



SELF STUDY REPORT

FOR

1st CYCLE OF ACCREDITATION

JIJAMATA ARTS COLLEGE

AGRICULTURE COLLEGE CAMPUS ARNI ROAD , DARWHA TQ.DARWHA

DIST-YAVATMAL

445202

www.jkmvd.org

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NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

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1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Jijamata Arts College, Darwaha was established in 6th September 2001. It was started by Navsanjivan Shikshan Prasarak Mandal, (NSPM) Darwaha. The founder members of this institution, being from farmers family and a social worker, a prominent politician, wanted to do something for the society. They were aiming to provide higher education to the students in the surrounding area mainly economically backwards especially the wards of agricultural labours and the farmers who otherwise would have been deprived of the opportunity of getting higher education, and also to the rural, destitute, deprived and downtrodden sections of the society . Keeping this in view they put their efforts in the right direction, and they succeeded in their mission. The college has been rendering valuable service in the field of education to the students not only the town of Darwaha but also many villages around it for the last 19 years. All the institutions which were started by the **NSPM** seeks to fulfil the goal of providing higher education to students belonging to the socially and the economically backward classes of the society.

The main objective of our institution is to uplift and encourage the poor and downtrodden students. The blessings bestowed by Smt. Sumitrabi Thakare and the devotion, determination and the perseverance shown in completing the goals by the Founder President of the **NSPM** have culminated in the establishment of this College. Along with the President of the Society and the Administrative Officer take stern effort to achieve the desired goal laid by the management.

The college started initially with Arts faculty. The institution is affiliated to Sant Gadge Baba Amravati University Amravati MS. The college recently gained the status of 2 F 12 B by UGC in Dec 2019. The college started initially with Arts faculty. It has competent teacher staff, well equipped library, computer lab, spacious classrooms, ICT teaching, Seminar Hall, green campus area, vast playgrounds etc.

Vision

Vision of the college is to enhance the qualities and skills in the students especially in rural and tribal areas. To equip the students with better knowledge for all round development. To make them capable to face the new challenges of new era confidently. To make them capable to touch the new horizons of knowledge and employment for their better future, well as to emerge responsible citizen for the service of community.

Mission

The Institution is committed to involve the down trodden classes of society, that live in remote mofussial areas is to the stream of National Education, with the lofty aim of moulding these young men and

women into the strong personalities and responsible citizen of the nation for the nation.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

- Reputed and a model institution for promoting the education and empowerment for rural girls students.
- Institution is reached to the poorest section of the society.
- Excellent student-teacher relationship.
- All faculties are appointed, Qualified, experienced, and dedicated.
- Extension activities to help rural village people by NSS.
- Free access of internet lab with Wi-Fi connectivity.
- Feedback mechanism benefits the institution for development.
- Safe and purified water.
- Participatory transparency in academic performance
- Discipline in the campus.
- Minimum fee structure and concession for economically poor students.
- Student-centric teaching.
- Increase in student strength over the years.
- More achievements in extracurricular activities, NSS, cultural events.
- Regular Moral Education lesson.
- Ethically and morally enriched students.
- Participatory and democratic system of functioning.
- Publication of Annual Magazine.
- Gender sensitization and environment awareness activities undertaken on regular basis.

Institutional Weakness

- Limited research activities.
- International collaboration is not up to the mark.
- Being located in rural area activities has seasonal impact.
- Shortage of teaching and non-teaching staff.
- Lack in consultancy service.
- Students from rural area, so lack of communication skills.
- Lack of Major and Minor projects.
- Limited number of courses offered.
- Drop-out rate.
- Lack of PG department.
- Separate library building is not available.
- Sports achievements are not remarkable.

Institutional Opportunity

- Creative atmosphere of competitive examination is at rise.
- To introduce PG courses in future.

- To decrease dropout rate.
- To increase results.
- To build separate library building with financial assistance of UGC.
- Introduction of New courses as COP and Vocational courses for Skill Development.
- Project based academic activities.
- Sports involvement leads to opportunity in competitive examination.
- Being located in group of academic Institutions has opportunities to get interact with multifarious streams.
- Humanistic approach of dedicated staff.
- Research funds and incentives for publication of articles.
- Self-assistance employment through entrepreneurial cell and club activities.
- Additional Department certificate courses.
- To invite guest lecturers for seminars, workshops, etc.
- To enhance the academic performance through IQAC.
- Academic flexibility in curriculum.
- Add-on and value-based courses.

Institutional Challenge

- Progression towards Higher Education Less employability through the courses like B.A.
- Digitization of the college library e-governance implementation.
- No financial contribution from alumni.
- Activities in cooperation with various social and cultural organization.
- Due to absence of non-salary grants, lack of fund for carrying out the student welfare schemes.
- To provide placement at the campus.
- For introducing new courses and virtual classrooms, financial assistance is main challenge.
- To decrease drop-out rate.
- To improve the college results.
- To improve language skills.
- To motivate the students to improve technical exposure and communication skills.
- To receive funds for Major and Minor projects from UGC and other funding agency.
- Payment of tuition fee in time since the students are from under privileged sector/poor community.
- To generate remunerative consultancy services Staff and students exchange program in other institutes and consequently face the competition.
- Filling up of the vacant posts on priority basis.
- Efforts to change the mindset of tribal, backward, and conservative parents.
- Increasing financial resource base.
- Improvement of ICT competencies among rural based students.
- Automation of administrative work.
- Organization of self-defense training programs for students.
- To add significantly to infrastructure and to the basket of courses, the institute offers.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Jijamata Arts College is situated in rural remote area. To meet the need of higher education of this rural area the college was established in 2001. The college offers three years integrated course in B.A. In B.A. the students have choice to select subjects from five optional subjects.

The college has clearly stated its vision mission and objectives and they are communicated to all stakeholders through board displays, college prospectus and institutional website. The institution carries out the action plan by designing academic calendar, timetable, teaching plan, internal examinations by adopting learner centric teaching methods. The college follows the syllabus of parent University, Sant Gadge Baba Amravati University Amravati and there is no scope to make any changes in the curriculum. Teaching and learning are consistent with the mission and objectives of the institution. The college has a feedback mechanism on curriculum, infrastructure and teachers.

Nearby more than fifty percent (50%) student of the Institution are from the Scheduled castes and the Scheduled Tribes. Percentage of the girl's student in our institution is nearby ninety nine percent (99%). This leads to the empowerment of the girls in the contemporary scenario.

Teaching-learning and Evaluation

The college has a transparent admission process and students are selected on the principal of first come first serve basis. The college publishes its prospectus annually and it provides adequate information regarding admission procedures, available courses, fee structure and other information relevant to the student's needs. The Institution regularly updates its website to provide current information to all the stakeholders. The IQAC prepares the academic calendar which comprises all the curricular, co-curricular and extra-curricular activities. All the teachers prepare teaching plan well in advance at the beginning of the session. Classroom lectures are supplemented by at first orientations and then group discussion, seminars, presentation, question answer sessions, participative learning, experimental learning, tutorials in English practical etc. Periodic tests are organized as a part of internal evaluation. Extra classes are engaged for the slow learners, assignment and project are allotted to the advance learners. Tools like ICT, what's app, Facebook, You Tube etc. are effectively being used in teaching learning process through Wi-Fi facility provided by the college.

The teachers are appointed by the university's Selection Committee in accordance with the norms led by UGC and The Government of Maharashtra. Teaching faculties are relieved from college to participate in the orientation, refresher courses, seminars, conferences and workshop to update and develop their skills. There is Self-appraisal form for teachers that evaluate their performance during the academic year.

Research, Innovations and Extension

The college has research committee to plan the research facilities for the teachers and students. The committee motivates teachers and students to be engaged in research activities. The total faculty strength is 7. Out of them three teachers have been awarded Ph. D degrees, three teachers have been awarded M. Phil degrees and three teachers are engaged in doing their Ph. D work in their respective subjects. Faculties have published their research papers in the International, National and State level conferences.

NSS units of our college is active and competent enough to conduct various extension activities in the college as well as in the surrounding villages of the college. The college and the NSS department arrange programmes like as AIDS Awareness, Environmental Awareness, Pollution Free India, Tree Planation, Female

Feticide awareness, Gender Equality, Women Empowerment, Population Awareness, Gram Swachata Abhiyan, Plastic Eradication, Health and Yoga, Health Awareness Camp, Pulse Polio etc.

Infrastructure and Learning Resources

The institution has campus near about five acres' land and its built-up area is 1313.33.Sq. Meters. There are 15 spacious rooms and various sections are situated in it which includes administration office , principal cabin, staff room, seminar hall, class rooms, library , reading room, home-economics lab, etc. our college office well-furnished and computerized with automation software, having ICT tools. The functioning of office is student centric. The staff room & library with all facilities like basic furniture, internet facility along with CCTV. The location of office, Principal cabin and staff room is very convenient for students to approach. The college provides free Wi-Fi connectivity to the students and staff.

The sport department has outdoor games like as volleyball, basketball, kabaddi, and indoor games like chess, carom and separate cabins for the Physical Director, NSS unit and departments. Similarly, eco-friendly atmosphere, safe drinking water facility, water harvesting, the garden in the campus and a spacious playground. The college ground is made available for the people of neighbouring locality.

Library is well furnished and computerised with Cloud Base Library Software. Library is enriched and day by day growing with study materials. The college library has various collections of reference books, textbooks, research journals and newspapers. Free network resource centre useful for teachers and students. At present library has 3728 books. Fully open Access Library with Mobile base OPAC.

Maintenance of the college is done through the allocated budget. The demands of all the staff members are taken into consideration and it is prepared in the first month of the April. Planning of the budget is done according to the demand. Every year the budget for the library is prepared and demand of the books is fulfilled according to need.

Student Support and Progression

Our college has a well-structured mechanism regarding student support and welfare. College has student grievance redresser cell, student council, career counselling cell, student welfare cell, women cell, anti-ragging committee etc., in action to support the students' needs.

Out of the total enrolment near about 90% student are scholarship holders and they get benefit from various scholarship like as GOI, EBC concession, Free ship, PTC, Merit Scholarship, freedom fighter's wards scholarship etc.

The college has a mechanism to identify the slow and advance learners. Internet connectivity through Wi-Fi facility is made available to the students to upkeep their knowledge with the current scenario Students Support and Progression is an important regarding the direct benefit of the real stakeholders. Financial assistance is given by the college to solve the economic hurdles of the students. It includes various scholarships and free ships. Students are supported with various prizes in various competitions Training is given to the students to enhance the English communication skills by certificate course like Soft Skill Communication. Passed out students are seeking in various service sectors including self-employment and are guided for the further career and academic progression. Attempts are made for the holistic development of the

students. College conduct sports activities throughout the academic year. The result of the sports performance leads to the entry of the students in the Sports Team of Sant Gadge Baba Amravati University Amravati. Pass out students register themselves as Alumni of the college in the last Five Years. Every years Students Council contributed in the academic and administrative responsibilities. All basics facilities are given including safety of the students Grievances are getting solved through the Students Council with the help of the concern teacher. Anti-Ragging committee puts control on the practice in the premises as per the UGC, State Government and Sant Gadge Baba Amravati University Amravati guidelines.

Governance, Leadership and Management

The college has well defined vision, mission and objectives. The Management of the college is apex body and the Principal plays vital role between the Management and teaching and non-teaching staff. The coordination and monitoring mechanism are controlled by a large number of committees of teachers, which look after various function of administration. The college has formed various committees like CDC, IQAC, Staff Council and Student Council etc. for the smooth functioning, effective implementation and improvement of policies and plans. The students are also the members of various committees. The Principal directly deals with the redresses of grievances of both the teaching and non-teaching staff. Students have an easy access to teachers and to the Principal for redressing of their day to day problems. A suggestion box is there for obtaining opinions of the college community. And college also has a complaint box.

The institution is very much concerned about the professional development of teaching and nonteaching staff. It allows and motivates its staff for attending the refresher, orientation and short-term courses. Various welfare measures are offered to students such as Medical check-up and insurance. The accounts of the college are well maintained and audited regularly by Chartered accountant.

The college established the IQAC in April 2019 for effective implementation of plan and strategies and to improve quality culture in academic activities. IQAC monitors the teaching learning process and motivates the departments to conduct various activities.

Institutional Values and Best Practices

College has balanced number of staff for the qualitative improvement of the Institution. The College strives its utmost to achieve its goals and objectives. It is for this reason that the institution combines curricula activity with extra- curricular activity. The College has always instilled community orientation in the students. We have women grievance committee, Sexual harassment committee to curb over the gender discrimination. Through the NSS, Cultural department college initiates the social awareness activities. Stress is always given on women empowerment and environment consciousness. College has installed CCTV cameras for the safety of the women. Attempts are made to keep the premises clean and green. Every year tree plantation helps to keep the pace with the greenery of the campus. World Water Day, Environment Day, Ozone Day , Voter's Day are observed every year. Assistance is given to the disabled students. Code of Conduct for the Students, Teacher, and the other Stakeholders is prepared by the college. To inculcate human ethics and values various Days are observed by the institution. Human Rights Day, Gandhi Jayanti, Literacy Day, Constitution Day and National Festivals are celebrated in the college. On every Wednesday Moral Education Lesson is delivered to the student. In order to create the research aptitude among the students, Students Research Projects are prepared

and presented in Avishkar.

NAAC

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	JIJAMATA ARTS COLLEGE
Address	Agriculture College Campus Arni Road , Darwaha Tq.Darwaha Dist-Yavatmal
City	Darwaha Dist Yavatmal
State	Maharashtra
Pin	445202
Website	www.jkmvd.org

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	A.P.Jadhao	07238-255862	9518593041	-	jkmvd@rediffmail.com
IQAC / CIQA coordinator	Pritee D.Thakare	07238-255808	9921994701	-	ragini.thakare@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Day

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	
Date of establishment of the college	06-09-2001

University to which the college is affiliated/ or which governs the college (if it is a constituent college)

State	University name	Document
Maharashtra	Sant Gadge Baba Amravati University	View Document

Details of UGC recognition

Under Section	Date	View Document
2f of UGC	29-11-2019	View Document
12B of UGC		

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)

Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

Details of autonomy

Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No
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Recognitions

Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Agriculture College Campus Arni Road , Darwaha Tq.Darwaha Dist-Yavatmal	Urban	5	1313.33

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BA,English	36	HSC	English	360	279
UG	BA,Sociology	36	HSC	Marathi	360	225
UG	BA,History	36	HSC	Marathi	360	226
UG	BA,Marathi And Marathi Literature	36	HSC	Marathi	450	362
UG	BA,Political Science	36	HSC	Marathi	360	183
UG	BA,Home Economics	36	HSC	Marathi	360	118

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				9			
Recruited	0	0	0	0	0	0	0	0	5	2	1	8
Yet to Recruit	0				0				1			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	6	1	0	7
Yet to Recruit				1
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Technical Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	1	0	0	1	1	0	3
M.Phil.	0	0	0	0	0	0	2	1	0	3
PG	0	0	0	0	0	0	5	2	0	7

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Part Time Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt.	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

Details of Visting/Guest Faculties					
Number of Visiting/Guest Faculty engaged with the college?	Male		Female		Total
	0	0	0	0	0

Provide the Following Details of Students Enrolled in the College During the Current Academic Year

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
		UG	Male	0	0	0
	Female	279	0	0	0	279
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years

Programme		Year 1	Year 2	Year 3	Year 4
SC	Male	0	0	0	0
	Female	32	32	29	32
	Others	0	0	0	0
ST	Male	0	0	0	0
	Female	27	37	36	45
	Others	0	0	0	0
OBC	Male	0	0	0	0
	Female	88	102	110	110
	Others	0	0	0	0
General	Male	0	0	0	0
	Female	11	9	9	4
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	81	92	102	108
	Others	0	0	0	0
Total		239	272	286	299

3. Extended Profile

3.1 Program

Number of courses offered by the Institution across all programs during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
07	07	07	07	07
File Description			Document	
Institutional data in prescribed format			View Document	

Number of programs offered year-wise for last five years?

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	01	01	01

3.2 Students

Number of students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
299	286	272	239	219
File Description			Document	
Institutional data in prescribed format			View Document	

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
241	136	166	193	174
File Description			Document	
Institutional data in prescribed format			View Document	

Number of outgoing / final year students year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
53	41	35	11	42
File Description		Document		
Institutional data in prescribed format		View Document		

3.3 Teachers

Number of full time teachers year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
08	08	08	07	07
File Description		Document		
Institutional data in prescribed format		View Document		

Number of sanctioned posts year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
09	09	09	09	09
File Description		Document		
Institutional data in prescribed format		View Document		

3.4 Institution

Total number of classrooms and seminar halls

Response: 4

Total Expenditure excluding salary year-wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
196964	107228	108886	127800	87645

Number of Computers

Response: 12

Total number of computers in the campus for academic purpose

Response: 12

NAAC

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

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

Response:

For effective curriculum delivery institution follows following aspects.

Regular Lectures – In the beginning of the year Time table is allotted to every faculty member and regular lectures are conducted according to the given schedule. Effectiveness of the lectures is maintained through the regularity. Authenticity is maintained by the vigilance of the Principal.

Teaching Plan – University provides the distribution of workload to the affiliated faculties. According to teaching plan teacher plans his / her syllabus, his workload, internal academic and extension activities, internal assessment, field work and laboratory work. Teachers use innovative methods of teaching for effective implementation of curriculum.

Academic Calendar - College in tune with the University schedule, prepares institutional Academic Calendar. It highlights on the Academic and extension activities. Teacher follows the academic calendar.

Prospectus – College publishes its institutional prospectus. It describes entire information related to the course to be conducted in the institution.

Class Seminars - Teacher conducts classroom seminar related to the topic. It helps to empower the knowledge and courage of the student.

Group Discussion – Teacher make the group of the student and describe the separate topic to the group. It helps to flash light on the contains of the course. It assists to enhance the individual knowledge of the subject.

Feedback Form – Through the Feedback forms which college collect at the end of the academic year. It helps to enhance the up gradation of the academic facilities required for the teaching and learning facilities. Educational Environmental Tour - College conducts academic environmental tour. Through this student come to know about the variety of the field knowledge they can relate to the academic contains .

Students Research Projects – every year our student represents Avishkar through which students present their research projects.

Transforming effective Curriculum through use of ICT - Internet facility enable students to make use of ICT in their learning process. We use computer aided learning for teaching–learning methodologies, to foster students’ interest in studies.

File Description	Document
Upload Additional information	View Document

1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

Response:

The Institution meticulously develops action plans for effective implementation of the curriculum. The academic calendar issued by the affiliating University and the calendar prepared by our Institution both are the outline for the development of the Institution level action plan. The Institution level action plan is developed and deployed as under: At the beginning of each session, the Managing Committee of the Institute conduct meetings with Principal and the staff members of various departments to develop various strategies for effective implementation of the curriculum. Teachers are encouraged to impart the curriculum through innovative teaching methods such as presentations, unit tests, assignments, discussions, workshops, seminars, field visits, internet and technology enabled education apart from regular/traditional teaching methods. Thereafter, in the college council meeting, the institute plans its semester/annual academic schedule which clearly mentions the topics to be taught and number of working days allocated to respective modules and the extent of syllabus to be tested in various internal examinations. Subsequently, the staff members of various teaching departments conduct their internal meetings and develop specific teaching plan for the ongoing session.. Though the curriculum is designed and revised by the affiliating University for effective curriculum delivery, we give importance to academic improvement and at the same time give sufficient importance to the overall development of students by encouraging them to work with various bodies of the institute such as student council, NSS, and departmental study forum.

Besides the chalk and talk method, the institute has taken many initiatives for effective curriculum delivery with the help of ICT enabled teaching learning process. The Departments organize special lectures by inviting experts from various fields to share their knowledge with the students. Students are also taken out for educational tours and field visits to provide them hands-on experience on their related subjects. Furthermore, for effective curriculum delivery, the institute has got the provision of special / remedial classes for slow and Advance learners.

Specifically, the institution takes up the following steps for effective curriculum delivery: Time table is prepared and communicated to the faculty well in advance and to then students at the beginning of each semester/session. Each faculty maintains a course file for each semester/session containing details of time-table, Syllabi, student's seminars and assignments, internal exams, remedial coaching. Principal of the institute seeks report on the progress of syllabus completion from the Heads of the departments from time to time Work loads of faculty on leave are adjusted by other faculty members of the department. Internal exams and common test and unit test exams are conducted regularly. Feed back is obtained from the students on the curriculum delivery and infrastructure.

File Description	Document
Upload Additional information	View Document

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 last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: C. Any 2 of the above

File Description	Document
Institutional data in prescribed format	View Document
Details of participation of teachers in various bodies/activities provided as a response to the metric	View Document

1.2 Academic Flexibility

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

Response: 0

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

File Description	Document
Institutional data in prescribed format	View Document

1.2.2 Number of Add on /Certificate programs offered during the last five years

Response: 4

1.2.2.1 How many Add on /Certificate programs are added within the last 5 years.

2018-19	2017-18	2016-17	2015-16	2014-15
02	01	01	0	0

File Description	Document
Institutional data in prescribed format	View Document
Brochure or any other document relating to Add on /Certificate programs	View Document

1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years

Response: 8.32

1.2.3.1 Number of students enrolled in value added courses (beyond the curriculum) offered year-wise during last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
60	30	30	0	0

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	View Document

1.3 Curriculum Enrichment

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

Response:

For effective curriculum delivery institution follows following aspects:

The Environment Studies is the compulsory subject for the students of the Second Year B. A In this programme B.A., has various subjects which has cross cutting issues like Gender, Environment Awareness and Sustainability, Human Values and Professional Ethics. Also, when we go through the ancient Indian history, we find out that society was divided on varna system. This varna system was established by Brahmin priests by composing the religious books like Vedas and Upanishads. Brahmin kshatriyas Vaishyas and shudras. The four classes were not to be equal to one another in the matter of rights and privileges. Buddha convinced peoples that how the chaturvarna system was on inequality and justice, and

how shudras and women one degraded form their natural and human right and privileges. Buddha established the society on justice, equality, fraternity and liberty by doing thoughts revaluation in society. Vapassana keep the man away from the sorrowful life. No doubt Gouttam Buddha proved the vipassana is the path that we reach our peaceful life destiny. Main cause of imbalance of environment is degradation of natural resources i.e. Plant like, ozone layer, oxygen quantity and proper ratios of other gases which helps to keep environmental balance Political Science and Sociology also deals with the human values and environmental ethics. The syllabus of languages addresses the Gender, Human values, Environment and sustainability content.

The education in the institution is co-education. Hence there is no discrimination in gender. Institution arranges the lectures on female foeticide, physical and psychological harassment at workplace, disadvantages of early marriages and poster presentation on gender equality. The political science department of the institution arranges the lecture on human rights for students. The student of our institute working as a volunteer in the programmes organized by social organization, health and community as well as NSS department and through extension activities to spread the message regarding to cross cutting issues.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	View Document

1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

Response: 14.29

1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	01	01	01

File Description	Document
Programme / Curriculum/ Syllabus of the courses	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year

Response: 33.44

1.3.3.1 Number of students undertaking project work/field work / internships

Response: 100

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

1.4 Feedback System

1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: A. All of the above

File Description	Document
Any additional information (Upload)	View Document

1.4.2 Feedback process of the Institution may be classified as follows: Options:

1. Feedback collected, analysed and action taken and feedback available on website

2. Feedback collected, analysed and action has been taken

3. Feedback collected and analysed

4. Feedback collected

5. Feedback not collected

E. Feedback not collected

D. Feedback collected

C. Feedback collected and analysed

B. Feedback collected, analysed and action has been taken

Response: C. Feedback collected and analysed

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1 Average Enrolment percentage (Average of last five years)

Response: 73.06

2.1.1.1 Number of students admitted year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
299	286	272	239	219

2.1.1.2 Number of sanctioned seats year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
360	360	360	360	360

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.1.2 Average percentage of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy) during the last five years (exclusive of supernumerary seats)

Response: 92.95

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
187	175	171	147	138

File Description

Institutional data in prescribed format

Document

[View Document](#)

2.2 Catering to Student Diversity

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

Response:

As it is stated our institution is situated in rural, tribal undeveloped area, the students from the disadvantaged section of society, economically weaker sections etc. are admitted in the college. The admission committee took review and information regarding the existed skills, interest in extra-curricular activities of the student at the time of welcome function. Counselling and orientation are done by the admission committee. Our admission committee gives detail information about the student which helps faculty members for making an analytical study about them. In the beginning of academic session, the advanced learners are detected by the teachers during their lectures in class room by means of getting feedback from the students orally and sometimes in writing. Students are subjected to various methods of evaluation like different class tests, single answers, vocal responses, sample individuals' responses, classroom discussion, question and answer method, participation of the student in the regular classroom activities and written test after each unit of syllabus or course. According to the performance of students, they are categorized as slow and advanced learners. These students who do not seem to come up with the pace of learning are advised and counselled by the teachers by assisting them required study material. They are specially advised and counselled so as to help them improve themselves.

The college has taken initiatives to improve the slow and advanced learners in all manners and motivate them for an innovative and creative mind set. Special attention is provided to the slow learners. The teachers take extra pain in helping them with an additional and personal interest. The respective faculty members provide study materials like notes, prescribed books, question bank, library materials class tests, assignments and quiz are organized for enhancing their knowledge in the respective subject. University question papers along with their solutions are discussed and solved during the lectures.

Extra classes are conducted for the students to tackle difficulties in various subjects like languages and other similar subjects. For example, as it is stated most of the students are coming from vernacular medium, faculty from department of English sometimes employs bilingual approach to make the students to overcome their hesitancy towards English. Slow learner is supported in the best possible manner to revitalize their potential for success.

The advanced learners encouraged to take part in active items such as quizzes, essay writing, debates and other competitions etc. (Internet facilities are made available to students.) The creative abilities of students are given vent through wall papers college magazines. The students are motivated to visit relevant study tour. On this basis, they are advised to submit the projects on the such visits study tours. Such visits and study tours are growing the level of critical thinking of advanced learners.

File Description	Document
Upload any additional information	View Document

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

Response: 37.38

File Description	Document
Any additional information	View Document

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

Response:

The institute aims to help students to reach their potential through the provision of a supportive, participative, vibrant and challenging learning environment. All students are valued equally during their learning journey with institute. Accordingly, the curriculum, teaching and learning and assessment at college are student-centric. The faculty members are little bit aware about the educational background of students enrolled in the institution. Student centric method of teaching is the most authentic and convincing pedagogy followed by all the faculties of the institution. The institution takes several measures to help students to make empower and enable to flourish in their syllabus, which leads to improve their general academic knowledge and skills. The traditional methods of teaching are made advanced and interactive by the student participation in the class room activities. In addition to this, participative and experiential learning is employed to achieve the learning outcomes. To foster the academic performance of student in the class room, group discussion, interaction, assignment, project work, viva-voce and seminars etc. are being implemented. Similarly, students are also motivated to use their own innovative ideas and viewpoints with the guidance of the teacher for preparation of wallpaper, models, charts, posters etc. supports them to understand topic which is not well understood in the class room and concrete their knowledge/concept. Faculty members allotted the topic and suggest making a presentation on that topic to their peers which will motivate the students to cultivate independent and collaborative learning. Some of the faculty members are used methods of case studies and problem solving to promote the thinking capacity and analysing quality of students. Study tours/historical visits excursions are arranged for the first-hand knowledge to students. To clarify the doubts and acquire current knowledge, concepts and happenings in their related subject, students are encouraged to attend seminars, conferences, intercollegiate competitions, which accelerate academic excellence and critical thinking of the students.

To ensure benefits of the books present in institutional central library and fulfil the need of current generation of students, our college is ornamented with library, with journals, magazines and books etc. (students, who are very much interested in e-learning, free access of internet is made available to familiarize themselves with ICT learning.)

The facility of skills enhancement courses is availed to the students who are interested to empower themselves for the employment in job market. To develop the leadership qualities and team-oriented work, students are assigned a small task-based responsibility like organizing food fest/cultural fest, sports events during sport week or any functions within the campus. Contents beyond the syllabus are also formally and informally taught to the students. The college has formulated academic committees that aim at enhancing the quality of learning, teaching and assessment across the institute by providing academic culture for the continued development of excellence in academic practice.

2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.**Response:**

In today's contemporary era the IT facilities became essential part and parcel of the academics. Most of the departments use modern teaching aids. All the teacher is well trained in ICT. The college provides the facilities like LCD projector, CD, DVD, printer, internet to the teachers for teaching and learning process. The institution encourages the teachers to develop CDs and Power point presentations on the academic curriculum. The institution provides Wi-Fi facility to the staff and students. The college encourages the staff to attend the ICT-based refresher courses and grants leave for the same. College have compilation of CDs in the library and syllabus of the university also requires the assistance of the global network. Well-equipped computer lab (Network Resource Centre) is established for the benefit of students/teachers to enhance the technical skill. The teachers also use ICT tools for their research purposes.

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

Response: 42.71

2.3.3.1 Number of mentors

Response: 7

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	View Document
Mentor/mentee ratio	View Document
Circulars pertaining to assigning mentors to mentees	View Document

2.4 Teacher Profile and Quality**2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years**

Response: 84.44

File Description	Document
List of the faculty members authenticated by the Head of HEI	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality /

D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**Response:** 28.21**2.4.2.1 Number of full time teachers with *Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt.* year wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
04	03	02	01	01

File Description**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)****Response:** 10.63**2.4.3.1 Total experience of full-time teachers**

Response: 85

File Description**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)**2.5 Evaluation Process and Reforms****2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

Internal assessment is an integral process, which enable students to demonstrate the skills and knowledge for maintaining the workforce and capabilities. The institution has well set mechanism of internal assessment for all courses and subject as per the directives/guidelines of Parent University. Internal assessment is conducted throughout the semester/session. Faculty members inform the students about the various components in the assessment process during the semester. Assignments include a variety of activities like classroom seminars conducted by the students on each relevant topic allotted to them in groups or as individuals, PPT presentations/ writing on particular topic of subjects, practical subjects, writing assignments on theoretical subjects for all courses, poster/ charts making. It helps to explore the creative sides of the students and supports them to combine art with ability to convey important aspects of

the topic. Group discussions are employed to improve the self-potential while assigned group work develops cooperative quality and promotes to exchange the knowledge. Allotment of marks is according to the performance of students. After each test, marks are displayed to students by sheets. Students can contact respective subject teachers in case of any discrepancy in the marks if found to be wrongly valued, it shall be redressed immediately. To bring variety in the internal assessment, topics of seminar/ project work, assignments activities are updated every year. College makes it very compulsory to attend internal assessment and viva-voce examination of the university. After completion of internal assessment/viva-voce /practical exams, the results are constantly monitored by the class teacher/subject teacher to make sure consistent performance of the students. Attendance and assignments are also considered. To ensure transparency, students are asked to write the tests in assignments book. Assignments book are valued, whether they have rightly answered the questions and returned to the students. The relevant subject teachers counsel the slow learner/ poor performer to achieve good results in next examinations.

To maintain the transparency, variety and rigorousness in the implementation of this robust CIE process, institute has succeeded in achieving active participation of students in various multi-faceted activities. Positive feedbacks are received about the internal assessment practices from its stakeholders.

In spite of all the above aspect of the students are judged from their behavioural aspect, independent learning and communication skills and other hidden talents etc. are also taken in to consideration during the assessing of a student.

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

Response:

The student has free access to the subject teacher. The students having grievances regarding evaluation process or every doubt is made clear by showing his performance in the answer sheets. The college has implemented effective and active mechanism for the redressal of grievances of the students regarding the internal assessment. The mechanism is transparent, time-bound and efficient. The students have free accesses to approach the concerned subject teachers. Once the internal assessment marks are released, they can have right to get them clarify, why the marks have been lower status. The college conducts unit tests and first internal test examination along with the internal assessments before the end of every semester. The students are given the valued answer scripts and the grievances with regard to under valuation are rectified immediately by the subject teacher. They are evaluated after every exam and written/ theoretical assignments and answer scripts are returned to the students for verification. The internal marks are recorded in a format as per the norms of the university and college. As per the university norms, the final marks obtained in internal / unit test and test examination are displayed to students by sheet. From this, students can guess their learning level and get an idea to adopt sincerity in their further studies to perform better in the final examination. The subject teacher maintains the record of internal/unit test and test examination marks for each class with attendance and such other details. The marking system of internal assessment and other exam-oriented activities is collaborating with attendance, so it is expected that student should maintain the ratio strongly. It is expected that students should take part in all the internal assessments and other exam-oriented activities to gain minimum marks as per the criteria of university. If the claimant student is not satisfied by the subject teacher in case of grievance, the matter is taken to the HOD/examination committee and then to the Principal for final decision. The students are free to give

suggestions or to put their grievance in written or orally to the HOD/examination committee. With regard to university examination there is a mechanism adopted by the University for redressal of grievances within 15 days of the announcement of university results. In case, the evaluation is found to be defective, the students are legally eligible under the university rules for the reevaluation. Students can apply for re-evaluation/ re-totalling, after the announcement of the results along with a fee. SGB Amravati University made arrangement for issuing photocopies of their answer scripts to the students after application submitted by the claimant. The corrected statement of marks can also be made available by university as per the norms. The college has active role in continuous evaluation which ensures student involvement and progress in all the examination-oriented activities. So that the students can pass out and bring a pride and honour to the institution.

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.

Response:

The institution has well natured process for student learning outcomes, which are assessed through attainment of course outcomes and program outcomes. From this the institute aims to help students to reach their potential through the provision of a supportive, vibrant and challenging learning environment. All the staff is involved in the construction of this learning environment. All students are valued equally during their learning journey with institute. The academic calendar is released by the affiliating University and is to be followed in totality by our college. The same academic calendar is published in the college prospectus and college website before the beginning of the session of every academic year. It provides plan for the academic year to students, teachers. Each department functions according to the teaching plan prepared at the department level. The unit wise or course wise syllabus is discussed with the faculty of the department. Accordingly, the curriculum, teaching, learning and assessment at college are student-centric. The college has a set mechanism to monitor the student learning outcomes. In this context, unit test, assignments, internal common test, practical examinations, seminars, presentation by students. The class tests and assignments are valued within short duration and marks recorded which acts as a ready reckoner for academic progress of the students. Attendance is compulsorily taken by faculty. The student participation in the class and the marks scored in, assignments, seminar Group discussion helps to judge the students by the staff members. Slow learners are identified and counseling programme are arranged for them. The faculty follows instructions regarding teaching learning process so that the institutional objectives to be achieved. Institution has specified procedure to collect and analyze data on student learning outcome; the Departmental meetings are conducted to analyze the collected feedback from students regarding the teaching and the orientation towards attainment of course outcomes. The deviations indicated by the students are conveyed properly to the respective faculty for corrections and improvement. At the end of the session, the head of the institution make sure the attainment of the course/programs etc. The alumni's meeting is taken once or twice in year during alumni meet. This meeting aims to gain knowledge about their skill level, Honors and award received, current job position, skill updating, experience gained, career track, promotion obtained future scopes and valuable suggestion for regular students. The experiences shared by the alumni are utilized for the improvement and enhancement in student's performance and learning outcomes, which can reflect the creative image of institution in society and to feel proud for its stake holders. Besides this, we communicate the PO'S CO'S

and PSO'S to stakeholders, parents, alumni through website and prospectus of the college.

File Description	Document
Upload COs for all courses (examples from Glossary)	View Document
Upload any additional information	View Document

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

Response:

Our college aims at all round development of students with value based education to touch new horizons of knowledge & employment. At the first place, The College is providing education to rural and tribal youth of this area. The college endeavors that its students should become valuable and well meaning citizens. The college ensures that by the time the student finishes his/her education in the college, he/she attains all these specified attributes. The evaluation system and student feedback aims to fulfill the course objectives imparted through the proper channel to the students. It comes true by the various indicators that our students are flying high and placed in the various occupations available in job market in public or Government and Semi Government sector.

The institution conducts internal test examinations for every semester to check whether the stated objectives of the curriculum are achieved during the implementation. Class test, unit test, assignments, practical examinations, seminars, presentation etc are executed to overcome the difficulties in the relevant subject and the weaker areas are identified and discussed with the student it promotes to bring confidence within students. (Class teachers are appointed and given charge of students (Mentor/Mentee) who take care of the development of students, counsel them if needed, timely observes the attendance and communicate with the parents if needed to discuss the growth of the students.?) Each department functions according to the teaching plan prepared at the department level. The faculty follows instructions regarding teaching learning process so that to focus on the predefined activities to achieve the outcome. Regular seminars, debates, group discussion on the relevant subjects are conducted in the class room to make learning an integrated and interesting process. Scholarships and other monetary facilities are provided as per the government norms and institutional policies to enable them to progress through knowledge which is the motto of the institution. Various departments and committees organized the activities like departmental activities like wallpapers, poster making, project work, chart and model preparations which are displayed in the college premises for a period of time to motivate and appreciate the students to perform and aim higher in their subjects. Extension activities such as awareness rallies, cleanliness campaigns, water cup, mahila din and such activities enable the students to think out of the box and be creative, proactive and inculcate the values of ethics among the students. Every Wednesday there is 'Moral Value Period' organized by college.

The mechanism of this continuous and constant mentoring from the sincere faculty members, the institution was able to make many students to score good results. Many of our students have participated in intercollegiate competitions, sports meets. In extracurricular activities, like NSS has made our students to participate in various camps and competitions on university/state level, which amplify the attainment of the

outcomes as mentioned in the outcomes, a colour coat of university chhatrasangh brought by our student three year ago.

File Description	Document
Upload any additional information	View Document

2.6.3 Average pass percentage of Students during last five years

Response: 59.06

2.6.3.1 Total number of final year students who passed the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
53	41	35	11	42

2.6.3.2 Total number of final year students who appeared for the university examination year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
81	62	58	37	57

File Description	Document
Institutional data in prescribed format	View Document

2.7 Student Satisfaction Survey

2.7.1 Online student satisfaction survey regarding teaching learning process

Response:

File Description	Document
Upload database of all currently enrolled students (Data Template)	View Document

Criterion 3 - 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 last five years (INR in Lakhs)

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.2 Percentage of departments having Research projects funded by government and non government agencies during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

3.1.2.2 Number of departments offering academic programmes

2018-19	2017-18	2016-17	2015-16	2014-15
06	06	06	06	06

File Description

Institutional data in prescribed format

Document

[View Document](#)

3.1.3 Number of Seminars/conferences/workshops conducted by the institution during the last five years**Response:** 7**3.1.3.1 Total number of Seminars/conferences/workshops conducted by the institution year-wise during last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
02	02	01	01	01

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

3.2 Research Publications and Awards**3.2.1 Number of papers published per teacher in the Journals notified on UGC website during the last five years****Response:** 8.03**3.2.1.1 Number of research papers in the Journals notified on UGC website during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
22	18	04	10	07

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.2.2 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years**Response:** 6.05**3.2.2.1 Total number of books and chapters in edited volumes/books published and papers in**

national/ international conference proceedings year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	19	05	20

File Description	Document
Institutional data in prescribed format	View Document
Any additional information	View Document

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 last five years.****Response:**

Extension activities in the neighbourhood communities have been functioning in the College since its inception. The institution holds an NSS camp of seven days in rural areas to interact with the people and understand their problems. The Unit has been promoting the cultivation of the spirit of social service among students, instilling in them work culture and helping to develop their personality. Getting familiar with the community they work with, self-realization by relating to the community, identification of the community needs and problems with involvement in the solution thereof, development of social and civic sensibility, application of knowledge to find practical solutions, nurturing skills and competencies, acquiring leadership qualities and democratic attitude, developing capacities to meet emergencies and natural disasters and practicing national integration. The unit has seen active participation in all the public campaigns against AIDS and Illiteracy. College organizes expert talk on various subjects including personality Development, General Knowledge, environment awareness programme also organized exhibition related to various subject. Though the college is situated in rural area still it has best academic premises including institution like Agri College, Pharmacy college in its premises.

College has women study centre which organizes awareness programme for the betterment of rural women, department of sociology under applied sociology made survey in slum area of the nearby villages and aware them about their social status and guide them to enhance them socially. Human right campaign organizes by the institution to aware the rural villagers about their rights. The local people participate in the programmes organized by Grievance redressal cell and women cell like health camp, blood donation camp and lecturers by noted personalities in their respective field. National festivals are celebrated jointly in the premises where villagers show active participation in it. The members of Gram panchayat, Sarpanch & Villagers participate in NSS extension activities. Thus, the extension activities in the neighbourhood community create impact and sensitising students to social issues leads to holistic development.

3.3.2 Number of awards and recognitions received for extension activities from government/

government recognised bodies during the last five years**Response: 11****3.3.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2018-19	2017-18	2016-17	2015-16	2014-15
08	02	00	01	0

File Description	Document
Institutional data in prescribed format	View Document
e-copy of the award letters	View Document

3.3.3 Number of extension and outreach Programmes 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 organised in collaboration with industry, community and NGOs during the last five years.**Response: 72****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., year-wise during the last five years**

2018-19	2017-18	2016-17	2015-16	2014-15
19	17	14	14	08

File Description	Document
Reports of the event organized	View Document
Institutional data in prescribed format	View Document
Any additional information	View Document

3.3.4 Average percentage of students participating in extension activities at 3.3.3. above during last five years**Response: 63.61**

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., year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
198	180	150	156	150

File Description	Document
Institutional data in prescribed format	View Document

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 last five years

Response: 0

3.4.1.1 Number of linkages for faculty exchange, student exchange, internship, field trip, on-the- job training, research etc year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format	View Document

3.4.2 Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the last five years

Response: 0

3.4.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
0	0	0	0	0

File Description	Document
Institutional data in prescribed format(Data template)	View Document

NAAC

Criterion 4 - 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.

Response:

Our college is located in the rural area and Yavatmal district is known as Farmer suicide district. The college is providing excellent educational facilities to the students. The college campus is green, calm and environmentally minded, with pure air, water available. The students taking admission in Collage are from rural areas. Since our college is out of town, Students in the rural areas got comfortable. We have 5.11 acres of land Mouje bypass road Darwha S.R.No.140/2 and 139/03 Tq.Darwha Dist-Yavatmal. There are 03 class rooms out of which 2 are ICT enabled and 1 is open court yard space 26.42x 9.23=243.85 MTR are often used for conferences, seminars, workshops, cultural activities and such other activities related to knowledge transfer within college.

There is 1 well equipped laboratory, provided with all needed facilities and is used for practical purpose. This laboratory is updated as per demand. Network Resources Centre is having 5 computers with internet connectivity. Network Resources Centre is useful for students, teachers .Our college administrative building is well built up. It has 15 rooms and various sections are situated which includes administration office, Principal's cabin, staff room, seminar hall, class rooms, Library, reading room, Laboratory, etc. Our college office is well-furnished and computerized with automation software, having ICT tools. The functioning of office is student-centric. The staff room & Library with all facilities like basic furniture, internet facility along with CCTVs. The location of office, Principal's cabin and staff room is very convenient for students to approach.

Library is well furnished and computerized with Cloud Base Library software. Library is enriched and day by day growing with several study materials like, books, research journals, free Network resource centre. At Present books collection is 3728. Fully Open Access Library. Mobile Base OPAC.

The playground is of 1 hector area. Out-door game facilities like 200 mtr. running track, kabaddi ground, Kho Kho court, volley ball court, etc. are available. Our college has MOU with Agriculture College, Darwha for Gymnasium & other facilities. The Agriculture college is run by our parent institution so it is very convenient for the college to get the facilities of other wings also. For healthy and smooth administration separate rooms are allotted to IQAC, NAAC, NSS, physical department, CDC, Woman Cell etc. Canteen facility is available. Safe and pure drinking water is provided at necessary locations. As a part of Health and hygiene separate gents and ladies' toilets are available in the campus and Automatic Sanitary Napkin Vending Machine is installed. For safety purpose 8 CCTV cameras are installed. Ladies common room with necessary amenities is provided.

File Description	Document
Upload any additional information	View Document
Paste link for additional information	View Document

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

Response:

The institute has adequate facilities for sports as indoor games, outdoor games and gymnasium.

The sports facilities available in the college campus:

A) **Indoor Games facilities:** -i) Chess iii) Badminton

B) **Outdoor Games facilities** i) Kho- Kho ii) Kabaddi iii) Volleyball iv) Athletics

In addition to this equipment for Cricket, Athletics, Football are amply available for students. Along with our own playground we use playground and a hall of Nagarparishad for Badminton, Darwha. The college has memorandum with Agriculture College, Darwha for Gymnasium, playground and other Facilities.

Sr. No	Facilities	Area/Size	Year of establishment
1	Kho-Kho Court Women	30m x 19m = 570 SQ.MT	2012-13
2	Kabaddi Court Women	12m x 10m =130 SQ.MT	2012-13
3	Volley Ball Court	9m x18m = 162 SQ.MT.	2012-13
4	Gym	6.10m x9.14m = 600SQ.MT.	2015-16

Facilities for Cultural Activities:

The institute provides the infrastructure (audio video facilities) for cultural activities such as open stage for annual gathering function (open court yard space 26.42 x 9.23 = 243.85 MTR) and one seminar halls with ICT facility with size of 12.84X6.50=83.46 sq.mtr

File Description

Document

Upload any additional information

[View Document](#)

Paste link for additional information

[View Document](#)

4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

Response: 50

4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 02

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Paste link for additional information	View Document

4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years(INR in Lakhs)

Response: 220.65

4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
212810	72615	485393	200578	284642

File Description	Document
Upload audited utilization statements	View Document
Upload any additional information	View Document
Institutional data in prescribed format(Data template)	View Document

4.2 Library as a Learning Resource

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

Response:

The latest acquisition enrich to the faculty and student are done with the help of OPAC system. library staff enriched the faculty and students with its latest acquisitions. Internet facility helps to upgrade the knowledge of the faculty and the students. Following Services are available in the library:

1.Circulation Services 2.Reference Services 3. Newspaper Clipping. 4. Online Information Service. 5. Guidance about Competitive Exam.

6. Journal/Magazine/ Issue Return Service 7. Giving Information About Employment News 8. Network Resource Centre 9. Library Computerization

10. Reading Room 11. Ex-Students Book Issue Service. 12. C.D – ROM/CD service. 13. Book Exhibitions. 14. Open Access to any users. 15 Old Question Paper Set Readers Club starts from January 2020. It stirs the creative instincts of the students and develop reading habit. Public Service,

Competitive exams and other related books and subject CDs.

File Description	Document
Upload any additional information	View Document
Paste link for Additional Information	View Document

4.2.2 The institution has subscription for the following e-resources

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

E. None of the above

D. Any 1 of the above

C. Any 2 of the above

B. Any 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)

Response: 93324.2

4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e-journals year wise during last five years (INR in Lakhs)

2018-19	2017-18	2016-17	2015-16	2014-15
30093	22605	265377	92069	56477

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

4.2.4 Percentage per day usage of library by teachers and students during the last completed academic year

Response: 10.75

4.2.4.1 Number of teachers and students using library per day over last one year

Response: 33

File Description	Document
Details of library usage by teachers and students	View Document
Any additional information	View Document

4.3 IT Infrastructure

4.3.1 Institution frequently updates its IT facilities including Wi-Fi

Response:

In today's contemporary era the IT facilities became essential part and parcel of the academics. College have compilation of CDs in the library and syllabus of the university also requires the assistance of the global network.. Any shortcoming and the maintainance in the related sector is updated and maintained. The institution facilitates extensive use of ICT resources as follows:

The college provides the facilities like LCD projector, CD, DVD, printer, internet to the teachers for teaching and learning process. The institution encourages the teachers to develop CDs and Power point presentations on the academic curriculum. The institution provides Wi-Fi facility to the staff and students.

File Description	Document
Upload any additional information	View Document

4.3.2 Student - Computer ratio (Data for the latest completed academic year)

Response: 24.92

File Description	Document
Student – computer ratio	View Document

4.3.3 Bandwidth of internet connection in the Institution

E. < 05 MBPS

D. 05 MBPS – 10 MBPS

C. 10 MBPS – 30 MBPS

B. 30 MBPS – 50 MBPS

Response: E. < 05 MBPS

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

4.4 Maintenance of Campus Infrastructure

4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)

Response: 100

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

2018-19	2017-18	2016-17	2015-16	2014-15
196964	107228	108886	127800	87645

File Description	Document
Institutional data in prescribed format(Data template)	View Document
Audited statements of accounts	View Document

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.

Response:

Policy and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. IQAC manages comprehensive procedures of quality enhancement & sustenance. Setup of committees like College Development Committee, IQAC, Staff Council, Library Advisory Committee, Sports Committee, Campus Maintenance Committee, Technical Committee and etc. work in various fields of college and help IQAC to effectively tap and check available academic & support facilities. These committees provide continuous Progress in work, feedback to IQAC in order to enable it to take required measures. While carrying out overall assessment of all departments special attention is paid to the needs of up-gradation and updation of the above said facilities. As per the need of the maintenance, related requirement is put forward to the principal of the institution. As per the need principal of the college initiates the process of the maintenance. Also, the committee, appointed by the various colleges, had a meeting with the principal and the committee started their work.

1. Building & Campus maintenance committee:

Building Committee looks after proposed new construction, extension and repairs.

2. Library Advisory Committee:-

Library advisory committee works for continuous upgradation and updation of library services, Collection Development, IT services, Library Advisory Committee takes stock of all instruments and infrastructure facilities. The maintenance of library has been done under the supervision of librarian along with library attendant. For the effective use of the library, the library arranges various programmes like library orientation programme, information literacy programme, book exhibitions, etc. Apart from college students and faculty, high school and junior college teachers, members of the institute and the students preparing for competitive examination also use library facilities.

3. Technical committee :-

The computer laboratory (Network Resource Centre) maintenance also has been done under the supervision of head of Technical Committee.

4. Sports Committee:-

Sports committee looks into sports infrastructure, support facilities and supports related activities/events. Maintenance of playground is done with the help of sports committee. Gymnasium is maintained by supporting staff.

5. Other systems and procedures:-

The laboratory of Home Economics departments and other relevant tasks are maintained by laboratory attendant under the supervision of head of the respective departments.

6. Class rooms: There are 3 class rooms utilized for carrying teaching-learning process. In order of optimal utilization, academic activities are conducted in the sessions: Morning. In Morning session classes of Arts - B.A-I, II, III are conducted. Sessions are conducted as per allotted time table. Classrooms are kept

clean and dustbins are located at necessary places to collect solid wastes in the campus. There is systematic work allotment between the class four employees to maintain the cleanliness of the classrooms, toilets and other campus of institute which is supervise by cleanliness committee established by college council.

File Description	Document
Upload any additional information	View Document

NAAC

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 69.88

5.1.1.1 Number of students benefited by scholarships and freeships provided by the Government year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
241	136	166	193	174

File Description

Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 0.44

5.1.2.1 Total number of students benefited by scholarships, freeships, etc provided by the institution / non- government agencies year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	02	03

File Description

Document

Upload any additional information

[View Document](#)

Institutional data in prescribed format

[View Document](#)

5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills

2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format	View Document

5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

Response: 0

5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
Upload any additional information	View Document
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View Document
Details of student grievances including sexual harassment and ragging cases	View Document

5.2 Student Progression

5.2.1 Average percentage of placement of outgoing students during the last five years

Response: 0

5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format	View Document

5.2.2 Average percentage of students progressing to higher education during the last five years

Response: 216.98

5.2.2.1 Number of outgoing students progressing to higher education.

Response: 115

File Description	Document
Institutional data in prescribed format	View Document

5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

Response: 0

5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: NET/ SLET/ GATE/ GMAT/ CAT/ GRE/ TOEFL/ Civil services/ State government examinations) year-wise during the last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description

Document

Institutional data in prescribed format

[View Document](#)

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 last five years.

Response: 3

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) year-wise during the last five years.

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	00	00	01

File Description	Document
Institutional data in prescribed format	View Document

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)

Response:

Student is the centre of every activity. Each segment of the academic and administrative conduct deals with the direct or indirect benefit and participation of the student. In order to give the preference the participation of the student in various activities is very important .selection is done on the basis of the individual performance. According to University act formation of the student's council is made mandatory in the affiliated colleges. Concerning the laws of Sant Gadge Baba Amravati University Amravati our college has constituted students council consecutively for last five years.

Following are the Student Council activities:

Students council suggests ideas, interests, and concerns over the interest of the students Encourages other students to get involved in Student Council activities. Provides volunteer service during select college events Mediate between the college management and the students Promote healthy practices for the good governance in the college Active participation in the programmes and in the decision making Students council resolves the conflicting issues related with the students with the help of the teaching faculties .

Students' role in academic bodies.-

To govern the academic event active participation of the student is important. College forms institutional subject's board of studies. Individual subject teacher decides the academic planning and event according to the annual academic calendar. During the organization of the subject meetings, class room seminar, group discussion, home assignment, guest lecturers the compeering of the programme is given to the student. Also the subject topper of the previous examination and the active student of the subject get an opportunity to share the dais with the guest during the programme. Also the students are allowed to present their views over the organization of the individual subject activities. In the organization of the subject conference students representative shoulder with the active responsibility. In the organization of academic tours the decision of the student directs to the way of organization. As our college is located in the rural area, students have to overcome over the geographical difficulties. So in the academic planning of the subject time table the views of the students' representatives are taken in to consideration. Co curricular activities are also planned with the suggestions of the students.

Students' role in administrative bodies:-

For the smooth internal functioning of the college various internal sub- committees are formed with the concern of the student.. Every subcommittee have one student representative. During the meeting of the concern committees the student's representative are inform to attain the meeting. The views of the students representative are taken in to consideration. The administration of the college runs with the active participation of the student's representative. In the organization of the major events like Gathering, NSS

Camp, Sports Meet, suggestion of the students plays the key role.

File Description	Document
Upload any additional information	View Document

5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)

Response: 0.6

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

2018-19	2017-18	2016-17	2015-16	2014-15
01	01	00	00	01

File Description	Document
Report of the event	View Document
Institutional data in prescribed format	View Document

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

Response:

The institute has established Alumni association in the academic session 2015-16. The Alumni Association is non registered but functional.

Sr No	Name	Designation
1	Dr A.P. Jadhao	- President
2	Mr. J.P. Jukare	Coordinator
3	Adv. Ku. Ruchita Mahadevrao Tuljapure	Member
4	Ku. Varsha Arunrao Tandekar	Member
5	Ku. Sangita Vinodrao Ugale	Member
6	Ku. Kiran Ukandrao Rathod	Member
7	Ku. Sushama Sankarrao Tichukale	Member

Our college runs a traditional course B.A. which do not directly placed student to employment. But our

alumni comprise of social activists, entrepreneurs, educationalists, and workers, private as well as service sectors and of course “The Home-Queen”. Eminent, higher position, Experts and talented alumni are invited to college to deliver lectures and motivate students. Alumni’s counselling is like a light house to enlighten the future path of our students. The institute organizes annual alumni meet during this period and provides them opportunity to be a part of annual social gathering.

File Description	Document
Upload any additional information	View Document

5.4.2 Alumni contribution during the last five years (INR in lakhs)

E. <1 Lakhs

D. 1 Lakhs - 3 Lakhs

C. 3 Lakhs - 4 Lakhs

B. 4 Lakhs - 5 Lakhs

Response: E. <1 Lakhs

File Description	Document
Upload any additional information	View Document

Criterion 6 - 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

Response:

Jijamata Arts College, Darwaha was established in 6th September 2001. It was started by Navsanjivan Shikshan Prasarak Mandal, (NSPM) Darwaha. The institution established with the Vision and Missions as follows:

Vision of Institution: -

Vision of the college is to enhance the qualities and skills in the students especially in rural and tribal areas. To equip the students with better knowledge for all round development. To make them capable to face the new challenges of new era confidently. To make them capable to touch the new horizons of knowledge and employment for their better future, well as to emerge responsible citizen for the service of community.

Mission:

The Institution is committed to involve the down trodden classes of society, that live in remote mofussial areas is to the stream of National Education, with the lofty aim of moulding these young men and women into the strong personalities and responsible citizen of the nation for the nation.

Objectives:

To create a conducive environment for making teaching and learning an enjoyable experience.

To inculcate among them the traditional values unique to our great culture.

To prepare the students to face the new challenges in life successfully.

To hone their skills and to tap their latent potential to prepare them for various jobs in their future life.

To make the optimum use of the infrastructural facilities for a meaningful exchange of Knowledge.

To create among the students a spirit of enterprise.

To create among the student's awareness of their surrounding area, the state, the nation and the world.

To help the students evolve into conscientious citizens of India.

To encourage women education by admitting them to various subjects.

Keeping in the view above vision and mission institution tries to inculcate the various skills among

the students. College stretched its helping hand to the students in the process of admission. All the students are charged with the compulsory fees of the University. Donation is not taken by the college for any course. All stakeholders, students and teachers are made aware with the vision, mission and objectives. It is reflected on the college website as well as at the entry gate.

For the personal development every subject teacher organizes class room seminar and debates various subjects. Study tours, camps, field visits, industrial tours make holistic development of the students. College tries to enhance and upgrade the backward community students through the tutor ward system. Students interested in the field of sports, various incentives in form of physical sports equipment are given to the students. To enhance them in academic and competitive field coaching classes are run by the college. Library also provides book bank service to the poor students. College also inculcates the social values among the students through the visits. Through the various social activities service is rendered to the grass root level of the surrounding rural communities. Thus, the vision of the college is transformed into the practices.

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

Response:

To decentralize the administration Principal conducts the meeting of Staff Council with regular interval and shoulders the responsibilities to the respective heads of the concern committee. Before that the IQAC prepares the various committees. Heads of the committee direct the responsibility to the president and the member of the students' council. The task and the activities initiated by college are actively governed by the Principal, staff members and the student's representatives. Every activity is decentralized with the active participation of the student. Such a way Institution practices decentralization and participative management.

Case Study of the decentralization and Participative Management of Curricular Aspect Committee :-

Formation of the Local Management Committee / College Development Committee

According to new Maharashtra University act College Development committee is formed in the academic year 2017-18. Before this Local management committee looks after the local governing of the institution. Local Management committee discuss the issues of the development and of the various activities to be taken in to the institution.

Formation of IQAC and of Various committees

With the guidance of the LMC and principal IQAC- Internal Quality Assurance Cell came in to being from April 2019 . Principal suggest the formation of the various committees in the institution. IQAC prepares the committees accordingly.

Every academic year timetable committee/ Curricular aspect Committee is formed to look after the following objectives:-

To design academic calendar.

To implement academic calendar.

To design teaching plan of every subject.

To implement teaching plan of every subject

Preparation and Follow-up of Academic Calendar

Institutional academic calendar is prepared by Curricular Aspect Committee every year with the guideline of the Sant Gadge Baba Amravati University Amravati. Academic calendar contains the days required for the activities like teaching, examination, curricular and extracurricular activities. This committee looks after the involvement of the teacher and the students. Every activity is shoulder on the respective in charge teacher and the in-charge teacher makes active participation of the students in to the concern activities. With the vigilance of the committee performance of every activity reaches to its desired goals.

Preparation and Follow-up of Teaching plan:-

Curricular aspect committee suggests preparing the teaching plan of every subject and collecting it in the beginning of the academic year and one copy is handed over to the IQAC. The committee looks after the performance of the every subject teacher according to teaching plan. Teacher performs the teaching of its subject according to planned way. The schedule of teaching comes to an end on given time.

The Principal permits all the HOD's and staff member to perform freely in the academic activities and educational innovative programs. The institution provides autonomy to organize competitions, Guest Lectures, workshops, seminars by inviting external experts and resource persons.

6.2 Strategy Development and Deployment

6.2.1 The institutional Strategic / Perspective plan is effectively deployed

Response:

The institution has a perspective plan for development to ensure the mission and works with a focus on the constant progress of the physical and academic environment and infrastructure of the institution in all aspects. Institution made long term plan for the overall progress which is clearly visible through the perspective plan. Internal Quality Assurance Cell (IQAC) takes an initiative for the advanced focus on the activities and the courses which are in tune with the need of the time. Following aspects are taken in to consideration for the development of the institution as a Perspective Plan.

The following are the key plans of the institution for the next five years:

To organize national level conference by all academic departments.

To initiate the PG Courses.

To motivate the faculties to complete research degree.

To enter into collaborative agreements with reputed institutions/industrial houses for research, consultancy and extension activities.

To construct the indoor and outdoor stadium.

Institute has fulfilled the following aspects:

ICT enabled Classrooms Seminar hall.

Rain water harvesting.

Soak pits.

Appointment of Regular Physical Director & other vacant post.

We are formulated the activity with hawk eye on women's education and motivated peoples towards the higher education which were feeling insecure about girls' education and assured them with the help of Anti-sexual Harassment Committee, Anti Ragging Committee & Grievance Redressal Committee.

File Description	Document
Upload any additional information	View Document
Strategic Plan and deployment documents on the website	View Document

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.

Response:

The governing body is the supreme authority and the college development committee is the principal authority. Principal looks after every governance. Management supervises the entire administration of the institution. College governs with the decentralization policy. Principal frames the committee and the convener of the committee leads the task with the suggestion of the principal. The staff council is the principal academic body of the institute and exercise general supervision over the academic policy of the institute. Institution governs with the service rules framed by the government of Maharashtra. College has Grievance redressal cell to sort out the issues.

Around 1986, our parent body “Navsanjivan Shikshan Prasarak Mandal, Darwha” foresaw the need for education to the rural and needy from farmer’s family. The reputed education society has a long and distinguished experience of running a centre of education. It is registered and the register no is F1562.

To regularize and synthesize the function of the department, the Principal arranges meetings at frequent intervals to consider academic activity. In the meeting, the decisions are taken mostly through consensus. The decisions are conveyed to the Principal for furthering. The college development committee takes final decision.

College staff council is the statutory body which allots all academic, curricular, cocurricular and extracurricular activities. It keeps in focus the total records of college work, teaching and other activities. To reach this goal, the Council constitutes various committees.

Members of the teaching staff as well as the office staff are represented in the CDC. Over and above, they also take an active part in most of the Academic and co-curricular activities, committees, extending full cooperation to staff members for every special event. They ensure the smooth functioning of the various activities of the institution.

The CDC decides all the development activities of the college, introduction of new academic programmes, taking policy decision and faculty recruitment.

The IQAC with the Principal as its chairperson is responsible for quality enhancement, quality sustenance in all academic activities and propose recommendations for educational services in academics and administration for further extension.

The college has established student’s grievances and redressal cell/women cell (Student Council Committee). The cell meets and interacts with students regularly. A suggestion box is also installed in the campus to put letters of grievances.

The institution promotes participative management. The governing body, all faculties and all members of office staff through various committees identify respective goals and develops strategies and procedure to achieve the goals. The institute makes sure that every faculty involved in at least two or three committees of the college and representation from the student community is also ensured. Through the students’ council, the students are active in decision making. The regular meeting and feedback of different stakeholders is also an indication of the participating management.

6.2.3 Implementation of e-governance in areas of operation

- 1. Administration**
- 2. Finance and Accounts**
- 3. Student Admission and Support**
- 4. Examination**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: A. All of the above

File Description	Document
Screen shots of user interfaces	View Document
Institutional data in prescribed format(Data template)	View Document

6.3 Faculty Empowerment Strategies

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

Response:

The college is aided by the govt. of Maharashtra and the college made available all the entire welfare schemes for faculty provided by the department of higher and technical education, government of Maharashtra. Besides at institution level the following schemes for teaching and non-teaching are available:

The staff are availed the benefit of CAS, Medical reimbursement, GPF and DCPS.

The facilities like medical leave, maternity leave, lien leave and duty leave are provided to the staff as per the norms of UGC and Government of Maharashtra.

Women Cell for Women Promotion facility by giving due placement is made available for the teachers by their participation in refresher, orientation, research projects & motivated for PhD Teachers are always motivated for academic improvement and excellence by providing necessary facilities like duty leaves, internet facility, journals, reference books etc.

6.3.2 Average percentage of teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the last five years.

Response: 20

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

2018-19	2017-18	2016-17	2015-16	2014-15
08	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course).

Response: 46.43

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

2018-19	2017-18	2016-17	2015-16	2014-15
08	06	00	02	02

File Description	Document
Institutional data in prescribed format(Data template)	View Document

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

Response:**Performance Appraisal System for teaching Staff:-**

At the end of every academic session, the teachers fill the self-appraisal forms, where they evaluate their own performance of their duties including teaching, research and evaluation. Also the participation in conferences, seminar, workshops, orientation and refresher courses. This is submitted to the Principal who evaluates their performance. Students are given feedback forms during their annual examinations. They evaluate their teachers' performances. These forms are scrutinized by the Head of the institution and teachers who have been criticized by the students are asked to improve their performances. Awards on the society level is given to the employee with the consistency of overall performance.

Appraisal System non-teaching staff:-

The head clerk of the college collects the confidential information about the non teaching staff of the college. On the basis of the information provided by the Head Clerk, Principal of the college prepares confidential report about the individual performance of the non teaching staff. Evaluation of non teaching staff members is made on the basis of their performance of the duties including mutual relationship with each other, general intelligence, decision making capacity, special skill, character, health, liking of the IT skills. The annual increments and the periodic promotions are given on the basis of the observation of the head of the institution.

File Description	Document
Upload any additional information	View Document

6.4 Financial Management and Resource Mobilization**6.4.1 Institution conducts internal and external financial audits regularly****Response:**

The institution monitors effective and efficient use of available financial resources by following mechanism:

- The separate books of accounts are maintained for fees and grants received from agencies like UGC etc.
- Balance sheets are prepared.
- The accounts are audited through an external agency.
- Salary statements of the faculty and staff are maintained.
- Purchases are made through a proper procedure of inviting quotations and selecting the best/ lowest

one.

- Records of expenses of guest lectures and certificate course are maintained.
- The college does the internal and the external audit regularly.
- The internal and external audit is done by registered chartered accountant of region.
- The college has done its audit till March 2019.
- No objections are taken on the audit by external auditor.
- The audit record is available in the college.

File Description	Document
Upload any additional information	View Document

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

Response: 0

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

2018-19	2017-18	2016-17	2015-16	2014-15
00	00	00	00	00

File Description	Document
Institutional data in prescribed format(Data template)	View Document

6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

Response:

Strategies for mobilization of funds:-

The college has only salary grants. It hasn't other grants or funds. There is no such resource mobilization policy for funds however the institution keeps tabs on the expense accounts of the various departments. Care is taken to see that the funds allotted are completely spent by the institution. The Accountant keeps

the record and the Principal informed of the finances of the Institution. Any amount spent by the College is directly proportional to the finance available with the College. The fund is utilized according to the need of development the institution.

Optimal utilization of resources:-

As Far and optimal utilization of resources is concern college runs only in morning shift. Efforts are made for Optimal utilization of resources.

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

Response:

The college has established IQAC on 16/04/2019. This is our first cycle of NAAC. As we have decided for NAAC Accreditation, IQAC tries for this. It has been functioning well in the college. The cell has to chalk out the work in- curricular, co-curricular and extra-curricular activities, maintaining discipline and teaching method, extension activities, community services, research activities, sport activities. It takes the review of all the departments in the college and directs them to improve the quality of their works.

The major decisions taken by IQAC and approved by management are given below:

- Submit IIQA and go for NAAC.
- The teachers should maintain API.
- The teachers should arrange guest lectures and inauguration of departments.
- The teachers should conduct group discussion, study tour and seminar for the students.
- The teachers should register for Ph. D.
- The teachers should present research papers in National and International conference and seminar.
- To construct the seminar hall.
- To make extension of library.
- To provide internet facility.
- To start new certificate courses.

All the decisions and activities were successfully implemented.

IQAC implemented following best practices:

- 1 Academic audit reports.
- 2 Green Campus
- 3 Plastic Eradication.

File Description	Document
Upload any additional information	View Document

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 (For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives)

Response:

This is the first cycle of NAAC accreditation. The Institute strives hard to sustain and enhance the quality by taking the following actions criteria wise improvements have been made by the institution.:

Criteria I: Curricular Aspects:

- New certificate courses have been started.
- Feedbacks have been collected.
- Academic Calendar has been implemented effectively.
- Institutional website has been created and all required data made available for all the stakeholders.

Criteria II: Teaching Learning and Evaluation:

- ICT enabled teaching has been given prime importance. For that, the institute provides facilities like LCD Projector.
- Internet facility is made available for all the student and staff.
- Slow and advanced learners are identified and necessary measures are being taken.
- Internal Examination Committee monitors the whole evaluation process.

- IQAC monitors and maintains quality in teaching learning process.

Criteria III: Research, Innovation and Extension: -

- Most of the faculties are awarded with Ph.D. Degree.
- The faculties attended and published the research papers in National-International conference.
- The books are published by the faculty.
- The research papers are published in various journals.
- Various extension activities are increased and conducted by the institution.

Criteria IV: Infrastructure and learning resources:

- Seminar hall with audio video equipment has been constructed.
- Internet facility is made available.
- Computer lab is made available for the students.
- Library extension. Digital class rooms.
- Various Software's like as office Automation (Centralized Campus Management System), Libman, OPAC Apps are installed.
- 08 CCTV cameras are installed. Biometric.

Criteria V: Student support and progression:

- Carrier Counselling Committee is in action.
- Various Scholarships are being provided.
- Student Participation in Sports and NSS is increased.
- Outreach activities for community development were conducted frequently.
- The institute enhances its outreach activities by implementing adopted village concept (Dattak Gram Yojna) through NSS Unit.
- The institute provides incentives for sports achievements in the form of tracksuits by the institute.
- Alumni association is established.

Criteria VI: Governance, Leadership and management: ·

- Formation of various committees.
- IQAC is active for enhancing quality in higher education.
- College Development Committee is formed for overall development of college.

Criteria VII: Institutional Values and best practices:

- The study of Nature. Social, political and economic awareness of women and their empowerment.
- Waste management.
- Water harvesting.
- Greenery.

6.5.3 Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements**
- 2.Collaborative quality initiatives with other institution(s)**
- 3.Participation in NIRF**
- 4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

File Description	Document
Institutional data in prescribed format(Data template)	View Document

Criterion 7 - 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 last five years.

Response:

The Institute takes much efforts and interest to empower education on moral and ethical values. The gender balance is maintained amongst students and staff by providing facilities and opportunities on equal terms. Women teachers and girl students are representatives on almost all the committees and cells of the institution along with the male staff. Our institute organizes various programs related to the safety and security of girl's students. Women's Grievance Redressal Cell interact with students on various gender problems and personal difficulties, so as to develop the sensitization of students and solve the social issues. By conducting various awareness programs like International Women's day, environmental studies, value education, and women empowerment awareness programs, Health and hygiene awareness program, staff and students are sensitized towards the issue of gender and socially relevant problems. Students Grievance Cell, Anti-ragging committee and Prevention of sexual harassment Committee are active in the institution for the safety and security of students.

CCTV cameras have been installed at various locations in the campus for monitoring security and safety as well as Complaint box installed in the institute. Time to time institution arranges a number of activities through NSS department and other departments such as poster exhibitions, street plays to deliver the message of safety, security, sanitation, issue related to the women and girls.

a. Safety and security:-

The entire campus is under CCTV surveillance. As a measure of security, uniforms and identity cards are mandatory in the college campus. Entry has to be done by the visitors while entering the campus. The institute has Women's Grievance Redressal Cell and it resolves the grievances at institute level. The number of students who are travelling to college from the outskirts is high and the helpline numbers of the 'Damini Pathak' are given to the students'. Staff members offer suggestions to students to solve the psychological and social problems. Gender sensitization programs also educate the girl students on gender issues.

b. Counselling:-

Counselling for the needy students is organized to create awareness about education. Efforts are made to discuss with the parents about the academic progress of their pupil. Teachers take rigorous follow up of the students who remain constantly absent, and suggest the appropriate remedies. Students were guided through the workshop held on 'Cyber Crime – Public Awareness' and 'Gender Equality'. 'Jaagar Janeevecha' (Awareness of Feeling) campaign approved by Maharashtra Government. Active participation is done in 'Beti Bachao' venture, lecturers are arranged law for women safety through NSS and other streams.

c. Common room:-

All the girl students are provided with a separate common room with essential facilities. It has filled with the necessary furniture and sanitary napkin machine vending machine for sanitary napkins. The girls' common room provides safety and necessary arrangements need in girls' point of view. Women Empowerment is the ultimate goal of our institute. Therefore, it is observed that our institute has been always the first choice of parents for their pupil's admission.

File Description	Document
Specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	View Document

7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: D. 1 of the above

File Description	Document
Geotagged Photographs	View Document

7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

Response:**Efforts towards Solid waste management on the campus**

Waste is collected according the state. Dry and Wet solid waste is separated. With the initiative of the government of India Cleanliness Campaign Rally is organized in the college and in social premises. Through the slogan the message related to the waste management is conveyed to the students.

Vermicompost plant actively work with the collaboration of Agri college Darwha.

Waste with degradable agents is put into pit. Through this college prepares compost fertilizer which is supplied to the garden of the college.

The NSS unit of the college constantly strives for cleanliness.

The unit organizes regular camp for cleanliness and hazardous waste management per week.

The harmful plants, plastics, polythene etc. are buried in the ditch.

Plastic pollution awareness programs are conducted.

Dustbins are placed in all the classrooms for maintaining cleanliness effectively.

UPS batteries are recharged and repaired.

Liquid Waste Management:

There is ditch available in the campus for the management of waste liquid.

The college prepares compost in the campus.

E-waste management:

The college doesn't have e-waste in the campus.

In future if the college face problem of e-waste, the college will sell it to the local vendors, so that they can process on it and re-use it.

File Description	Document
Any other relevant information	View Document

7.1.4 Water conservation facilities available in the Institution:

- 1. Rain water harvesting**
- 2. Borewell /Open well recharge**

3. Construction of tanks and bunds**4. Waste water recycling****5. Maintenance of water bodies and distribution system in the campus**

E. None of the above

D.1 of the above

C. 2 of the above

B. 3 of the above

Response: C. 2 of the above

File Description	Document
Geotagged photographs / videos of the facilities	View Document
Any other relevant information	View Document

7.1.5 Green campus initiatives include:**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**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: B. 3 of the above

File Description	Document
Geotagged photos / videos of the facilities	View Document
Any other relevant documents	View Document

7.1.6 Quality audits on environment and energy regularly undertaken by the Institution**1. Green audit**

2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

E. None of the above

D.1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Disabled-friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. 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

E. None of the above

D.1 of the above

C. 2 of the above

B. 3 of the above

Response: E. None of the above

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 500 words).

Response:

The institute conducts the institutional efforts/initiatives in providing an inclusive environment for the students. The purpose of conducting such events in the institute is to inculcate the sense of peace, equality & harmony among students. Various activities/events to increase consciousness about tolerance and harmony towards cultural, regional, linguistic, communal socio-economic and other diversities.

Moral education: -

Objectives of the Programme:- To inculcate the following values among the students through this lesson: Sensitivity, punctuality, neatness, scientific attitude, dignity of labour, equality, brotherhood, patriotism, secularism, cooperation, tolerance, respect for elders, non-violence, national integrity, universal brotherhood.

Description of Programme:- Every Wednesday 30 minutes lecture is conducted, including national anthem. All the staff and student participate in this event.

Vachan Prana Divas:-

Objective of Programme: To inculcate the reading culture among the students.

Description of Programme: Vachan Prana Divas' was observed on 15th October as a mark of respect and to pay homage to our former President Dr APJ Abdul Kalam who loved reading and writing. This day is observed so that students understand the importance of reading and students are encouraged to develop it as a hobby. Students were engaged in reading, and reading related activities the whole day. This included a visit to the college library to see the books on display and available to them, reading of the day's newspaper articles to the class, a quiz competition.

Republic day celebration:-

Objective of Programme: To generate a patriotic mood, promote the rich cultural diversity of the country and to ensure wider participation of the general public in students. To aware the students about the completing the country's transition toward becoming an independent republic.

Description of Programme:- The Institute celebrates Republic Day every year on 26th Jan along with staff members, students. The day is celebrated to remember the contribution of freedom fighters in freedom wars and to show gratitude towards them. It encourages national pride and inspires everybody to contribute in their way towards national development.

Environmental Preservation and Plantation :-

The greenery around us provided by trees makes us live a healthy and pleasant life. Planting trees are vital to maintain a balance in the ecosystem. For the preservation of the green environment, the Institute organized a tree plantation Drive program every year. The objectives of events to create awareness and educate the students for plantation of trees and about the protection of the environment.

Yoga Day Celebration:-

To promote good mental and physical health of people through yoga, to make students and staff aware of physical and mental wellness and its solutions through practicing yoga. The International Yoga Day celebrated by the students and teachers in Institute. The students and staff performed yogic exercises and 'Pranayam' to celebrate this day to create awareness in the student about Yoga to have good health. Meditation and yoga bring a positive vibe among the students and if they do it regularly it will help in bringing positive outcomes.

File Description	Document
Any other relevant information.	View Document
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View Document

7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).

Response:

This is an area of that is deeply ingrained in the foundational principles of the institution and are expressed in all related parameters: gender sensitivity and equity, eco-consciousness, promotion of green practices promotion of human values and professional ethics, patriotism and a sense of pride in the nation etc. The attempts are made to inculcate these through various programmes and activities.

The institution's vision explicitly mentions **human values, social commitment and ethics** intellectual competence, moral uprightness, social commitment, spiritual orientation service to society. These elements are inculcated in the value system of the institution community, learners on one hand and staff and faculty on the other side. Some of the human values that are integrated into the curriculum are: justice, dignity of life, peace, harmony, acceptance and respect for diversity in religion, ethnicity, culture and gender, discipline and hard work, honesty and integrity of life, commitment to society, especially the less privileged, etc

Thus, the curriculum including the pedagogy is deliver integrating these cross-cutting issues pertaining to gender, environment and sustainability; and human values and professional ethics in varying all the departments across the institution. Through various cocurricular activities these values are imbibed into the students and staff like:

Swachha Bharat Abhiyaan:

To create awareness in student about perception and practices related to cleanliness, hygiene. To inculcate a sense of responsibility among the students. Institute has organized cleanliness drive. under 'Swachh Bharat Abhiyan Programme This drive was conducted by the teachers and the students. As a part of this cleanliness drive, we cleaned the whole institute. NSS also practices it at adopted village.

Pani Adawa Pani Jirava (Save Water Campaign):-

To create awareness in students about the importance of saving water to cope with its scarcity and ensure sustainability.

All of us need to understand the importance of water and problems related to the lack of water in the future. We should not waste and contaminate useful water in our life and promote water saving and conservation among people. To support this thought Institute has organized a rally on "Water Conservation". Students and faculties participated in rally.

National Youth Day:

To pay tribute to Swami Vivekananda on his birth anniversary 12th January 2016 Thursday o to discuss the creative and innovative values of the young generation and to inspire their personal and career development.

National Youth Day (Yuva Diwas or Swami Vivekananda Birthday) was celebrated all over India on 12th January 2016 Thursday. The birthday of the Swami Vivekananda was decided to be celebrated as the National Youth Day to complete the aim of making better future of the country by motivating the youths through the way of life and ideas of the Swami Vivekananda. Awareness was created among youth regarding Addiction of bad hobbits, their creativity, self -confidence, integrity, patriotism. All students paid the tribute to Swamy Vivekananda.

Visit to Physical Handicap Centre: -

Home-Economics department has arranged visit to physically/mentally handicap centre so that awareness should create into students and staff about social responsibility.

File Description	Document
Any other relevant information	View Document
Details of activities that inculcate values; necessary to render students in to responsible citizens	View Document

7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**
- 3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff**
- 4. Annual awareness programmes on Code of Conduct are organized**

E. None of the above

D. 1 of the above

C. 2 of the above

B. 3 of the above

Response: D. 1 of the above

File Description	Document
Code of ethics policy document	View Document

7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).

Response:

Birth / death anniversaries of the great Indian personalities and National festivals are celebrated with great keenness. Institutional management always play leading role in the percolation of the best values among the student. Without thinking of any type of social barriers the students of all strata of society hold their hand together to remember the great deeds of the great personalities of India. Various programmes are organized for the students to motivate them from the works of Lokmanya Tilak, Dr. Sarvapalli Radhakrishnan, Mahatma Gandhi, Babasaheb Ambedkar, Swami Vivekananda, Savitribai Fule, Sant Gadge baba and the Father of Library Science Sri. Ranganathan. Efforts are made to cultivate National Integrity through the celebration of National festivals; 15th August, 26th January, and 1st May. Various ventures are to be taken to inculcate human values on occasion of World Environment Day, International Women's Day, and International Yoga Day. NSS conducts various competitions as seminars, Essay writing, GK Examinations, Slogan Writing, etc. in collaboration with various departments of our institute. Students and faculty members play an efficient and enthusiastic role in developing values and quality of education. Various committees are formed for developing skills, knowledge and efficiency. In NSS camps, value education sessions are organized to transmute the human values, health and hygienic values.

The value and culture in the modern life against social evils and socialization has been imparted among the students. Improving attitude towards sustainable lifestyle and creating awareness about National History, Cultural heritage, Constitutional Rights, National Integration, and community development. Inculcating principals of self-restraint, self-discipline, contentment, reduction of wants, freedom from greed and austerity which are some of the finest elements. Individual empowerment allowing space for students to take responsibility. It creates a strong learning environment that enhances academic attainment and develops student's social, cultural and interpersonal human values. The students are advised on decision making technique and guide on value enrichment.

File Description	Document
Any other relevant information	View Document
Annual report of the celebrations and commemorative events for the last five years	View Document

7.2 Best Practices

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

Response:**Best Practice 1****1. Title of the Practice: Eco-friendly and Green Campus****2. Goal:**

- a) Eco-campus by planting more trees
- b) Conservation as well as generation energy
- c) Efficient use of available water
- d) Proper waste management.

3. Context:

Pollution is becoming very serious day by day due to deforestation and urbanization. As College is located in rain shadow region, it receives scanty rainfall. It was necessary to look forward to make efficient use of available water and other resources. A clean and healthy environment aids effective learning and provides a conducive learning environment. We decided to educate and make aware students on the issues such as renewable energy sources, waste management and recycling. We decided to work in the areas of power, plant, water and cleanliness. The stakeholders work to develop an eco-friendly, sustainable campus and to disseminate the concept of eco-friendly culture.

4. The Practice:

HEI resolved to work with stakeholders to foster a culture of self-sustainability and eco-friendly campus. The time bound strategies are developed to implement green campus initiatives. At the outset, a committee comprising faculty from the various departments is constituted in consultation of IQAC. It was entrusted the task of formulating strategies for clean and green campus. This helps in strengthening eco campus. Following are the initiatives for making eco-friendly campus.

a) Plantation:

The different varieties of plant species are planted at defined intervals in the campus with the help of stakeholders. During last five years, college has planted hundreds of plants. and trees. Present green campus is the outcomes of our sincere efforts.

b) Conservation of energy:

College receives inadequate power supply from local power grid for its academic and administrative needs. Hence, in order to meet our requirements, the resources are used very economically which is resulted in minimum expenditure on fuel, electricity bills. This helps us to overcome reliance on erratic power supply.

Following initiatives are employed on campus:

- Tube lights and bulbs have been replaced with CFL and LED lamps.
- Optimum power utilization is practiced.

- Plants in the campus are watered with the use of drip.
Water harvesting system is in place to collect roof top water into underground drainage.
- Students are provided safe and clean drinking water.
- The wet waste and dry leaves of plants are used for vermiculture which is used for Agri college Darwha.
- Exhaust fan is installed in the laboratory to expel hazardous gases.

5. Evidence of Success:-

The green campus developed by college helps not only to save the environment, but also adds to the beauty of the campus. Besides providing shed to people, the plants are used for scientific studies.

- College is able to save a lot of money on electricity bills due to above initiatives and is evidenced from the past electricity bills.
- Water conservation methods employed are helping maintaining gardens and campus green and eco-friendly.
- Ban on plastic items.
- Vermiculture and vermicompost has made college campus clean and beautiful.
- Eco-campus strategies employed resulted in one of the beautiful and clean college in the vicinity. It has resulted in attracting more students.

6 Problems Encountered and Resources Required:

- Preservation and healthy growth of plants require a lot of human resource planning. NSS, units, Water shortage problem was overcome with drip irrigation.
- In summer season, we have to face lot of water scarcity. Hence in order to meet requirements we need to hire water tankers.

7. Notes:

- The college has displayed various slogans on environment awareness in the campus to propagate green campaign successfully. These slogans encourage students to protect plants and keep
- Use of paper cups and plates is encouraged and the use of plastic bags and plastic tea cups is banned. Plastic free culture is imbibed.
- Less paper communication and correspondence are practiced routinely. It encourages and practices

communication through e-mails and social media.

Best Practices No 2:

1. Title of the practice: - The study of Nature

2. Goal:

- To make students aware about the importance of saving the forest.
- To create awareness about the nature and environment.
- To make students know the importance of wild animals, trees and various medicinal plants.
- To stop cutting of woods of the forest by creating awareness among the villagers through the forest department and the student.

3. Context:

The forests are important for the health and well-being of people, wildlife and our planet. They are home to roughly two-thirds of all land dwelling plants and animal species. But unfortunately, deforestation is increasing day by day. In order to fight against catastrophic climate change and global warming we have to stop deforestation. Our institution is situated in the forest area. The people of this area know the forest but do not understand the importance of trees and the forest. The villagers used to cut the trees for cooking. So, the college tries to prevent them from cutting the trees through our students.

4. Practice:

Every year at the beginning/mid of the session, the college organizes the Nature study tour to the forest and dam area. Near about 80 to 100 students participate in the tour. The forest officers and guards guide the students and provide information of various types of trees, medicinal plants, wild animals etc. and also make students understand the importance of preservation of forest. The students, after understanding the importance of trees create awareness among their parents and family.

Following are places the Environmental study tour has organized:

Sr No	Session	Name of the place with address	Date	Number of participants
1		1)Krushanaji Sagar, Malkhed TQ Chandur (rly) dist Amravati	29/09/2014	85
2	2014-15	2)Bembla Project, Bhabhulgaon, dist yavatmal	29/09/2014	85
3	2015-16	Maleghat tiger reservoir project Tq. Partwada. Dist Amravati	27/10/2015	93
4	2016-17	1)Aadan Project tq Karanja Lad dist washim.	08/10/2016	94
		2) Katepurna dam& forest		

5	2017-18	1) Bore dam, & wildlife sanctuary, tiger project, Pavnar Dist Wardha	16/09/2017	112
6		2) Sevagram Bapu Kuti	16/09/2017	112
7	2018-19	Forest of Chikhaldhara dist Amravati	21/09/2018	103

5 Evidence of success:

- Due to this practice there is a decrease in cutting the trees.
- Plantation program are arranged in the college campus as well as in the village.

The students got familiar with the nature and various plants like Nirguda, Neem, Saptaparni Gunj, Arjun etc.

- Students became aware about the forest and wilderness.

6 Problems Encountered:

A tour in the forest is a risky program. Due to lack of enough human resources, it becomes really difficult to keep watch on every student while wandering in the forest.

7.3 Institutional Distinctiveness

7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust within 1000 words

Response:

Library as source of Knowledge

Our College Library has emerged in 2001-2002 as a Knowledge Resource Centre mainly catering to the needs of the Faculty, Administrative Staff, Research Scholars and Students, Alumni, Senior Citizen towards accessing information. To enhance the quality and knowledge for the overall development of the students the library continuously works hard through various ways. The approximate total area of the existing library building is near about 1200 sq. ft. We find that the college is situated in a rural area hailing the students of poor and poor middle-class families of the locality. Keeping in mind the situation and the financial inability of users we seek to do so in a personalized and hospitable atmosphere in spite of some infrastructural limitations. The College authority is keeping a close watch on the development of library services. There is a regular subscription to leading Newspapers, Magazines and Journals thereby augmenting the library as a rich source of knowledge. It consists of research books, career related books, competitive exam books, other reading material, Autobiography and biography, 100 books related to various crops and framing related business gifted by Bali Raja Chetena Abhiyan District Collector office, Yavatmal, subject related encyclopaedia etc. The books are classified under the scheme of Dewey Decimal Classification and the work of retro conversion is undergoing process. The entire database of the library is

going to be kept in Libman cloud-based software and apps based OPAC.

Objectives:

- To provide a forum for discussing library and information needs and expectations of the faculty and the students.
- To ensure a balanced growth of the library in line with the overall development of the College and to represent the interests of the Library in various decision-making groups.
- To advise the Library on policy matters concerning services, resources and facilities.
- To provide an opportunity to faculty and students to raise and discuss initiatives towards the growth of library and information services and the functioning of library.
- Giving a helping hand to enhance the knowledge.
- To inspire and encourage regular student.
- To motivate for competitive exams.
- To achieve social commitment as a centre of higher education.
- Students gets chance to get employment for using library.
- Helping eliminate unemployment.
- Inculcate reading culture on every user of the library.
- To create habit of self-study.

The Context:

College Library plays an important role in the development and functioning of the college by acting as information resource centre. It serves the interest of different departments of the college. A Library Advisory Committee has been formed to cater to the teaching and learning needs of the students and the faculty.

The collage library is working for the students from our college, our alumni, research scholar, senior citizens alumni. Our college is comparatively a small unit with limited infrastructure without any source of financial grants and assistance. In spite to this our library has been made free. it is available for all to quench the thirst of knowledge. Students gets regular information from various activities conducted by the library department. It provides specimen copy of competitive examination, books for summer exam, student have liberty to come in library at their convenience. Hence the library is engaged through -out the year. The library has ample facilities for student to study and no limitation on book issue return. The library helps student to get the right information at the right time. The alumni as an important component of the college, they are allowed to use library, so many students are preparing for the competitive exams. following are some information of issue return: -

Ex-Students Books Issue & Return Chart:

Sr. No	Years	No. of User	Remarks
1	2015-16	24	
2	2016-17	14	
3	2017-18	30	
4	2018-19	26	

Ex-Students Journals & Periodical Issue & Return Chart:

Sr. No	Years	No. of User	Remarks
1	2014-15	01	
2	2015-16	02	
3	2016-17	01	
4	2017-18	07	

Out of Library members Total No. of Issue & Return: 13

Since the college is located in rural and remote area the college has met the need of the graduating youth through this initiative. for this, the college campus has provided the necessary furniture, library resources to them. Through this, young human resources are fulfilling their social responsibilities. The college is providing the available resources and mentoring and assisting them.

File Description	Document
Any other relevant information	View Document

5. CONCLUSION

Additional Information :

Objectives:

- To create a conducive environment for making teaching and learning an enjoyable experience.
- To inculcate among them the traditional values unique to our great culture.
- To prepare the students to face the new challenges in life successfully.
- To hone their skills and to tap their latent potential to prepare them for various jobs in their future life.
- To make the optimum use of the infrastructural facilities for a meaningful exchange of knowledge.
- To create among the students a spirit of enterprise.
- To create among the student's awareness of their surrounding area, the state, the nation and the world.
- To help the students evolve into conscientious citizens of India.
- To encourage women education by admitting them to various subjects.

Concluding Remarks :

The College strives hard to realize its goals and objectives. Like other institutions, we too combine our curricular activities with extra-curricular activities. Our students regularly participate in athletic meets and University tournaments. Extension activities like the N.S.S. Our student volunteers have been participating in the camps held both by the College and by the University and other institutions. It is our objective to nurture the talents of some of these students and make them realize the importance of social and voluntary work amongst the poor and the marginalized sections of the society.

It has competent teacher staff, well equipped library, computer lab, spacious classrooms, ICT teaching, Seminar Hall, green campus area, vast playgrounds etc. The institution is affiliated to Sant Gadge Baba Amravati University Amravati MS. The college started initially with Arts faculty. It has competent teacher staff, well equipped library, computer lab, spacious classrooms, ICT teaching, Seminar Hall, green campus area, vast playgrounds etc. The institution is affiliated to Sant Gadge Baba Amravati University Amravati MS. The college recently gained the status of 2 F 12 B by UGC in Dec 2019.

The college has a beautiful green campus and garden with 5 acres of land. It has highly qualified and competent faculty with 4 Ph. D holders, 3 M. Phil holders and 02 NET and 03 SET Qualified. All the teachers organize social programmes in the neighbouring locality. We have broad unit of NSS of 100 Volunteers. Adequate sports facilities. Computer lab. Wi-Fi facility available in the campus. Well-equipped library with computers, all relevant books, journals, magazines. Feedback mechanism for all stakeholders. we all work together for quality enhancement. we believe in quality.