



Yearly Status Report - 2019-2020

Part A

Data of the Institution

Part A	
Data of the Institution	
1. Name of the Institution	ARTS AND COMMERCE COLLEGE, WARVAT BAKAL
Name of the head of the Institution	DR. JAGANNATH S. CHAUDHARI
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07266295207
Mobile no.	9423489722
Registered Email	327accwb@gmail.com
Alternate Email	accwb327@gmail.com
Address	At Post- Warvat Bakal Ta- Sangrampur Dist- Buldana
City/Town	Warvat Bakal
State/UT	Maharashtra
Pincode	444202

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Rural
Financial Status	state
Name of the IQAC co-ordinator/Director	Mr. Nishigandh Satav
Phone no/Alternate Phone no.	07266295207
Mobile no.	9404868176
Registered Email	327accwb@gmail.com
Alternate Email	satavnp@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://asccw.com/wp-content/uploads/2020/02/AOAR-2018-19.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://asccw.com/wp-content/uploads/2021/02/Academic-Calendar-2019-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	B	2.27	2016	02-Dec-2016	01-Dec-2021

6. Date of Establishment of IQAC	10-Jan-2013
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
IQAC Meetings	05-Aug-2019	12

	03	
Submission of AQAR 2018-19	27-Feb-2020 01	12
Degree Distribution Program	31-Dec-2019 01	35
Feedback from the stakeholders	15-Jan-2020 06	200
View File		

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

Institution/Department/ Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	0	Nil	2020 0	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

3

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

- Motivated the students and staff to utilize ICT tools for effective Teaching Learning Process.
- Motivated the staff to develop the econtent.
- Organised College Level Workshop on 'New Framework of Accreditation and Assessment'
- Motivated the staff to participate in seminars, conferences and publish Research Papers
- Promotion of communication through electronic media

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

Plan of Action	Achivements/Outcomes				
1. Formation of Study Circles	Formed the different Study Circles				
2. Updating the laboratories and purchasing required equipment and chemicals	Purchased the equipment and chemicals for laboratories of Rs. 1,95,776/- during the year.				
3. Constructing new building for laboratories.	The proposal of construction of new building for laboratories was sent to the Management on 23/12/2019 and Management approved it on 10/03/2020.				
4. Developing the Competitive Exam Forum	Formed the Competitive Exam Forum and purchased LCD Projector for Competitive Exam Forum on 03/09/2019 of Rs.29700/- & Books of Rs. 156118/-				
5. Purchasing the Text Books	Purchased 397 text books for Library of Rs. 101510/-				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th>Name of Statutory Body</th> <th>Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Development Committee</td> <td>27-Jul-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	27-Jul-2020
Name of Statutory Body	Meeting Date				
College Development Committee	27-Jul-2020				
15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No				
16. Whether institutional data submitted to AISHE:	Yes				
Year of Submission	2020				
Date of Submission	30-Jan-2020				
17. Does the Institution have Management Information System ?	Yes				
If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	For efficient and effective administration, the college has procured College Automation Software (CAS). At the initial stage CAS has independent modules for administrative tasks like Admissions, scholarships, students' data, account and finance etc. The CAS ensures that number of papers used for printing and storing data and info is limited. Operational Modules: • CAS Office • CAS Payroll • CAS Admissions •CAS Account				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

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-centered 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.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
0	0	Nil	0	0	0

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	0	Nil
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	0	Nil

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

	Certificate	Diploma Course
Number of Students	Nil	Nil

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
0	Nil	Nil

[View File](#)

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nil	Nil	Nil
View File		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	No
Employers	No
Alumni	Yes
Parents	No

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

Feedback Obtained

The institution seeks feedback from the key stakeholders like Students and Alumni. All these feedbacks are collected through Feedback Committee of the college. At the beginning of the session, the committee designs the formats of the feedback in its meeting. The formats after being reviewed by the IQAC are finalized. The stakeholders are supplied with a preprinted MCQ style questionnaire and a preprinted blank option sheet to record their choices. The recorded choices are then processed. The Feedback Analysis Report is discussed in staff council meeting and forwarded to IQAC for suggestions if any. The Feedback analysis contains the suggestions for improvement and corrective measures to be undertaken. Based on these recommendations the Principal issues letters of suggestions/commendations to the teachers concerned. In terms of suggestions and corrective measures opted from the feedback of stakeholders, the corrective measures are adopted and the relevant action is taken.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	General	242	238	238
BCom	General	132	130	130
BSc	General	132	131	131
View File				

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG	Number of fulltime teachers available in the institution teaching only PG	Number of teachers teaching both UG and PG courses
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			courses	courses	
2019	961	Nil	24	Nil	Nil

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
24	22	4	3	Nil	22
View File of ICT Tools and resources					
View File of E-resources and techniques used					

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

College has a strong mentoring process. Class guardians for each class are appointed at the beginning of the academic year. Heads of departments and appointed class guardians play the role of mentors for the respective classes. They interact with students for resolving issues related to class-test, home assignments, and seminars and for informal discussion. Heads of the departments and class guardians regularly inform students of various opportunities available in the industry as well as with respect to higher education. Guidance about various entrance tests and admissions is provided to the students. The main objective of this system is to develop the interest of study. Teachers not only prepare students educationally but also try bring about their personality development.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
961	24	1:40

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
24	24	Nil	16	12

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

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil
View File			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BCom	General	SEM IV	Nil	29/08/2020
BCom	General	SEM III	26/11/2019	20/01/2020

BCom	General	SEM II	Null	28/08/2020
BCom	General	SEM I	29/11/2019	29/01/2020
BA	General	SEM VI	30/10/2020	25/11/2020
BA	General	SEM V	26/11/2019	20/01/2020
BA	General	SEM IV	Null	31/08/2020
BA	General	SEM III	28/11/2019	20/01/2020
BA	General	SEM II	Null	29/08/2020
BA	General	SEM I	30/11/2019	05/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The evaluation mechanism followed by the College is in conformity with that of the affiliating University, i.e. Sant Gadge Baba Amravati University, Amravati. SGBAU introduced semester pattern at U.G. and at P.G. level with CGPA pattern from 2010-11 in the science stream and from 2017-18 at U.G. level in arts faculty. Continuous Internal Evaluation system has been a part of the evaluation mechanism since 2010-11. The University has laid down certain norms on the basis of which the teacher can evaluate the students at College level. At the UG level the University has allowed 20 of the marks to be decided through internal assessments. Teachers evaluate the students in a course through their interaction throughout the semester. The mechanism for the same includes written tests, seminars/study tour, home assignments, projects, Group Discussion etc. The remaining 80 of the marks are awarded through the External Semester Examinations conducted by the University. The time table for internal examinations is prepared and displayed by the College. Each department works out the details of how the CIE is to be carried out for each paper making sure that COs of each paper are achieved through the different assignments. The major reforms introduced by SGBAU include online question papers for all examinations. These password protected question papers are received by the College before one hour to start of the respective examinations. The College has high speed photo copier for the specific purpose of printing question papers. The entry of internal marks is made online. Hall tickets for all exams are received online printouts are taken, authenticated and circulated by the College. The teachers individually determine it through their teaching methods by asking questions and knowing their difficulties. This type of assessment helps the teacher to identify problem areas which need to be clarified or retaught. It helps our faculty to ascertain whether curriculum or learning activities need to be modified during class session or before the next class meets. During the course, term exams and unit tests are conducted to evaluate the students. The academic record of the students is maintained by the respective teachers so as to make positive reforms. Thus, the system of evaluation is adequate and comprehensive so as to measure different types of skills achieved by the students.

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

The College prepares the Academic Calendar vide the notification of parent university i.e. Sant Gadge Baba Amravati University. The academic calendar comprises of the Curricular, Co-curricular and Extracurricular Activities to be carried out throughout the year and publish it in college prospectus and display on the college website. On the basis, each department prepares their own annual calendar (Plan) and convey to the students. The college internal examinations are also conducted according to the time schedule declared by the examination committee in the first term and the second term of each and every

semester. Thus, the institution adheres to the academic calendar for the conduct of various activities right from admission process to final examination.

2.6 – Student Performance and Learning Outcomes

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

<https://asccw.com/wp-content/uploads/2020/02/PO-PSO-CO.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
General	BSc	Nil	70	68	95.77
General	BCom	Nil	55	55	100
General	BA	Nil	47	46	97.87

[View File](#)

2.7 – Student Satisfaction Survey

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

<https://asccw.com/wp-content/uploads/2021/02/Feedback-Report-2019-20.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nil	0	0	0	0

[View File](#)

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
0	0	0	Nil	0

[View File](#)

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
0	0	0	0	0	Nil

[View File](#)

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
0	Nil

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	History	1	Nil
International	Political Science	1	Nil
International	Zoology	2	Nil
International	Physical Education	2	Nil

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

Department	Number of Publication
Marathi	1
History	2
Physical Education	3
Library	1

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

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

[View File](#)

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
0	0	0	Nil	Nil	Nil	0

[View File](#)

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Semi	12	39	7	Nil

nars/Workshops				
Presented papers	Nil	Nil	Nil	Nil
Resource persons	Nil	Nil	Nil	Nil
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Natural Colour Preparation for Eco Friendly Holi	Dept. of Botany, Arts Commerce College Warvat Bakal	4	42
Special Camp at adopted village, Wankhed	N.S.S. Gram Panchayat Wankhed	3	50
AIDS Awareness Rally	Rural Hospital, Warvat Bakal N.S.S.	2	33
Swachhata Abhiyaan Week @ Mahatma 150	N.S.S.	2	47
Elocution on Water Conservation	NYK Buldana and N.S.S.	2	2
Mega Swachhata Pakhawada	13 MAH BN NCC, Khamgaon	1	28
World Ozone Day	N.S.S.	2	33
Swachh Bharat Abhiyan	N.S.S.	2	59
EVM VVPT Awareness Training	Tahasil Office, Sangrampur N.S.S.	2	36
Voter Awareness and Registration	Tahasil Office, Sangrampur N.S.S.	2	29
View File			

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

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
0	0	0	Nil
View File			

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

Name of the scheme	Organising unit/Agency/ collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
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Gender Sensitisation	Womens Cell, Arts Commerce College, Warvat Bakal	World Women's Day	3	72
Creating Awareness about Indian Army	13 MAH BN NCC, Khamgaon	Army Day	1	55
Sant Gadge Baba as Messenger of Cleanliness	NSS, Arts Commerce College, Warvat Bakal	Sant Gadge Baba Death Anniversary	2	31
Constitution and our duties	Arts Commerce College, Warvat Bakal	Indian Constitution Day	2	46
Energy Conservation Awareness	132 KV Power Sub Station, Warvat Bakal	Visit to 132 KV Power Sub Station, Warvat	2	34
Role of Youth in Nation Building	NSS, Arts Commerce College, Warvat Bakal	International Youth Day	2	53
Remembering Patriotic Heroes	13 MAH BN NCC, Khamgaon	Kargil Vijay Day	1	41
De-Addiction	Rural Hospital, Warvat Bakal	No Tobacco Day	2	32
Environment Conservation	Arts Commerce College, Warvat Bakal	ree Plantation in College Campus	2	34
Health Awareness	NSS, Art Commerce College, Warvat Bakal	Yoga Day	3	57
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
0	0	0	0
View File			

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

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

0	0	0	Nil	Nil	0
View File					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
0	Nil	0	Nil
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

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

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
7	6.4

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Classrooms with LCD facilities	Newly Added
Seminar Halls	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

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

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
0	Nil	0	2021

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	4505	698290	397	101510	4902	799800
Reference Books	92	31238	Nil	Nil	92	31238
e-Books	Nil	Nil	Nil	Nil	Nil	Nil
Journals	14	9500	Nil	Nil	14	9500
e-Journals	Nil	Nil	Nil	Nil	Nil	Nil

Digital Database	Nil	Nil	Nil	Nil	Nil	Nil
CD & Video	Nil	Nil	17	1250	17	1250
Library Automation	Nil	Nil	Nil	Nil	Nil	Nil
Weeding (hard & soft)	Nil	Nil	Nil	Nil	Nil	Nil
Others (specify)	505	78580	499	156118	1004	234698
View File						

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
0	0	0	Nil
View File			

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	25	1	25	0	0	5	0	10	0
Added	1	0	0	0	0	0	0	0	0
Total	26	1	25	0	0	5	0	10	0

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

10 MBPS/ GBPS

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
2.5	2.1	3	2.67

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

The procedures and policies established by college for maintenance and utilization of physical, academic and support facilities available in college are as follows: • The laboratories are maintained by the attendants under the supervision of Heads of the respective Departments. • Laboratory Assistant in consultation with Heads of the respective Departments processes the maintenance of equipment, chemicals, glassware and other necessary utensils as per the budget allocated. On time maintenance is getting approved time to time by the Principal. • The college Librarian observes the maintenance of the Central Library. • The Teacher-in-charge of the computer department along with the office attendant work through an annual maintenance contract (AMC) with the firm Parth Computers, Jalgaon Jamod for the Departmental maintenance and ICT equipment. • There is systematic work allotment between the class four employees to maintain the cleanliness of the classrooms and other campus of institute which is supervised by the Head Clerk. • There is annual maintenance contract (AMC) with Mr. Bhagavan Bhople, Warvat Bakal to maintain and update electrical and plumbing components of the campus time to time. • Other timely maintenance is done by the office. The scrap is disposed off through timely methods.

<http://asccw.com/wp-content/uploads/2020/02/Institutional-Procedures-and-Policies.pdf>

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	0	0	0
Financial Support from Other Sources			
a) National	GOI Scholarship	775	895619
b) International	0	Nil	0
View File			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Students Personal Counseling	Nil	20	Counseling Cell
Seminar competition	01/02/2020	9	Dept. of Chemistry
Rangoli competition	18/03/2020	60	Dept. of Botany
Workshop on Organic color preparation for Holi	03/07/2020	20	Dept. of Botany
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the	Number of	Number of	Number of	Number of
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	scheme	benefited students for competitive examination	benefited students by career counseling activities	students who have passed in the comp. exam	students placed
2020	Competitive examination and career counselling scheme	53	13	Nil	Nil
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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Nil	Nil	Nil	Nil	Nil	Nil
View File					

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

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2020	20	B.Sc	Botany, Zoology, Chemistry	shri shivaji college of arts, commerce and science akola, Shankarlal khandelwal College Akola, Dr. Babasaheb ambedkar marathwada university sub center osmanabad. G. S. Sci. Arts And Comm. College Khamgaon,	M.Sc.

				sant gadge baba amravati university amravati.	
2020	23	B.Com	Commerce	G. S. Sci. Arts And Comm. College Khamgaon, Dr. G. K Mah avidyalaya gadegaon (telhara), shri shivaji college of arts, commerce and science akola,	M.Com
2020	2	BA	Economics	G. S. Sci. Arts And Comm. College Khamgaon,	MA
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year
(eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	Nil
SET	Nil
SLET	Nil
GATE	Nil
GMAT	Nil
CAT	Nil
GRE	Nil
TOFEL	Nil
Civil Services	Nil
Any Other	6
View File	

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

Activity	Level	Number of Participants
Sports (Kho-Kho)	Institutional	40
Sports (Kabaddi)	Institutional	60
Sports (Volleyball)	Institutional	20
Sports (Atya-Patya)	Institutional	60
Cultural (One Act Play)	Institutional	26

Cultural (Debate)	Institutional	19
Cultural (Elocution)	Institutional	12
Cultural (Singing)	Institutional	19
Cultural (Fancy Dress)	Institutional	12
Cultural (Group Dance)	Institutional	32
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	GOLD Medal	National	1	Nil	Sci 2019-20-91	Aniket Taksal
View File						

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

As per the State government's regulations Sant Gadge Baba Amravati University holds Students Elections every year. The college under the directions of the University conducts elections to the Students Council every year. The students' Council body has representatives from the categories of girls, sports, cultural, NSS and all the courses. The Students Council organises the Annual Gathering and other sports and cultural activities. Apart from this the president of the Student council is nominated as a member of the College Development Committee. Similarly students also have their representatives in the various Cells and Committees of the college like Women Cell, Students Grievance Redressal Cell and Anti-ragging Committee, NSS Cell, etc. The Annual Gathering is conceptualized and organised by the Students Council. The students work as a part of various committees and subcommittees formed to organize the Annual event. Here the students are made available the platform to hone their organisational, managerial and administrative skills. However during 2019-20 Students' Council was not formed as per State Government Directions.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The executive body of The Alumni Association of Arts Commerce College Warvat Bakal has 11 members as office bearers. Mr. Abhaysinghn Marode as President, Sau. Kalapan Ingle (Raut) as Vice President, Mr. Pankaj Tayade as Secretary, Mr. Siddharth Ingle as Joint Secretary, Mr. Panjabrao Thakare as Treasurer and the executive members are: Mr. Nilesh Ambuskar, Mr. Rahul Shirsole, Mr. Shyam Rothe, Ku. Savita Gomase, Mr. Gajanan Wayzode, Ku. Rupali Hage. The total number of alumni members registered with the association is 196. Every year the Alumni association Cell of the college takes the initiative for organizing Alumni meets. The meet is attended by large number of alumni. The Alumni association Cell plans and organises various guidance programs and interaction sessions addressed by the prominent alumni on the relevant issues. The annual alumni meet was held on 21/01/2020. 45 alumni from different faculties participated in the programme.

5.4.2 – No. of enrolled Alumni:

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

Activity 1) Meeting No. 1 Date: 16 August, 2019, Time : 3.00 pm. Activity 2)
Meeting No. 2 Date: 24 December, 2019, Time: 2.00 pm.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

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

The college promotes the culture of participative management. As a part of participative management, the teaching and non-teaching staff has input and influence over the decisions that affect the functioning of the institution. This is done through the committee meetings 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. Their observations, analysis, suggestions and recommendations in the executive decision-making process are actively sought. This makes the staff realize that their opinions count. The college has Staff Council, CDC, IQAC and various committees, which take decisions as per the suggestions of faculties to promote the culture of participative management. Annual review and feedback from stakeholders is taken for analysis and decision making. The two practices of decentralization and participative management that the Institute has undertaken are as below: 1. Reorganization of Internal Committees and Cells - The Staff Council, after having detailed discussion with teaching faculty and non-teaching staff, reconstituted the internal committees and cells in order to ensure efficient and effective functioning of the curricular, co-curricular, extracurricular and other developmental activities. Each committee and cell comprises of two to four members depending on the nature and extent of the work. The senior member heads the unit. The committees have been given their mandate and they in return come up with their objectives and working and monitoring mechanisms. The committees and cells are free to take decisions within the framework of their mechanism. At the end of the session, all the cells and committees submit their annual reports to the IQAC. 2. Constitution of College Development Committee (CDC) - College Development Committee (CDC) is the constitutional body that the college is required to set up under the state universities act. The composition of the committee ensures the participation of the important stakeholders. The CDC comprises the members from teachers, non-teaching staff, students, the society, academicians and the management. All the important policy decisions regarding the academic administration of the college are discussed and approved by the CDC. It also governs the financial management. It also approves major submissions to the Authorities, especially Government bodies, NAAC and University for properness and effectiveness of required information. In a way CDC ensures the decentralization of responsibilities and power and acts as role model for participative management.

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

Partial

6.2 – Strategy Development and Deployment

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

Strategy Type	Details
Admission of Students	<p>The details regarding the admission process, courses and seats available are published every year in the prospectus and on the college website.</p> <p>The college constitutes admission committee every year to facilitate admission process. Admissions are given on first come first served basis spot admissions are also given. As the number of applicants doesn't outnumber the number of available seats, all the applicants are given admission for the respective courses. Transparency is maintained by displaying the list of admitted students. The admission committee is fully vigilant and alert to the need for total transparency in the process.</p>
Industry Interaction / Collaboration	<p>IQAC promotes the Departments, Committees, Cells, Centres and other Units of the College to interact with industries through Tours and Visits.</p> <p>Interaction with Industries and educational hub is included in the syllabus, Departments follow it. IQAC through the Departments and Governing Committees manages collaborative activities with GOs and NGOs.</p>
Human Resource Management	<p>Faculty members, Non-Teaching staff and students are part and parcel of human resource. As far as the H.R.M. is concerned all these factors are assigned their particular jobs and they make it a point to discharge their duties in a responsible manner to the best of their capability. The management provides moral and material support and freedom to the staff for performing various activities of the institute. The staff members always give positive response to the initiatives taken by the management.</p> <p>The outstanding performance of the staff members is appreciated by the management. The faculty is provided adequate facilities such as infrastructure, library, study leave and duty leave.</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library: The library staff tries its best to ensure smooth and effective functioning as well as maintenance of the library. This includes proper upkeep of and subject wise arrangement of books for easy handling, preservation of books etc. Reprography</p>

as well as internet facility is available. Books, Journals, reference books are promptly made available to the students and staff. Separate accounts for the transaction by the staff members are maintained. Book Bank Scheme is ensured for advanced learners. Library Advisory Committee suggests improvements. ICT: The college encourages the staff to attend the ICT based refresher courses and grants leave for the same. The college provides the facilities like ICT Classrooms, LCD projector, printer, internet to the teachers for teaching and learning process. The institute provides internet and print facility for students to make their learning convenient. Infrastructure Instrumentation: Principal ensures adequate infrastructure. Ensures ICT Classrooms, e-facilities and journals. Ensures campus security.

Research and Development

IQAC encourages the 'Conference and Seminar Committee' to organize meetings and discusses topics which have got research potential. 'Conference and Seminar Committee' plans the working of the Committee, ensures participation of Faculty members in research activities like conference and journal publications. Committee maintains data of registered researchers, supervisors, research centers, details of MRPs, developmental research workshops undertaken, data related to publications in conferences and journals, awards received etc. The Committee also organizes qualitative research promotion programs for the staff members. The measures taken by the institution to facilitate smooth progress and implementation of research schemes/projects -

- Autonomy is given to the principal investigator.
- Institution releases the available resources timely.
- Adequate infrastructure and human resources is also provided.
- Institute supports in terms of technology and information needs.

Examination and Evaluation

The Examination Committee of college works as per the guidelines of University. The Committee maintains effective evaluation system through Academic calendar of all internal assessments at the beginning of

session. It has the freedom of managing time table to access the students through internal assessments like unit tests, assignments, class tests, projects, seminars, tours, etc. Committee ensures Continuous Internal Evaluation. It prepares examination related formats for record keeping and ensures analysis of University and internal results by the Departments. Grievances related to internal assessments are addressed by the Principal in consultation with the Examination Committee.

Teaching and Learning

Teaching is the main aspect of education system. As the institute emphasizes on quality, it selects the studious, hardworking, skilled and persons having highest educational qualifications as faculty members. The faculty members are encouraged to participate in Orientation Programmes and Refresher Courses to update and learn new teaching methods. The learners are provided library facility, classroom facility, curriculum, and proper academic exposure. They are continuously encouraged to take part in seminars, paper reading and discussion sessions. The Teaching Learning Process is documented in Academic Diary for the individual teachers. The Students' Feedback on teaching methodology of a teacher is analysed and used for rectification.

Curriculum Development

The college, being affiliated to Sant Gadge Baba Amravati University, adopts the curriculum designed by the parent University. The college prepares Academic Calendar in tune with that of University. The faculty members prepare their individual Teaching Plan and adhere to it. The Academic Diary is maintained by the teachers for effective and efficient implementation of curriculum. The faculty members, as and when required, interact with the members of University Statutory Bodies related to curriculum development. Promoting the faculty for the cause of curriculum development is routine practice of the College, for the purpose, no formal procedure is adopted.

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

E-governance area	Details
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<p>Planning and Development</p>	<p>The College through IQAC has adopted the policy of e-correspondence and information of its policies, decisions and notices for its staff and stakeholders. The IQAC uses Whats App group and email account for communication with the staff members. As an institutional strategy, it has been made mandatory for all the departments, committees and cells to submit their annual planning and reports only in soft formats through email attachments or in removable drives.</p>
<p>Administration</p>	<p>For efficient and effective administration, the college has procured College Automation Software (CAS). At the initial stage CAS has independent modules for administrative tasks like Admissions, scholarships, students' data, account and finance etc. The CAS ensures that number of papers used for printing and storing data and info is limited. Operational Modules: • CAS Office • CAS Payroll • CAS Admissions •CAS Account</p>
<p>Finance and Accounts</p>	<p>The College has a separate module for the tasks falling under finance and accounts. The reports regarding Receipt payment, Daybook, Ledger etc. are generated by the system. It is maintained by Head clerk who acts as an Accountant also. Head clerk is responsible for the preparation of draft accounts to be audited. After consultation of Principal, he submits draft account statements to Auditor appointed by the Management and gives necessary inputs to settle it in the proper manner.</p>
<p>Student Admission and Support</p>	<p>The admission procedure and other details are made available on the College website. The College has a module for the students' related services like admission entry, students' data, scholarships etc. Various reports on subjects, stream, caste, category, programs, and courses are generated by the system. Record of the admissions is maintained through College Automation Software.</p>
<p>Examination</p>	<p>The college has partially implemented e-governance in examination related activities. The question papers of semester end examination are made available by university on portal which</p>

is then downloaded. The Internal Marks of the students are uploaded online on university exam portal. The college has not adopted any Automation Software for exam related activities.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2020	Nil	Nil	Nil	Nil
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	Using ICT Tools in Academic and Admini strative Work	Using ICT Tools in Academic and Admini strative Work	09/07/2019	09/07/2019	8	8
View File						

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Two Days Webinar on Introduction to Research Designs - From Theory to Practice organized by Elphinstone College, Mumbai	1	29/04/2020	30/04/2020	2
National Webinar entitled Towards Excellence in	1	29/04/2020	29/04/2020	1

Higher Education in India in the 21st Century: Challenge and Opportunities organized by Guru Angad Dev Teaching Learning SGTB Khalsa College, University of Delhi				
Three days Basic Online RM Workshop organized by REST, Krishnagiri, Tamilnadu, India	1	28/04/2020	30/04/2020	3
One week e-Short Term Course on Common Microbial Diseases	1	27/04/2020	03/05/2020	7
ICT Tools For Effective Teaching Learning, One Week National Online FDP organized by School of Mathematical Sciences, Swami Ramanand Teerth Marathwada University, Nanded	2	27/04/2020	02/05/2020	6
NET-SET Online Workshop organized by Department of Chemistry, Karmveer Bhaurao Patil College, Vashi Navi Mumbai	2	25/04/2020	26/04/2020	2
Ministry of HRD Pandit Madan Mohan Malaviya National Mission on	2	20/04/2020	06/05/2020	17

Teachers and Teaching sponsored Two weeks FDP on Managing Online Classes and Co-Creating MOOCS				
UGC Sponsored Summer School	1	18/06/2019	08/07/2019	21
View File				

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
16	Nil	Nil	Nil

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
<p>1. Career Advancement benefits for those with higher qualifications like M.Phil., Ph.D. as per the UGC norms. 2. Medical reimbursement scheme as per the Government of Maharashtra norms. 3. Medical leave, Maternity Leave, Paternity Leave Duty Leave, On Duty Leave facilities as per the parent university rules. 4. GPF scheme for the employees appointed on or before 31 October 2005 and DCPS scheme for those employees appointed after 31 October 2005. 5. Loan Facility by Mahasiddha Urban Credit Society (Sister Institute)</p>	<p>1. College motivates nonteaching staff for pursuing computer courses. 2. Medical reimbursement scheme as per the Government of Maharashtra norms. 3. Medical leave, Maternity Leave, Duty Leave, On Duty Leave facilities as per the parent university rules. 4. Loan Facility by Mahasiddha Urban Credit Society (Sister Institute)</p>	<p>1. Student Book bank by Library 2. GOI Post Matric Scholarship 3. Students' Insurance Scheme</p>

6.4 – Financial Management and Resource Mobilization

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

Internal Audit: 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.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the

year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	0
View File		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	No	Nil
Administrative	No	Nil	No	Nil

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

NIL

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

NIL

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

1. Auditorium with seating capacity of 1500 is constructed. (2016-17) 2. The elective group of Computer Science and Physics is introduced. (2017-18) 3. New Library Building (2018-19) 4. Recruitment of qualified permanent teachers for Science and Commerce Programs (2019-20)

6.5.5 – Internal Quality Assurance System Details

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

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	IQAC Meetings	08/05/2019	08/05/2019	03/07/2020	12
2019	One Day Workshop for College Staff	09/06/2019	09/07/2019	09/07/2019	15
2020	Submission of AQAR 2018-19	27/02/2020	27/02/2020	27/02/2020	12

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Savitribai Phule Jayanti	03/01/2020	03/01/2020	76	43
Jijau Jayanti	12/01/2020	12/01/2020	88	48
World Women Day	08/03/2020	08/03/2020	109	51

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

Percentage of power requirement of the University met by the renewable energy sources

The institution has airy and spacious class rooms due to which there is hardly any need of artificial lights and fans. Energy efficient appliances are preferred while purchasing the appliances. While purchasing the new computers energy efficient screens are preferred. Smart use of lights: Lights are turned off when they are not in use. At the end of day all lighting, except that is required for security purposes, are turned off when buildings and facilities are not in use. Personal computers and printers are turned off when not in use. The college has a well as the main source of water in its campus. The waste water is deposited in the absorption pit close to the well. NCC and NSS students have dug a big pit in the campus that helps to save rain water during rainy season. A large open space is available in the campus so that all the rain water percolates in the earth to increase the water level. There is a prohibition on burning plastic in the college campus. Campus is made green by planting number of trees for carbon neutrality. The N.S.S. unit and college staff actively participates in the 'Tree Plantation Programs'.

7.1.3 – Differently abled (Divyangjan) friendliness

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

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address	Number of initiatives taken to	Date	Duration	Name of initiative	Issues addressed	Number of participating students
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	locational advantages and disadvantages	engage with and contribute to local community					and staff
2019	1	1	14/08/2019	1	EVM VVPT Awareness Training	Sanctity of EVM VVPT	53
View File							

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

Title	Date of publication	Follow up(max 100 words)
Code of Conduct for CDC	05/04/2019	Code of conduct was prepared by the CDC
Code of Conduct for Principal	01/05/2019	Code of conduct was prepared by the Staff Council
Code of Conduct for Teachers	01/05/2019	Code of conduct was prepared by the Staff Council
Code of Conduct for Students	01/05/2019	Code of conduct was prepared by the Staff Council

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Independence Day Celebration	15/08/2019	15/08/2019	260
Teachers' Day	05/09/2019	05/09/2019	420
Gandhi Jayanti	02/10/2019	02/10/2019	60
Dr. Babasaheb Ambedkar Mahaparinirvan Din	06/12/2019	06/12/2019	210
Sant Gadage Baba Death Anniversary	20/12/2019	20/12/2019	260
Savitribai Fule Jayanti	03/01/2020	03/01/2020	119
Rashtramata Jijau Jayanti	12/01/2020	12/01/2020	136
Chhatrapati Shivaji Maharaj Jaynti	19/02/2020	19/02/2020	60
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1. Waste Water Management
2. Solid Waste Management
3. Rainwater Harvesting
4. Minimum use of Electric Energy
5. Prohibition on Plastic Burning in campus
6. Reusing the waste printed papers

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1: Book Bank - 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 institution is located in Warvat Bakal which is a small village in Buldana District. The institution has been serving the educational needs of people living in Warvat Bakal and its adjoining areas, especially those who come from the weaker sections of the society. More than 90 of students belong to educationally backward classes and poor families with no proper guidance at home. As a part of social commitment, the Library of the college give aid in the form of books to the students who come from weaker section of the society in order to create the educational interest among them. Best Practice 2: College Magazine 'ZEP' - Every year in the month of January, our college publishes the college magazine 'ZEP'. The students, in the beginning of the session, are motivated to write something like articles, poems, stories of their own and submit it to the Teacher-in-charge of College Magazine. It is organised by the teachers and students of the college. Generally students of all classes are invited to contribute their worth as contributions to the magazine. The teacher-in-charge is assisted by capable students or a committee of students. The Editorial Board consists - Teacher-in-charge, Editor, Coeditor, Students' Representative (Boys) and Students' Representative (Girls). When contributions are made by students of different classes, the editorial board decides which articles are to be printed with additions and alterations. Generally the best articles are selected and corrected before being sent to the press for publication. The reports of the departments by respective teachers provide useful information to the stakeholders. The usefulness of magazine lies in the fact that it develops the habit of writing and entuses students to write original. It develops the originality of thinking in students. One cannot write something without a clear judgment, imagination and good knowledge of the thing.

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

<https://asccw.com/wp-content/uploads/2020/02/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

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

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 attempt 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.

Provide the weblink of the institution

<https://asccw.com/wp-content/uploads/2020/02/Distinctiveness.pdf>

8.Future Plans of Actions for Next Academic Year

- To construct new Laboratory Building
- To start new professional courses.
- To start certificate courses.
- To augment infrastructural facilities.
- To promote the wide spread use of online teaching learning and evaluation Platforms.
- To explore the possibilities for signing MoUs.
- To promote ecologically sustainable green practices like ban on the use of plastic on campus.