guided by the faculty members to make them well prepared and competent to participate at various level competitions. In this way, college teachers play a very active role in the all round development of students personalities through co-curricular and extracurricular activities. Our college organizes International Yoga day on 21st June every year.

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

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

The programme on the occasion of Birth anniversaries and death anniversaries of national leaders, social reformers, freedom fighters and such types of activities are organized in the college to inculcate the moral values among the students by introducing the life and works of these eminent personalities. The institution has regularly organized birth and death anniversaries of Shri Shivaji Maharaj, Swami Vivekananda, Maa Jijau, Sardar Vallabhbhai Patel's birth anniversary as Ekta Din and Indira Gandhi, Gadge Maharaj's death anniversary. The institute organizes teacher day, Constitution day and Blood donation camp. Students are guided by the faculty members to make them well prepared and competent for various level competitions. In this way, the college teachers play a very active role in the all round development of students personalities. Through these co-curricular and extracurricular activities the students are made as responsible citizen. The syllabus has been helpful to develop students' constitutional values, rights and duties to make responsible citizens.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

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

B. Any 3 of the above

and other staff 4. Annual awareness programmes on Code of Conduct are organized

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

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

The programmes on the occasion of birth and death anniversary of national leaders, social reformers, freedom fighters and such types of activities are organized in the college to inculcate moral values among the students by introducing the life and work of these personalities. The institution has organized these types of programmes for students.

We have regularly organized days of national importance such as 15 August (Independence Day), 26 January (Republic Day) and 1 May (Maharashtra Din). We have organized commemorative programmes of freedom fighters Martyrs (Hutatma Din), Azadi ka Amrut Mahotsav etc. We have also organized International Womens' Day, International yoga day and International Literacy Day. These programmes help the students to understand the history of freedom fighters, and these types of programmes grow nationalism of students.

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

7.2 - Best Practices

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

Green Campus

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

Objectives of the practices:

Similarly on vacant places variety of plants are planted through NSS volunteers.

The Context:

To impart the message of "plant trees and conserve trees" to society through students.

The Practice:

Forest resources are a natural gift. Since time unknown man depends on plants and animals and is closely associated with forest

Evidence of success:

Forest helps on a large scale to maintain the balance of nature.

Problems encountered and Resources Required:-

Location (site) for plantation

Notes

Each office of administration of the area must be made bound to offer full support during the tree plantation campaign

Library services to external readers.

Objectives of the Practice:-

To provide library facilities to ex students of the college

CONTEXT:

Library membership is open for all.

THE PRACTICE:

Ex students make use of our library facilities for competitive exams also

EVIDANCE OF SUCCESS:

Well furnished library with updated facilities is one of the useful best practices as well as an asset of the college.

PROBLEMS ENCOUNTER ED AND RESOURCES REQUIRED:

The number of libraries in Buldana are comparatively increased.

Note

While implementing this best practice, many advantages were noted, yet some small disadvantages also came to notice.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness

The present era is an era of information where communication has become faster due to innovations in technology. There is a constant explosion of information which needs to be communicated to the students instantly using the means of technology. No college can afford to keep its students behind in the dissemination of knowledge. It is in this context that the college has adopted ICT-based teaching methods for its students. Research is an integral part of teaching and for research, the college has given top priority and put more thrust on it. This is area in which the college has and is still building its reputation. This is the area which is distinctive of the college's performance.

ICT DEVELOPMENT:-

The college has made the best possible efforts to ensure ICT-based culture and temper in the campus. Not only the Principal but also the faculty members have their own computers/ laptops with printer and internet connectivity. The entire work of the college is done by them using their own computers/ laptops

To make students acquainted with computers, the college has provided computers in the Department of computer lab. At the computer lab the students sit and download information related to their study topics. Similarly, the students learn various study topics & skills on the computers besides watching dramas, movie, novels, etc.

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

7.3.2 - Plan of action for the next academic year

Plan of Action For the next Academic Year 2022-2023

- * To face NAAC 3 rd Cycle.
- * Implementation of Certificate courses.
- * Encourage faculty members to participate in national and international conferences and published their research article in UGC notified journal.
- * Purchase books and sports material.
- * Organize workshops and conferences.
- * Tree plantation.