YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	**ARTS & COMMERCE COLLEGE, WARVAT BAKAL**
• Name of the Head of the institution	**DR. JAGANNATH CHAUDHARI**
• Designation	**PRINCIPAL**
• Does the institution function from its own campus?	**Yes**
• Phone no./Alternate phone no.	**07266295207**
• Mobile No:	**9423489722**
• Registered e-mail	**327accwb@gmail.com**
• Alternate e-mail	**accwb327@gmail.com**
• Address	**At Post: Warvat Bakal Ta-Sangrampur Dist - Buldana**
• City/Town	**Warvat Bakal**
• State/UT	**Maharashtra**
• Pin Code	**444202**
2.Institutional status	

• 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	**Mr. Nishigandh Satav**
• Phone No.	**07266295207**
• Alternate phone No.	**9960531721**
• Mobile	**9404868176**
• IQAC e-mail address	**327accwb@gmail.com**
• Alternate e-mail address	**satavnp@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	**https://asccw.com/wp-content/uploads/2021/09/AQAR-2019-20-.pdf**
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	**https://asccw.com/wp-content/uploads/2022/01/Academic-Calender-2020-21.pdf**

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**2.27**	**2016**	**02/12/2016**	**01/01/2022**

6.Date of Establishment of IQAC	**10/01/2013**

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

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

8.Whether composition of IQAC as per	**Yes**

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

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

*Organised one Day Workshop on Stress Management for staff. * Organised One Day Training Program on E-content development. * Organised One Day Workshop on conducting Online Examination. * Organised Covid-19 Vaccination Awareness Program.

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
1. Developing E-content for effective delivery of curriculum	**1. All the faculty members developed E-content and used it during Corona Pandemic for effective teaching.**
2. Formation of Study Circles	**2. Different Study Circles are formed during the Academic Year**
3. Participation of Teachers in Conference, Seminars, Workshops	**3. All the teachers attended online Conference, Seminars, Workshops and STCs.**
4. Research Publication by Teachers	**4. Teachers published the research papers**
5. To start at least two certificate courses.	**5. The B.Voc. program with two courses and Tally Courses are introduced .**

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
CDC	15/01/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020*2021	17/01/2022

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	134

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	1155

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	230

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	275

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	24

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	30

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	17

4.2 Total expenditure excluding salary during the year (INR in lakhs)	504977.00

4.3 Total number of computers on campus for academic purposes	16

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

Institution has the mechanism for well planned curriculum delivery and documentation. The curriculum is designed at the university level by the respective Board of Studies. Dr. Subhash Gurjar from our college is a member of BOS (Economics). The other teachers personally have discussion regarding the curriculum with the members of Board of Studies. In the beginning of the academic year, the curriculum is made available to all the teachers. The teachers attend the mandatory UGC Refresher Courses and Orientation Programmes and participate in workshops, seminars organized by the university and other Institutions. The library and internet facility is provided to the teachers to update themselves for effective classroom teaching. The institution encourages participatory and student-cantered learning practices. The institution prepares

academic calendar vide the university norms along with the annual planning through different committees. The teaching plan of the units of the syllabus is prepared. The teachers use different teaching methods like lecture method, seminar method, discussion method, notes and arranges regular tests for effective curriculum delivery. The institution utilizes some teaching aids to create proper academic environment in the class. The teachers are promoted to use teaching aids like LCD projector, computers, maps, charts etc. Different academic programmes are organized by respective study circles.

File Description	Documents
Upload relevant supporting document	**View File**
Link for Additional information	https://asccw.com/wp-content/uploads/2022/03/1.1.1.pdf

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

Academic Calendar is the schedule of the institution for the academic year, which gives details of all academic and administrative events take place into the institution. As the institution is affiliated to Sant Gadge Baba Amravati University, Amravati, it is adhered to the academic calendar published by the university. Before the commencement of every academic year, every department submits details of academic and co-curricular activities to the concern committee in order to prepare academic calendar. The IQAC plays a very substantial role in maintaining the academic calendar for the conduct of continuous internal evaluation of the students. In the beginning of the academic session, IQAC prepares the academic calendar and makes it available to the stakeholders. It is also displayed on website for all stakeholders. The academic calendar specifies the teaching-learning schedule, number of teaching days in each semester, exam schedule, co-curricular and extra-curricular activities, national days, holidays, camps, excursion and educational tours, field visits, parents-teachers meets, anniversary of founder president, annual gathering, inauguration of various subject circles, guest lectures etc. Only head of the institution can incorporate minor changes in academic calendar. In the beginning of the academic year, the principal of the institution addresses the newly admitted students to make them aware of various facilities, rules and regulations, and examination related activities in Induction Programme. The schedule of all examinations is also given in academic calendar. The teachers announce the syllabus in the beginning of every semester. The concerning teachers of all the departments conduct unit test after the completion of every unit for the better conducting of CIE. The principal of the institution regularly conducts staff council meetings to ensure the better functioning of the academic and

examination-based activities. It is mandatory for the students and the faculty to adhere to the academic calendar for the completion of academic activities. The head of the institution monitors the teaching, learning and evaluaion as a continuous process in the institution throughout the academic session. At the end of every semester, as a part of internal assessment, the project under skill enhancement course for Sem VI students and home assignment are given to the students before the commencement of term end exam. Most of the teachers in the practical based subjects are the internal and external examiners in the practical examination conducted by the university. Therefore, they follow strictly the teaching plan and time bound delivery of the curriculum to the students and conduct Continuous Internal Evaluation of the students without fail.

File Description	Documents
Upload relevant supporting documents	**View File**
Link for Additional information	**https://asccw.com/wp-content/uploads/2022/03/1.1.2.pdf**

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**B. Any 3 of the above**

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	**View File**
Any additional information	**View File**

1.2 - Academic Flexibility

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

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

0

File Description	Documents

Any additional information	**View File**
Minutes of relevant Academic Council/ BOS meetings	**View File**
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)

01

File Description	Documents
Any additional information	**No File Uploaded**
Brochure or any other document relating to Add on /Certificate programs	**View File**
List of Add on /Certificate programs (Data Template)	**View File**

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

19

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

19

File Description	Documents
Any additional information	**View File**
Details of the students enrolled in Subjects related to certificate/Add-on programs	**View File**

1.3 - Curriculum Enrichment

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

The environmental concerns are totally followed by the students as well as faculty members as Environmental Studies has been prescribed as a compulsory subject to second year students. Here the students study the environmental related issues through project work, field visit and evaluation. Company Law is the course of B.Com Final year which reflects professional ethics pertaining to the students perusing commerce education. The prescribed curriculum of Botany includes the cross cutting issues related to bio-diversity conservation and sustainability. The students of Botany learn the conservation for flora.

The B.Sc Part I and Part II students understand the animal diversity and ecological balance through the study of Zoology. BA Part III students are prescribed the Economics curriculum which includes Pollution Prevention and Global Warming issues. The curriculum of Chemistry includes the study of different chemicals, organic and inorganic elements, drugs and dyes which project the ethics related to use and misuse of chemicals in day to life. The curriculum of Humanities i.e. History, Political Science remarkably deal with the issues related with human values and gender issues. The study of History is nothing but learning the process of human civilization reflecting the aforesaid issues. Besides the optional subject i.e. Marathi Literature projects the study of human life as Literature is called as the mirror of life. The syllabus of Compulsory English for all stream students include the study of short stories and poetry which also help to integrate the cross cutting issues. The Woman Cell organizes various programs for empowerment of women and gender equality.

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

14

File Description	Documents
Any additional information	**View File**
Programme / Curriculum/ Syllabus of the courses	**View File**
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	**View File**
MoU's with relevant organizations for these courses, if any	**View File**
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

351

File Description	Documents
Any additional information	**View File**

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	**D. Any 1 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	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	**View File**
URL for feedback report	**https://asccw.com/wp-content/uploads/2022/01/Feedback-Report-2020-21.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

1155

File Description	Documents
Any additional information	**View File**
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

387

File Description	Documents
Any additional information	**View File**
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

We have a streamlined mechanism for continuous monitoring and evaluation of the students. We are considering 3 grade factors for identifying the level of students. This system helps to identify slow learners & advance learners.

Students are identified based on:

Performance in Intermediate scores

Performance in Snap test taken in the first 15 days after joining.

Weightage:

Intermediate scores: 50%

Snap test: 50%

Strategies adopted for facilitating Slow Learners:

For every 10 students, 4 to 5 are usually found to be slow learners. The student counselor assesses the nature of their problems and then motivates them in a friendly way to reach their academic goals. Extra classes are organized to clarify doubts and re-explaining of critical topics for improving performance. Appropriate counseling with additional teaching, eventually helps to attend classes regularly.

Strategies adopted for facilitating Advanced Learners:

Advanced learners are identified through their performance in examinations, interaction in class room and laboratory, their fundamental knowledge, concept understanding and articulation abilities etc. The Institute promotes independent learning that contributes to their academic and personal growth. Such advanced learners are motivated to participate in Debate, Elocution, Avishkar and various competitions.

Strategies adopted for student improvement:

Extra classes are organized to clarify doubts, re-explaining of critical topics for improving performance. Poor performance due to

frequent absenteeism is dealt by sending SMS, whats app messages to the students. Appropriate counseling with additional teaching, eventually helps students to attend classes regularly. All the staff members maintain good relation with students and deal with their problems in a gentle manner. Tutorial classes are conducted to all students for all branches of Undergraduate courses.

All the teachers try their best

- To provide additional details on the important topics
- To improve their subjective knowledge
- To provide counseling for personal problems

Slow learners who are not able to manage with the teaching in regular classes, are assisted through clarification of their doubts, revising important concepts and extra assignments to strengthen their learning.

File Description	Documents
Link for additional Information	https://asccw.com/wp-content/uploads/2022/03/2.2.1.pdf
Upload any additional information	**View File**

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

Number of Students	Number of Teachers
1155	24

File Description	Documents
Any additional information	**View File**

2.3 - Teaching- Learning Process

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

The College practices a teaching methodology which focuses on imparting education through a student centric approach.

Teachers make classes as interactive as possible and encourage innovative thought and novel interpretations. Audio- Visual methodology, Google Classroom, Industrial Visits, Field Work and Projects are some of the means used by departments to boost student participation. Students are encouraged to reflect and analyze by eliciting responses to the subject under discussion. Better understanding of the subtleties manifest in prose and poetry is achieved through character evaluation, encouraging comparisons between situations, characters, writers, ideology and period, and alternative resolution to the problem, to name a few. Discussions

and debates on contemporary issues are encouraged and students get an opportunity to express and air their views apart from learning to respect perspectives of the 'other'.

Guest lectures are organized and competitions held throughout the academic year. As a part of Annual Function students are encouraged to involve in activities that help to exhibit and hone their talents. Credit Courses like Ability Enhancement, Generic and Skill Enhancement, sports, extracurricular activities like participation in NSS and NCC have been introduced to encourage students participate and learn.

Internal assessments are so planned so as to encourage students to work independently. Written Assignments are required to be submitted by students and these need to be done individually by researching on the given topic so as to enhance confidence, develop writing skills and hone style, apart from inculcating an interest in research activities. Seminars, which form the second component of internal assessment, help students present their assignments before the entire class helping them overcome stage fear and develop oratory prowess.

Student representation in administration is an important initiative taken by the University. Representatives of students serve as members on committees like the College Development Committee, Internal Complaints Committee, and Grievance Cell and other internal committees in order to involve them in the decision-making process and maintain transparency apart from inculcating a sense of responsibility.

File Description	Documents
Upload any additional information	**View File**
Link for additional information	https://asccw.com/wp-content/uploads/2022/03/2.3.1.pdf

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

Today, it is essential for the students to learn and master the latest technologies in order to be corporate ready. As a consequence, teachers are combining technology with traditional mode of instruction to engage students in long term learning. College uses Information and Communication Technology (ICT) in education to support, enhance, and optimize the delivery of education.

The following ICT tools are used by the Institute:

1. Projectors- 03 projectors are available in ICT classrooms.

2. Desktop and Laptops- Arranged at Computer Lab.

3. Scanner- Printers are available.

4. Seminar Rooms- Three seminar halls are equipped with required digital facilities.

5. Auditorium- It is equipped with mike, cameras and computer system.

6. Online Classes through Zoom, Google Meet, Google Classroom, Youtube Channel

Use of ICT By Faculty.

A. PowerPoint presentations- Faculties are encouraged to use power-point presentations in their teaching by using LCD's and projectors. They are also equipped by online search engines and websites to prepare effective presentations.

B. Industry Connect- Seminar and Conference room are digitally equipped where guest lectures, expert talks and various competitions are regularly organized for students.

C. Online quiz- Faculties prepare online quiz for students after the completion of each unit with the help of GOOGLE FORMS.

D. Video Conferencing- Students are counseled with the help of Zoom / Google meet applications.

E. Video lecture- Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	**View File**
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**https://asccw.com/wp-content/uploads/2022/03/2.3.2.pdf**

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

24

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	**View File**
Circulars pertaining to assigning mentors to mentees	**View File**
mentor/mentee ratio	**View File**

2.4 - Teacher Profile and Quality

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

24

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	**View File**
Any additional information	**View File**
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

12

File Description	Documents
Any additional information	**View File**
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

207

File Description	Documents
Any additional information	**View File**
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 efficient and smooth conduct of examinations and timely declaration of the results can be ensured only with the cooperation of all the stake holders including teaching, non-teaching and administrative staff. They are expected to be aware of the various procedures and time schedules which they should adhere to.

Mechanism of internal assessment:

1. Schedule of Class Assessment Test (CAT) & Sessional Examination and assignment is given on notice board which is displayed well in advance before commencement of session.

2. The course teachers display question bank in advance for CAT-I and CAT-II which is conducted for one hour

3. Evaluation method comprises of internal examinations held progressively during the semester and is designed to check and report the periodic performance of the student.

4. All the records and data bank of attendance in internal Examinations, Question papers, valued answer sheets/copies, summary of marks sheets, are properly maintained by the teachers for academic monitoring/academic audit.

5. There is complete transparency in the internal assessment for each assessment method.

File Description	Documents
Any additional information	**View File**
Link for additional information	https://asccw.com/wp-content/uploads/2022/03/2.5.1.pdf

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

The college has to follow the Examination and Evaluation methods of university like semester/annual examination and practical examination. The university has introduced the Semester pattern for the all class B.A. B.Com and B.Sc. The examinations of these classes, along with B.VOC are conducted by the college as per the directions of the university. Besides the university internal evaluation, we conduct the tests, seminars, quiz competitions and group discussions and interactive sessions with the students. The absent students' parents are communicated for their ward's absence. The facility of revaluation of answer sheets in examination or demanding photocopy copies of the answer books is also available at college as well as university level examinations. The students are helped to fill the forms and are advised regarding submission of the forms to the university. Online service is also available at the University portal. The University provides the online question papers for all examinations to the examination center. The multiple-choice questions are introduced in each subject for sixteen marks. Students are given the old question papers to to have more practice of writing the answers. The answer sheets are checked by the concerned teachers and students are informed about their strengths and weaknesses.

File Description	Documents

Any additional information	**View File**
Link for additional information	**https://asccw.com/wp-content/uploads/2022/03/2.5.2.pdf**

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.

Outcome Based Education is a modern student-centric approach to education that aims at students' ability to do in real life after completion of their courses or program. It primarily focuses on the students' attainment in higher order learning to develop various skills especially cognitive thinking. It consists of two main components- Course Outcomes (COs) and Program Outcomes (POs). The Course Outcomes (COs) are assessed at the completion of each course and the Program Outcomes (POs) are measured after completing the degree program.

Arts & Commerce College, Warwat Bakal, conducts the activities by which students have the flexibility to choose their courses. To strengthen the existing curriculum, the Outcome Based education has been adopted to evaluate the courses with respect to the desirable outcomes. To achieve higher order knowledge levels based on revised Bloom's Taxonomy and also to master the courses, this model helps the learners to develop their skills in cognitive, affective and psychomotor domains expected in each course; moreover, it inculcates employability and entrepreneurial skills in students. The entire curricula are restructured, and the assessment pattern is also modified. The college frames the Program Outcomes (POs) based on its vision and mission, program offered, extension activities, needs of the learners, the recent trends in the job markets and also keeping the suggestions of the alumni and stakeholders into account. The Programme Specific Outcomes (PSOs) are designed by the concerned departments with their vision, mission and the scope of their Programme. The Course Outcomes (COs) are constructed by the respective course teachers in order to reflect the nature of the courses as well as different cognitive levels.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	**https://asccw.com/wp-content/uploads/2020/02/PO-PSO-CO.pdf**
Upload COs for all courses (exemplars from Glossary)	**No File Uploaded**

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

Our Institute is affiliated to Sant Gadge Baba Amravati University, Amravati. We offer Under Graduate under the Faculty of Arts, Commerce and Science. For these programs and courses, the institute adheres to the curriculum designed by our affiliated university. The Programme Outcomes, Programme Specific Outcomes and Course Outcomes are evaluated by the institution and the same are communicated to the students in the formal way of the discussion in the classroom and departmental notice board.

After measuring attainment of POs, PSOs and COs, it has been observed that the strength of the students as well as passing percentage of the students is increasing progressively. Apart from this, students' progression to the higher studies from UG to PG seems to be increasing consistently and rapidly in the last five years. We take utmost care of measuring the level of attainment of POs, PSOs and COs and followed formal as well as informal mechanism for the measurement of attainment of the outcomes. Even we take feedback from all the students in this respect and try to take necessary steps accordingly.

Subsequently, the College takes care of the attainment to measure the POs, PSOs and COs and implemented the mechanism as follows: -

· The institute followed the Academic Calendar of affiliated university.

· All the subject teachers maintained Academic Diary in every academic year.

· All the subject teachers prepared Semester-Wise evaluation Reports.

· Internal examination evaluation reports analyzed by respective faculties.

· Placement committee takes the review of the Students' Progression to Higher Studies and their Placement.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional information	https://asccw.com/wp-content/uploads/2022/03/2.6.2.pdf

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

246

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	**View File**
Paste link for the annual report	**https://asccw.com/wp-content/uploads/2022/03/2.6.3-.pdf**

2.7 - Student Satisfaction Survey

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

https://asccw.com/wp-content/uploads/2022/03/2.7.1-Student-Satisfaction-Survey-SSS-on-overall-institutional-performance-2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

00

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

03

File Description	Documents
Report of the event	**View File**
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	**View File**
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

10

File Description	Documents
Any additional information	**View File**
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

Our institute despite of Covid-19 pandemic organized eighteen various activities using online platform. Although all the curricular, co-curricular and extension activities could not be conducted in a conventional manner, the impact of online activities

is no less than the conventional way. We could organize the activities related to Environment Consciousness, Corona Awareness, Wild Life, Consumer Law, Women Empowerment etc. effectively wherein the target group was our stakeholders. The activities related to environment consciousness could ably sensitize the target group because of the enlightening virtual interaction. Seed Ball Preparation aptly demonstrated the stakeholders to plant more and more trees. This was a remarkable event which motivated the participants to understand the importance of Environment Conservation. Corona Awareness Program included Poster Making, Rangoli, Sketches which could spread the message of preventive measures to be adopted for Covid free life. Guest Lecture by Adv. Dipali Sambar on " Women Harassment and Various Laws" was quite enlightening to the girl students. This event was successful enough to create awareness among the girl students regarding their rights and privileges. Ex- NCC Yogadan was a unique activity which was carried out from 27th April to 3rd May, 2020 by NCC Unit of our college. Ten cadets voluntarily accepted the responsibility of Corona- Warriors as demanded by the District Administration. These cadets despite of the high risk of getting infected by corona, stepped out to help the Bank of Maharashtra and State Bank of India both at Sangrampur to maintain social distance during banking hours.

Such activities sensitized the students to social issues and holistic development.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/3.3.1-A.pdf
Upload any additional information	**View File**

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

00

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	No File Uploaded

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

24

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

908

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

3.4 - 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

00

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
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

02

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.

Arts and Commerce College Warwat Bakal campus is having excellent physical infrastructure facilities to support the teaching learning process, spread over 23147.98 sq.m of land. In order to achieve academic excellence according to its vision and mission, college campus is equipped with modern state of art technology.

Adequate infrastructure facilities are keys for effective and efficient conduct of the educational programmes. The growth of infrastructure thus has to keep pace with the academic development in the institution. The other supportive facilities on the campus are developed to contribute to the effective ambience for curricular, extra-curricular and administrative activities. A provision of expenditure in the budget is made annually for maintenance and replenishment of physical facilities which will ensure their availabilities on a continual basis.

There are adequate number of classrooms with adequate number of desk benches to accommodate higher number sanctioned seats for each stream. To make certain that students can seat properly and pay attention while attending the class, the classrooms are having enough space, proper lightning, fans, and windows to allow natural light and air to come in it.

The institution through IQAC suggestion upgrades its infrastructural facilities like adequate number of Classrooms. Library resources Reading-rooms, Playgrounds, various units like NSS and NCC strive to keep them in line with the growth and need of the changing scenario. The college building comprises of IQAC Room, Administrative Wing, Class-rooms, Staff room, NCC room, NSS room, Sport room, Common

rooms, and Various Departments. The students are provided other amenities like pure drinking water and clean toilets. The noteworthy feature of infrastructural amenities is that our college has a well-equipped and spacious library building. It has a good collection of useful textbooks and reference books.

In college campus, there is canteen for students and staff,which provides good quality of refreshment. The campus is lush green including number of ornamental plants, medicinal plants in botanical garden.

First aid box for initial treatment is available with sports department and if found necessary, call in medical service is available. The proposals regarding required development scheme are invited from the departments, and then placed before the authority. The authority after identifying the priorities decides the development of infrastructure keeping in view the master plan for development and then forwards the same to the College Development Committee (CDC) for approval. The work is executed by the Parent Management / President of the institution.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/4.1.1.pdf

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

The college is having adequate facilities for indoor and outdoor sport alongwith cultural activities. The area for conducting sports is 80,000 sq.feet. As cultural program is also organized by SGBAU the students are permitted to participate at university level and college level programs, so that they can learn new skill as well as they can also promote their cultural tradition. At college level different cultural activities are presented by students on occasion of the founder president birth day, under the guidance of cultural committee and teachers. Students mostly focused on cultural activities to showcase their talent. Best performers are acknowledged with certificates for showcasing their talent. The college has to access playground made available by the parent society where all the annual sports takes place in which students also participate passionately. The sport unit is one of the important department of the college. It has a bright track record of excellence in sports events at various levels. The following sport facilities are available in the college campus. a) Indoor Games:- 1. Carom 2.Chess

b) Outdoor games: - For outdoor games following different grounds with measurements are available for students.

1.Kabbadi. 2. Volleyball.

3. Kho-Kho 4.Atya- Patya

5.Long Jump 6.High jump

7. Cricket

Extra-curricular activities:- Extracurricular activities areas important as co-curricular activities. In order to make the students competent enough, the college tries its best to provide all the possible avenues for the holistic development of a student. We have NCC, NSS and Sport department which provide an opportunity to the students to explore their latent virtues. The sport facilities available with the college are availed by the students so as to develop the sport-spirit. Also the programs which ignite the spark of leadership and team-work are also organised. The spacious sport-field is utilised for different games as well as weekly parade of NCC Cadets.

Cultural Activities - The Cultural activities are one of the special features of the College. The College students participate in various cultural events like University Youth Festival. The Annual Cultural Events are also organised every year in the month of January on the occasion of birthday of Founder President of Satpuda Education Society. The Cultural Programs Committee is constituted in order to look after the cultural business of the institution. The spacious auditorium is available for the cultural events.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/4.1.2.pdf**

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

03

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

17

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/4.1.3.pdf**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data	**View File**

Template)

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)

23200.00

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

4.2 - Library as a Learning Resource

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

Library plays a pivot role in the educational development of the college. Our college library is established in the year 1994. It is marching in consonance with the increasing strength of students. Of course, due to non-availability of Government grant and UGC assistance for the purchase of books, it works within the range of available finance collected through fees alone. Presently the library has more than 6127 books and a number of journals and periodicals. There is a separate building of the library having built up area of 5328 sq. feet. It consists of competitive forum room, spacious reading hall, Stock room, newspaper reading room.

The Library Advisory Committee meetings are held regularly to discuss and decide policy matters, administration and modernization of library, purchase of books, annual budget and general discipline in the library. The students who seek admission in the college for various courses visit the library. After the verification of admission receipt, students are enrolled as the member of the library and are issued borrowers' ticket. The books are issued to the students on producing the borrowers' ticket. Free access to library is provided to the staff members; whereas students get library services at the counter itself. Issuing of books is done during the morning session i.e.10.30a.m. to 5 p.m.

The library committee meets at regular intervals and discusses about the current titles, important journals and other reading materials to be added to the library. The librarian places the recommended books and journals before the LAC for approval and LAC forwards the proposal to the Principal for approval and further action.

File Description	Documents
Upload any additional information	**View File**
Paste link for Additional Information	**https://asccw.com/wp-content/uploads/2022/03/4.2.1.pdf**

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 — **A. Any 4 or more of the above**

File Description	Documents
Upload any additional information	**View File**
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)

61116.00

File Description	Documents
Any additional information	**View File**
Audited statements of accounts	**View File**
Details of annual expenditure for purchase of books/e-books and journals/e-journals during the year (Data Template)	**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

05

File Description	Documents
Any additional information	**View File**
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 college provides the computer and internet facility for students and staff through Computer lab, Library and administrative office. The college also provides the Wi-Fi facility to the staff for their laptops and smart phone for academic purpose.

The College has ICT Classrooms with the provision of LCD Projectors. Faculties use ICT for teaching and learning. The Head of the institution periodically consults the stakeholders about the adequacy of the IT infrastructure and plans to configure latest software and hardware as per the up gradation of latest technology. We are aware that we could not update the IT infrastructure as much as needed. However, we intend to develop it as much as possible in near future.

Owing to growing standard and Covid-19 there is increasing demand for internet access in educational institutions and also the benefits offered by internet- colleges , government, companies, universities, schools have stepped forward for to established secured and stable wi-fi connection. On the basis of various research studies and recently the online examinations held by the SGBAU, it can be stated that in our region most of the students are carrying Smartphone with them to the college. As these devices are highly configuration and consume more bandwidth, it is difficult for college to maintain stable bandwidth demand, as the demand of bandwidth depends. At our college there is an already a policy control for supervision of teachers and students assessment. Our college is providing facility of wi-fi connection from administration building, new building, classrooms, central library and to ground and to acquire this facility one should have that devices which support flawlessly facility to access internet, which means that our classrooms, library, common area are wi-fi enabled. Currently we are using a plan of -----. The administration building desktop, IQAC desktop, central library desktop have been added to wi-fi. Computer lab is well equipped with branded PCs adequately supported by --- Mbps and also equipped with licensed software. At our college we are also having annual maintenance policy for routine checkup, repairs and maintenance of electronic hardware and software of PCs and their accessories. We are having following desktops in our college which shows that we have established extensive infrastructure during last five years.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/4.3.1.pdf

4.3.2 - Number of Computers

16

File Description	Documents
Upload any additional information	**View File**
Student – computer ratio	**View File**

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

File Description	Documents
Upload any additional Information	**View File**
Details of available bandwidth of internet connection in the Institution	**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)

481777.00

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

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

Arts and Commerce College, Warvat Bakal has an efficient mechanism for the overall infrastructure planning and maintenance. As the college is growing day by day, new infrastructural facilities like new classrooms, laboratories, administrative buildings, library facilities, research facilities, sports and games facilities, etc have to be constructed or upgraded. Such good quality infrastructure facilities are very important for the pursuit of the academic excellence envisaged in the Vision and Mission statement of the College. The principal convenes a meeting along with the Head of the Department concerned; they sit together and decide on strategic measures to ensure the availability of modern infrastructure to the students. The Head of the Department, then, constitutes a faculty committee to prepare a report of the requirements for the newly proposed programme. The report is then discussed in the department level faculty meeting and is finalized. The finalized report is presented before the finance committee of the college. The ways and

means of gathering the funds are also discussed. A budget is prepared to ensure well-equipped classrooms and modern laboratories and other amenities. The Heads of the Departments are given the freedom to identify the infrastructural needs of the department and are given powers to prioritize their requirements.

File Description	Documents
Upload any additional information	**View File**
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/4.4.2.pdf**

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

859

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

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

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

00

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

File Description	Documents
Link to institutional website	**https://asccw.com/wp-content/uploads/2022/03/5.1.3.pdf**
Any additional information	**View File**
Details of capability building and skills enhancement initiatives (Data Template)	**View File**

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

00

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

00

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

01

File Description	Documents
Self-attested list of students placed	**View File**
Upload any additional information	**View File**

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

5.2.2.1 - Number of outgoing student progression to higher education

22

File Description	Documents
Upload supporting data for student/alumni	**View File**
Any additional information	**View File**
Details of student progression to higher education	**View File**

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

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

00

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.

00

File Description	Documents
e-copies of award letters and certificates	**No File Uploaded**

Any additional information	**View File**
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	**View File**

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

Due to covid 19 pandemic there are various restrictions on the direct participation of students. Still college has taken several initiatives to engage students in variety of activities conducted by the institute during the last year. It was a bit of challenge to accommodate students in online/ virtual mode of education, to ensure active participation of students; they were motivated to participate in online programs initiated by the college. Student's representatives serve in almost all the academic and administrative bodies of the college such as IQAC, library association, NSS, NCC and physical education committee. Students are appointed on the various departmental study circles. Through these circles' the different curricular and co-curricular activities were organized. Apart from this the activities relating to the holistic development of students like quiz, Birth and death anniversaries of great persons were also observed. The student's representatives were also engaged with discussing various problems associated with teaching and learning.

File Description	Documents
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/5.3.2.pdf**
Upload any additional information	**View File**

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

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

04

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	**View File**

institutions (Data Template)

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

Institute has its alumni association but the registration of association is under process towards the competent authority. Due to Covid 19 restrictions offline meeting of committee was not held in last academic year. Institute is consciously working on increasing the strength of alumni association for the betterment of institute.

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

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

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

Arts And Commerce College Warwat Bakal is an affiliated College to SGBAU governed by Satpuda Education Society (SES), Jalgaon (Jamod). The college functions under the leadership and able guidance of Honorable, Shri. Krushnarao Ganpatrao Ingle, Founder President of Satpuda Education Society (SES), Jalgaon (Jamod).This is the age of science, so in order to cope up with new horizons of knowledge, Satpuda Sikshan Sanstha started Junior College in 2003 to impart Education in Science and Arts stream on a non-grant basis so that the needy student from this rural area needn't go in cities to pursue the knowledge. Similarly, the Sanstha opened the door for Higher Education in Commerce and Science graduation in 2009, with the vision of empowering the rural students for social transformation.

For smooth functioning of the operational activities various meetings are conducted wherein issues related to the day to- day functioning of the institution are discussed and solutions are sought in a democratic manner. Before taking major decisions, the Principal takes the opinion from the staff members. The staff views, suggestions and recommendations are taken into consideration in the executive decision-making process. This makes the staff realize that their opinions count. It is ascertained by the Principal that all

compositions of various committees are duly constituted as per NAAC guidelines and the conveners of committees are duly conducting the relevant meetings. The faculty members, admin representatives and student representatives are given tremendous chances for raising their efficiencies, skills, and potential. For the fulfillment of vision, the college aims in delivering high quality education in the rural area through effective teaching learning process. Principal is ably assisted by HOD's, Faculty, Coordinators of various committees and Non-Teaching staff, for proper functioning of operational activities. HOD's assist and report academic and administration matters to principal. Faculty members assist and report to HOD.

A code of conduct is established in the college to carry out day-to-day work smoothly and efficiently and to maintain discipline among the faculty, staff and students. By implementing the policies of recruitment and selection, service rules, leave rules, administrative procedures' including redressal of grievances etc, the College is conforming to the regulatory requirement of SGBAU, JDHE, State Government, MHRD, and UGC. In the induction program vision, mission, and code of conduct are conveyed to students. This shows that, Governing Body, Principal and Faculty have an important role in designing and implementation of the quality policies and plans. Principal as the chairperson of different statutory bodies and committees ensures the participation and contribution of all the stakeholders towards quality sustenance, academic excellence of the students and placement opportunities. In addition to teaching, faculty members' carryout various responsibilities such as mentoring, co-curricular, extra-curricular activities, conducting seminar, research and consultancy work.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.1.1..pdf
Upload any additional information	**View File**

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

The College is having decentralized and participative management system with sufficient independence for all staff members of the college, which helps in maintaining and developing better, inter-relationships among all departments. IQACCoordinator is given responsibility of preparation of Academic Calendar, for that he calls meeting of the HOD and prepare Academic Calendar. For preparing timetable,HOD invite choice of the subjects from the faculties and then decides the subject allotment as per their preference and after appropriate correction, finalized timetable,which then after is assigned by principal and circulated amongthe faculties for teaching. Principal and College Council Coordinator constituted various committees for effective management

of the day-to-dayaffairs of the college. These committees have been empowered to take appropriate decisions for the benefits of the students and the college. The conveners of these various committees are being given adequate roles and responsibilities along with authorities, thereby empowering them to take appropriate decisions for smooth execution of their assigned tasks. The IQACCoordinator along with concerned faculty member of the committee makes an action plan for slow learners and fast learners and offers bridge courses, remedial classes to improve the scorecardof the students. The Principal calls for periodic meetings to discuss various activities such as forming of various committees, industrial visits, celebrations of president birthday, conference and seminars with the involvement of faculty and students. Department meetings are also being held periodically to discuss internal issues within the departments and address problems if any and initiate appropriate remedial plan at the college level. The suggestions of the committee members are well perceived by the top management.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.1.2..pdf
Upload any additional information	**View File**

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Every new academic session in our college is planned in an organized manner. Governing body through principal conveys all action plans, policies and objectives of the college to all stake holders at beginning of the session.Staff council convener chalks out the execution plans under the able leadership of principal, and then various committees are formed. Regular monitoring and review of the action plans in departments and committee helps in effective and timely achievement of set objectives for which they are constituted. All curricular, co-curricular and extension activities are thus effectively carried out by various committees and cell, with full support of the management in all respects.Principal ensures that all the activities and events are performed according to the academic calendar. The college leadership maintains regular and active interaction with all stake holders during the span of an academic session. The Principal interacts with them, both at formal and informal levels, at various occasions.

On Orientation Program conducted by each stream,all new students are briefed about the values and functioning of the college as well as their role in it.The college works towards continuous improvement in its policies andits effective implementation and for that an internal assessment is done by the HODs of each department, which checks and moderates the internal assessment of the students, time

table committee evaluates the time tables and work load of each
department. These committee monitors, controls and evaluates the
academic working in the college. Special lectures, extra classes and
remedial classes are scheduled, if required, by the individual
department. An IQAC has been constituted to monitor the procedures
and maintain quality of the procedures and activities in the
college.

Deployment Documents.

a) Photos of completed new building.

b) Photos of laboratories, staffrooms, computer lab, board meeting
room and staff rooms'.

c) Certificates of B.VOC.

d) Certificates of Tally Course.

File Description	Documents
Strategic Plan and deployment documents on the website	**View File**
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/6.2.1..pdf**
Upload any additional information	**View File**

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.

The constitutions of the college governing body with required norms
and condition is already formed. As per the norms and condition of
UGC and universities administrative set up is already done such as
Principal form the nucleus of the administration with final
authority in all financial matters and is vested with day to day
running of the college and also has the team of HOD's, IQAC
Coordinator, Academic Council Secretary and Head Clerk to assist him
in discharging his duties. Appointment, service rules, procedures
etc. are guided SGBAU, the constitutions of college and the rules of
MS Government as amended from time to time.

Governing Body: Governing body is the regulatory authority and
Principal is the member secretary.

Administrative Set Up: Principal the head of the college is
responsible for smooth, effective and efficient functioning of
routine and daily operational activities of college and takes
decisions on matters pertaining to the college. These include
setting up code of conduct to employees, students, principal, CDC,
and management and also issued guidelines for admission of students,
preparation of College time-table, planning all academic,
curricular, extra-curricular activities, sports and social outreach

activities during an academic year. He has his team of Departmental Heads, the IQAC Coordinator, CDC and the Head Clerk to assist her in the discharge of this work.

HOD: Department activities and responsibilities are carried out by the faculty under their respective teachers in charge.

The Functions of Various Committees: These various committees are constituted to carry out various responsibilities and for effective management of the day to day affairs of the college and they are also empowered to take appropriate decisions for the benefits of the students and the college.

Service Rules, Procedures, Recruitment and Promotion Policies: Service rules and procedures are guided by the JDHE of Amravati, SGBAU, and the rules of the State Government as amended from time to time in this regard.

Redressal Mechanisms: There are several Grievance Redressal Mechanisms including the Anti-Sexual Harassment Cell; the Anti-Ragging Cell; a Grievance Redressal Cell with complaints boxes prominently placed and the full implementation of the Right to Information.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.2.2..pdf
Link to Organogram of the Institution webpage	https://asccw.com/about-me/school-committee/
Upload any additional information	View File

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

File Description	Documents
ERP (Enterprise Resource Planning)Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
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 list of the welfare schemes and facilities that are provided to teaching and non- teaching staff of the college are as under :

Ø Health awareness programs. are conducted by NSS and Sport department not only for students but also forteaching and non- teaching staff of the college

Ø Medical Reimbursement to teaching and non- teaching staff of the college is given as per the state government and UGC regulations.

Ø Academic Facilities like computer laboratory is made available to facilitate research work for teaching staff members.

Ø Wi- Fi facility and e- resources like N-List are made available for the employees and students.

Ø All leave rules of the University are adhered to including child care leave.

File Description	Documents
Paste link for additional information	**https://asccw.com/wp-content/uploads/2022/03/6.3.1..pdf**
Upload any additional information	**View File**

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

00

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

04

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

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

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

23

File Description	Documents
IQAC report summary	**View File**
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	**No File Uploaded**
Upload any additional information	**View File**
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

Performance appraisal system is mandatory and useful at the time of promotion and also in improving the standard of working of the college. Complete transparency in the system generates confidence in the employees.The college has an effective Performance Appraisal System for teaching and non-teaching staff as per the UGC, JDHE, and SGBAU guidelines issued from time to time.

The Performance Appraisal Form for teaching staff includes following parameters, based on which performance is evaluated

- **Teaching / Practicals / Tutorials / Industrial and Study Tour/ Project Supervision must be conducted.**
- **Courseware Syllabus Completion.**
- **Seminars, Conferences, and Workshop participated.**
- **Research paper publishing & consultancy projects undertaken/conducted.**
- **Books/Articles/Chapters written & published.**
- **Punctuality in conduct of lectures.**

- ○ **Knowledge Administrative procedures.**
- ○ **Knowledge of IT and proficiency in handling ICT tools.**
- ○ **Ability to guide students, conduct guest lecture and participate as a resource faculty.**

The duly filled in prescribed forms and annexure are analyzed by the Principal, SGBAU Nomination Committee and the Feedback thus obtained is judiciously addressed for the betterment of the Teaching-Learning process. In cases where carelessness or lacunae is observed the teacher in question is counseled by the Principal, Nomination Committee and urged to improve his/her performance in the interest of professional up-gradation and better service delivery to our primary stakeholders, namely the students.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.3.5..pdf
Upload any additional information	**[View File](#)**

6.4 - Financial Management and Resource Mobilization

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

The college is having a transparent and well planned financial management system in which Government and Management are the main sources of funds. There exists a mechanism of external and internal audit for Government and Management accounts separately. The Management Committee is the supreme authority to handle all the financial matters of the College. Details of expenditure are maintained by Head Clerk of the office on the basis of guidelines given by Principal and authorized Auditing Officer appointed by the College. The College regularly provides inputs to the Auditor. Auditor finalizes the report and submits it to Principal. Audit report constitutes all the heads of fees collected in its IE Statement. External Audit: External audit is under the purview of Government. Hence, as and when required, External audit is decided by Regional Joint Director, Higher Education.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.4.1.pdf
Upload any additional information	**[View File](#)**

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

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

00

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

Arts And Commerce College Warwat Bakal is a constituent college of the SGBAU and salaries of employees are funded by Maharashtra State Government. There is no separate provision for research in the budget in the grants received from the UGC. However the college encourages its faculty to submit research proposals to various funding agencies and if proposal accepted the college will be responsible for the mobilization of funds granted by them. The college built new building from available area to accommodate more laboratories, staffrooms, computer lab, and staff rooms' board room will be used for management and staff meeting purposes, the seminar hall is also used for conducting events and programmes at college level, the central library which functions as a composite knowledge resource centre are but a few other examples of optimal space utilization. A strip of land aside on left hand side on the main office buildings side has been transformed into a garden and a previously unused storage room aside NCC office has been creatively crafted into a Canteen for staff members and students. Administrative and general expenses such as office expenses, water supply and electricity charges, repairs and maintenance of movable and immovable assets are done to ensure smooth functioning of the college and also mobilizes its human resources, by designing and implementing academic and co-curricular activities that challenge the students to the utmost and develop their potential to the fullest. It encourages all staff members to reach their personal and professional growth goals by cooperating with their CAS procedure. If there is any deficit then parenting organization provides funds for operational and routine activities.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.4.3..pdf
Upload any additional information	View File

6.5 - Internal Quality Assurance System

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

The two practices institutionalized as a result of IQAC initiatives are described as below.

1. Utilization of ICT tools for effective Teaching Learning Process.

More than 30 different online activities throughout the year were carried out by the institute in which students have actively participated and played a significant role. The variation in these activities is remarkable and covers near about all dimensions of student's improvement. Participation of students in these activities with great enthusiasm reflects their interest to learn something new. The activities carried out by virtual mode have majorly contributed in developing telecommunication skills among the participants. Students also learn how to gather information by utilizing different e-sources. The rush of virtual activities adapted students to this mode of celebrating different occasions which are important in development of different skills such as communication skill, online event management, time management, oratory, collection of data and information by using online resources. All the participants of these events have gained confidence in utilizing and handling virtual tools.

2. Covid-19 Vaccination Awareness Program.

Corona pandemic had put significant pressure on our resources; scarcity of required human resource is one of important aspect during this period. To overcome this situation, different stakeholders, NGOs and social agencies raised their hand to support the civilian authority. The NCC unit of our college responded to the call of District Magistrate and stepped out to render its duty. During this pandemic situation there was the need of human resource to carry out different activities such as distribution of relief material, medicines, food, essential commodities, community assistance etc. Institute's NCC unit received a telephonic request from Commanding Officer of 13 MhBn NCC, Khamgaon for the deployment of NCC Cadets as Corona Warriors in the Sangrampur Tehsil. So After receiving the request, the ANO of college NCC unit communicated with Taluka Magistrate office of Sangrampur for deployment of NCC cadets. As per the instructions given by the TM, institute provided the list of volunteer cadets. Institute has 60 senior division cadets, out of them 10 cadets agreed to participate in the activity. The consent letters of the parents was demanded. The cadets were deployed at Bank of Maharashtra and State Bank of India at Sangrampur. The respective Bank Managers asked the cadets to maintain social distance and crowd management. The commendable work by the NCC cadets was duly appreciated by the banks. The institute admires the

efforts of our NCC cadets who continuously worked from 27th of April to 3rd May 2020.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.5.1.pdf
Upload any additional information	**View File**

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

COVID - 19 Pandemic brought almost complete Lockdown in India. Academic sector, obviously, could not be an exception. The unexpected and sudden lockdown disrupted all aspects of academics. Safety of life was the only one thing than continued routine academic activities. The lockdown dropped in during the pre examination period when completion of teaching & preparation of examination go hand in hand. Obviously there had to be ways to surmount the situation & not get panic. The need of the hour was to 'rise and face the moment'. All the stakeholders in the academic field faced the problem and sorted out the possible solution. We, the stakeholders of Arts & Commerce College, exclusively had interactions at the institutional & departmental levels. Online links were created among teachers & students at multiple levels. Online counseling for awareness about the COVID 19 Pandemic & all the related matters was undertaken to make the students alert to the situation & yet face it quite appropriately. The curriculum was covered using online tools. Tests were carried out Online to prepare the students for University Examinations. CIE - Continued Internal Evaluation was undertaken. University examinations were conducted by the college as per pertinent directives & all the activities related to the examinations were completed successfully & within stipulated time frames. For the academic session 2020-21, admission process was streamlined & extended as per the Directives of the University. Teachers continued to work from home, inclusive of Webinars, Online Conferences and Workshops, ZOOM / Google Meetings, Quiz programs etc. Online classes were conducted for the new session. Co-curricular activities & programs were organized successfully. Professional development activities including FDPs, FIPs, and STCs were undertaken by teachers enthusiastically. All the norms related to safety & securities during COVID-19 Pandemic were followed. It is well said that 'ज़िन्दगी के अंधेरे अपने चिराग साथ लाते है!" This was revealed during the academic session 2020-21 when despite of the complete lockdown, the congenial way for Teaching-Learning were sorted out by the teachers of our college. The online activities during lockdown encouraged the teachers & students to learn & imbibe newer technologies for self-empowerment. At the institutional level IQAC, College Council, HODs etc coordinated effectively & energetically.

Each department functioned with internal coordination. Data collection, compilation & analysis were done periodically. Planning & execution was super headed by the Principal Dr. JagannathChaudhari. Nonteaching staff members contributed to the fullest, in successful implementation of all the aspects of Academic Activities during Lockdown. The team of Arts & College, WarvatBakal is committed to extend all the relevant curricular, Co-curricular and Extension activities untiringly to the logical end.

File Description	Documents
Paste link for additional information	https://asccw.com/wp-content/uploads/2022/03/6.5.2.pdf
Upload any additional information	View File

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)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://asccw.com/wp-content/uploads/2022/03/6.5.3.pdf
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

A nation can progress and attain higher development, growth only when both men and women are entitled to equal opportunities. Our institute is committed to create and maintain a community in which all students can work together in an environment where there is no gender violence, harassment, exploitation and discrimination. All the forms of bias and discrimination including unconscious bias against women are not tolerated in our institute. Special focus is

given to improve girls' participation and representations in almost all the academic activities.

Our institute is committed to gender equity and has been undertaking several programme like Jijau Jayanti, Savitribai Phule Jayanti which convey the message of woman empowerment and motivate the students towards gender equity.

The college is a co-educational institution. In our college, the proportion of girl students is more than the boys. The birth anniversary of Savitribai Phule, celebration of Women's Day, lectures on the issues of women's problems, rangoli competition, workshop on women safety and Laws etc. are organized. The college has 'Grievance Redressal Cell for Women'

Women Cell of our institute observes 'International day of Women and Girls in Science' on 11th February and 'International Women's day' on 8th March of every year.

Safety and Security: - Our institute has separate common room for girls. There is an Internal Compliant Committee, which works for gender sensitization as well as to provide safety, security and counselling to girl students. The Cell regularly conducts programmes, activities and courses for girl students as well as other women from the society to create awareness about female foeticide, gender based discrimination, self-employment, social responsibility and safety.

There are girl cadets in NCC unit of our institute. These girl cadets concentrate on developing their characters and quality like discipline, leadership, secular outlook and spirit of adventure. Girls' enrolment is more than that of boys in most of the classes. Success rate of girl students is higher than that of boys; the participation of girls in curricular, co-curricular and extra-curricular activities is more than the boys.

File Description	Documents
Annual gender sensitization action plan	https://asccw.com/wp-content/uploads/2022/03/7.1.1.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

| 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 | D. Any 1 of the above |

conservation Use of LED bulbs/ power efficient equipment

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

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

Our institute mostly believes in the three 'R's of waste management – reduce, reuse and recycle. For waste management mechanism our institute develops its own waste management system.

Solid Waste Management: In order to dispose the waste safely it should be converted effectively. This is achieved by bio-composting and vermicomposting of waste. Composting is an environment friendly process. It converts wide variety of wastes into valuable agricultural inputs. Compost is excellent source of humus and plant nutrients, on application of which improve soil biophysical properties and organic matter status of the soil. We have initiated a step towards managing the waste collected from college premises. A skill full approach to solid waste management is used by our institute. All the solid waste generated in campus waste collected in waste bins. The Canteen and departmental rooms' waste is also used for composting.

The College has adopted to use both side paper for print to avoid the waste of page but mostly we believe in paperless communication and therefore we use e-resources.

Liquid Waste Management: The waste water from tap and drinking units is used for watering the plants. The waste from the drinking unit is drain into the soak pit near well.

E-waste Management: There is no problem of e-waste in the campus but in the future if there is any e-waste, the college will find the suitable means to manage it.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**https://asccw.com/wp-content/uploads/2022/03/7.1.3.-Describe-the-facilities-in-the-institution-for-the-Management-...-.pdf**

Any other relevant information	**View File**

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**C. Any 2 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: 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**	**A. Any 4 or All of the above**

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	**View File**

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	**View File**
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

The institution is committed to inculcate human values incorporated in the preamble of the Indian constitution: liberty, equality, fraternity and justice. National integration is the sole motto while imparting education to the students irrespective of caste, creed, sects and religion.

The students and faculty are involved in various kinds of extension activities like village cleanliness drive, Voter Awareness programmes, Beti Bachav, etc. The college has active NSS and NCC units wherein the activities related to National Integration, Religious Harmony, Cultural Diversities are organised. The NCC Song 'Hum Sab Bharatiy Hai' and NSS song 'Khara To Ekachi Dharm' inculcate the values of humanity, brotherhood, national integration etc. The institution always strives to create the environment inclusive of tolerance and harmony towards cultural, regional, linguistic and communal diversities. Any student who attains the

qualification for entering the first year of graduation can seek admission in our institute irrespective of caste, creed, religion or language.

Holistic development of students: In order to create a sense of oneness Uniform dress-code is compulsory for the teachers and students in the college. It helps to create a harmonious and disciplined atmosphere. Birth and death anniversaries of national leaders are observed in the college to acquaint the students about the qualities of great leaders.

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

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

Our Institute has cultural committee and this committee celebrate national festivals and birth and death anniversaries of the great Indian as well as International personalities. The aim of celebration is to cultivate national integrity, social harmony and universal values and develop the cultural sense among the stakeholders. Our institute also celebrates national festivals like Independence Day and Republic Day to know national values and understand humanity and peace with enthusiasm. Apart from this, the college observes the Maharashtra Day, Constitutional Day, Science day, International Women Day, World Wild Life Day, NSS Day, Army Day, Kargil Victory Day etc. to familiarise the students with the significance of the events. These events help to inculcate the civic sense among the students. Dr.A.P.J.Abdul Kalam's birth anniversary is celebrated as Wachan Prerna Diwas. The International Women's Day is observed by arranging guest lecture, workshop, seminar etc. On the occasion of birthday of Founder President of college, annual cultural programs are organised. These programs are a feast to the students where they can avail an opportunity to expose their latent talent. The college Magazine 'Zep' is published every year. The students of college publish their articles and poems in the magazine. The publication of 'Zep' has been a source of inspiration to the new students to express their ideas and thoughts.

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

7.1.10 - The Institution has a prescribed | **C. Any 2 of the above**

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

    4. Annual awareness programmes on Code of Conduct are organized

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

Our institute celebrate independence day, republic day, Marathi Bhasha Divas, national Science Day, International Day for women and Girls in Science, International women's day, International Periodic Table day, Our institute also celebrate, Teachers Day (Dr. Sarvpalli Radhakrishan Jayanti), Gandhi Jayanti, Savitribai Phule Jayanti, Swami Vivekanand Jayanti (Youth Day), Shivaji Maharaj Jayanti and Dr. B.R.Ambedkar Jayanti etc. S. R. Rangnathan birth anniversary (12 August) , NSS Day and the NSS volunteers conduct cleanliness drives. Our college celebrate various scientist birth and death anniversaries.

Our college celebrate Teacher's day every year on 5th September. On this day student, express their gratitude and appreciation for their teacher on this day.

We celebrate independence and republic day in our institute to inculcate patriotic feeling in student.

To give an opportunity to the scientific minded citizen of India, Department of the science celebrate National science day on 28 February each year by organizing quiz competition, speech of student and teachers, seminars and various programmes.

International Women's day celebrated each year on 8 march, on that occasion women cell of our college organizes various events like

guest lectures , workshop on gender equity and poster, rangoli competitions and various delightful events.

We celebrate birth and death anniversaries of our national leaders that is Mahatma Gandhi, savitribai Phule Jayanti, Swami Vivekanand Jayanti (Youth Day), Shivaji Maharaj Jayanti and Dr. B.R.Ambedkar Jayanti etc. S. R. Rangnathan birth anniversary to make the patriotic environment in student and staff.

The purpose of celebration of these days is to maintain and inculcate the value of unity, integrity of our country in students mind.

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.

Best Practice I

Title of the Practice: Uplifting Students by Virtual Mode

Objectives of the Practice:

- **To inculcate ethical use of virtual resources by the students for their betterment.**
- **To dropdown the impact of pandemic on the equity and inclusiveness by initiating different activities.**

The Context:

The COVID 19 has resulted in ceasing all the academic business in schools and colleges across the world. India is also facing the damage created by the pandemic on the classical education protocols. The universities and its affiliated institutes which are in rural area of country have drastically affected by this pandemic, where the resources for online teaching learning are very poorly developed. Under these circumstances education has drastically changed, with the distinctive rise of e-learning. The institute itself takes this as challenge to change and move forward with online platform. During the crises period, faculties of institute not only changed their teaching-learning mechanism but also carried out all the extra-curricular and co-curricular activities successfully on different virtual platforms.

The Practice:

More than 30 different online activities throughout the year were carried out by the institute in which students have actively participated and played a significant role. The variation in these activities is remarkable and covers near about all dimensions of student's improvement. Participation of students in these activities with great enthusiasm reflects their interest to learn something new. The future prospective of institute is to advance and multiply the efforts to bring sustainable change in utilization of ICT by the students for their development. The major outcome of this initiative is that the students are aware about the different sources available for learning and to boost their creative thinking such as making posters without using pen or pencil. Students have enjoyed online discussions and also learnt to manage and operate online sessions. The activities carried out by virtual mode have majorly contributed in developing telecommunication skills among the participants. Students also learn how to gather information by utilizing different e-sources. In a nut shell all these activities enable teachers to develop effective learning process during this COVID19 pandemic situation. Some of the events in which online quiz competitions were taken by the different departments of institute in which students have actively participated and enabled them to learn at their own pace. The rush of virtual activities adapted students to this mode of celebrating different occasions which are important in development of different skills such as communication skill, online event management, time management, oratory, collection of data and information by using online resources. All the participants of these events have gained confidence in utilizing and handling virtual tools.

Challenges

Implementation of virtual mode of learning and teaching is directly proportional to the availability of proper internet connectivity and suitable equipment's. Many of the students admitted to our institute belong to economically backward categories so that are they are not able to buy smart phones, tablets or laptops. The other challenge is that of internet connectivity. Many villages in the vicinity of college do not have proper internet connection, so it hampers the participation of students in online activity.

Evidences of Success

The list of activities carried out by virtual mode during the year

Sr. No. Name of Activity Date Number of Participants 1 Project on seed ball preparation 14/7/20 63 2 Project on Hartalika Pujan 18/08/20 39 3 National Nutritional Week 1 to 7 Sept 2020 30 4 Project on wild vegetables and its uses 06/09/2020 51 5 National pollution Prevention day 02/12/2020 35 6. Flower Arrangement Competition 21/01/2021 37 7 World Wetland day 02/02/2021 40 8

National Science Day (National quiz competition 28/02/2021 280 9 Wild Vegetable Week 9 to 15 Aug 2021 52 10 Birth Anniversary of Antoine Lavoisier 26/08/2020 32 11 World Ozone Day 16/09/2020 53 12 National Periodic Table Day and Rangoli Competition 07/02/2021 38 13 One day Online Webinar on career in the area of banking and finance 17/08/2020 84 14 Online tally Quiz Competition 27/09/2020 328 15 Online Celebration of Indian Consumer Day 24/12/2020 30 16 Guest lecture Goods and Services Tax 13/02/2021 39 17 World Consumer day 15/03/2021 26 18 Online workshop on conversation skill 15/10/2020 28 19 Bird Week (Rangoli, sketch, photographs competition) 5 to 12 Nov 2020 50 20 Online lecture on "all about owls and owlets" 06/11/2020 60 21 Corona awareness program 27/05/2020 518 22 Butterfly Month (collection of photographs of butterflies by students) 5 Sept to 3 Oct 2020 60 23 Ozone Day (e-poster competition) 16/9/2020 14 24 Online guest lecture on diversity of butterflies 07/10/2020 39 25 Online Welcome Program of First Year Students 14/08/2020 33 26 One day online webinar "Career Guidance in the area of Banking and finance" 17/08/2020 84 27 Online Tally Quiz Competition 27/09/2020 328 28 Indian Consumer Day 24/12/2020 37 29 Online Guest Lecture on Goods and Services Tax 13/02/2021 39 30 Online lecture on Conversation Skill 15/10/2020 28

Best Practice II

Title of Practice: Corona Warriors

Objectives of the Practice:

- To provide support to civilian authority to minimize panic of corona pandemic.
- To follow one of the aims of NCC for developing the ideals of selfless service among youth of country.
- To fulfill human resource by providing trained and motivated NCC cadets.
- To create a civic sense among the cadets.

Context:

The worldwide wave of Covid 19 created a threat of extinction all over the world. All the civil administrations seemed to be helpless before Covid 19. The pandemic drastically changed the priorities of civilian authority. The major concern of the state and central government in India was to ensure the safety of each citizen by implementing and adopting SOPs provided by ICMR. Managing and preventing the spread and infection of virus was one of the basic aims during this crisis period. All the resources of private and governmental agencies were engaged in serving the nation during this period. However the administration needed excess human resource to manage mob at different public places as social distancing was one of the most important prevention. The second wave of Covid 19 pandemic found to me more disastrous especially in Maharashtra State. The Buldana district was declared hotspot of corona infection

during this second wave. In such critical situation, NCC Coy of our institute stepped out to help civilian authority by extending its services under a programme called "Exercise NCC Yogadan". 13 MH BN NCC Khamgaon received a requisition from the District Magistrate (DM) of Buldana regarding the provision of NCC cadets for managing mob at different locations so as to maintain social distancing.

The Practice:

Corona pandemic had put significant pressure on our resources; scarcity of required human resource is one of important aspect during this period. To overcome this situation, different stakeholders, NGOs and social agencies raised their hand to support the civilian authority. The NCC unit of our college responded to the call of District Magistrate and stepped out to render its duty. During this pandemic situation there was the need of human resource to carry out different activities such as distribution of relief material, medicines, food, essential commodities, community assistance etc. Institute's NCC unit received a telephonic request from Commanding Officer of 13 Mh Bn NCC, Khamgaon for the deployment of NCC Cadets as Corona Warriors in the Sangrampur Tehsil. So After receiving the request, the ANO of college NCC unit communicated with Taluka Magistrate office of Sangrampur for deployment of NCC cadets. As per the instructions given by the TM, institute provided the list of volunteer cadets. Institute has 60 senior division cadets, out of them 10 cadets agreed to participate in the activity. The consent letters of the parents was demanded. The cadets were deployed at Bank of Maharashtra and State Bank of India at Sangrampur. The respective Bank Managers asked the cadets to maintain social distance and crowd management. The commendable work by the NCC cadets was duly appreciated by the banks. The institute admires the efforts of our NCC cadets who continuously worked from 27th of April to 3rd May 2020.

Challenges:

The challenge before the institute was to save the cadets from being infected during performing duties. To address the above said issue the ANO of our institute carried out a training program of these volunteers in institute's seminar hall before being actually deployed. Second most important challenge while observing this initiative was to develop understanding among the cadets about keeping calm and quiet during the duty.

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

Our institute emphasizes on quality of education and therefore institute has enrolled the highly qualified faculty members. They provide academic exposure to students by organizing seminars, guest lecture, workshop, conferences.

By remaining true to our mission, the college has set an objective before itself of providing quality education to most disadvantaged and down-trodden section of the society. Towards this college has made all possible efforts and succeeded in achieving its goal during last 25 years. Annual income of majority of families belongs to Below Poverty Line. The institute has made it a point to provide all essential facilities to such students so that financial constraints should not deprive them of education. Students avail all government welfare schemes and scholarships easily in the college, because they are always provided timely information about all such schemes. Along with financial difficulties, academic difficulties of the students are also properly taken care of by the college. Shy and diffident tribal and rural students generally hesitate to mix and communicate. Our teachers help them a lot to shed their shyness and establish communication with others. Majority of Girl students after H.S.C. would stop education. They are provided guidance about various future prospects. Since many of our students come from nearby villages; commuting was the main problem for them as no transport is available in the morning. So, an elaborate college time-table has been devised and put into practice using noon shifts. Rural and tribal students obtaining comparatively average marks in S.S.C. and H.S.S.C. examination and that to in more than one attempts also are not denied admissions in our college. All students taking admissions to the college are consistently given proper guidance so that they can successfully complete their degree education. On the campus, maximum essential physical facilities for educational needs are available. An affectionate rapport is continuously maintained between teachers and students. Alumni actively participate in college activities. Reputation of any institute is a yardstick to measure its success and performance and it could be the right kind of advertisement of the institute. Since our institute never made any adjustments as far as merit and quality was concerned, there was never a single instance in the history of 25 years of the college, when any doubt or question was raised about its reputation in the entire region of SGB Amravati University. It is due to this flow of students and adequate feeding had never been a matter of concern for us. Even today, the college has maintained the same steady flow of students. We sincerely believe that our alumni are our real missionaries who voluntarily canvass of our quality. This, we believe, makes us stand distinct from the other Institutes around us.

File Description	Documents
Appropriate web in the Institutional website	**No File Uploaded**

| Any other relevant information | **View File** |

7.3.2 - Plan of action for the next academic year

1. **Launching PG Programs**

2. **Introducing Certificate Courses**

3. **Organizing Conference, Seminars, Workshops**

4. **Developing Green Campus**

5. **Developing College Website**

6. **Introducing Research center**