YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution Indira Gandhi Arts and Commerce College, Kalmeshwar

- Name of the Head of the institution Dr. Hemantkumar V. Bagde

- Designation Officiating Principal

- Does the institution function from its own campus? Yes

- Phone no./Alternate phone no. 7588116775

- Mobile No: 8793221476

- Registered e-mail igckcollege@mail.com

- Alternate e-mail hemantkumarbagde@gmail.com

- Address Ward no. 10, Near Data mandir, kalmeshwar. Dist. Nagpur

- City/Town Kalmeshwar

- State/UT Maharashtra

- Pin Code 441501

2.Institutional status

- Type of Institution Co-education

- Location Rural

- Financial Status UGC 2f and 12(B)

- Name of the Affiliating University **Rashtrasant Tukdoji Maharaja Nagpur University**

- Name of the IQAC Coordinator **Dr. Mis. Manjusha Y. Dhoble**

- Phone No. **7387793388**

- Alternate phone No. **7387793388**

- Mobile **7387793388**

- IQAC e-mail address **manjushadhoble@gmail.com**

- Alternate e-mail address **manjushadhoble@gmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year) https://www.igacck.ac.in/AQAR-2019-20.pdf

4.Whether Academic Calendar prepared during the year? **Yes**

- if yes, whether it is uploaded in the Institutional website Web link:

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**66.20**	**2005**	**28/02/2005**	**28/02/2009**

6.Date of Establishment of IQAC **20/06/2011**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Instituitional	**GOI**	**State Government**	**2021/ 365**	**912467.5**
Instituitional	**Salary**	**State Government**	**2021/365**	**21408740**

8.Whether composition of IQAC as per latest NAAC guidelines **Yes**

- Upload latest notification of formation of IQAC No File Uploaded

9.No. of IQAC meetings held during the year   4

- Were the minutes of IQAC meeting(s) and
  compliance to the decisions have been
  uploaded on the institutional website?   No

- If No, please upload the minutes of the
  meeting(s) and Action Taken Report   View File

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

- If yes, mention the amount

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

Online –Cultural activities organised by Shri. Narenra Tidke
Mahavidyalaya,Ramtek. 24.05.21 Online –Students were invited to
participate in a workshop on UPSC and MPSC guidance on 31.05.21
organized by Dr. Ambedkar college, Nagpur Online – "Career in
digital world and role of technology", national webinar 10—12.06.21
by Vipra College of Raipur On 14.06.21 Dr. Ambedkar College invited
our students to attend the Cyber Crime Programme Savidhan Diwas26
Nov2020 was celebrated

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

Plan of Action	Achievements/Outcomes
Students were taught with visuals displayed on computer through online method.	**During the pandemic situation the classes did not suffer**
Mock tests- Mock tests were arranged for the students	**The students got practice of solving online university papers**
Students were taught the use of emails-23.11.20.	**Students could submit revision papers through email**
Birthday and farewells of colleagues were celebrated	**In this tragic pandemic situation an attempt was made to restore familial atmosphere**
Online -Yoga Training Programme by Belagavi, Karnataka from 21.06.21 to 27.06.21	**Various webinars were forwarded to stabilize students mental health**

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

- Name of the statutory body

Name	Date of meeting(s)
Vikas samiti	**29/10/2021**

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	Indira Gandhi Arts and Commerce College, Kalmeshwar
• Name of the Head of the institution	Dr. Hemantkumar V. Bagde
• Designation	Officiating Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	7588116775
• Mobile No:	8793221476
• Registered e-mail	igckcollege@mail.com
• Alternate e-mail	hemantkumarbagde@gmail.com
• Address	Ward no. 10, Near Data mandir, kalmeshwar. Dist. Nagpur
• City/Town	Kalmeshwar
• State/UT	Maharashtra
• Pin Code	441501
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)
• Name of the Affiliating University	Rashtrasant Tukdoji Maharaja Nagpur University
• Name of the IQAC Coordinator	Dr. Mis. Manjusha Y. Dhoble

• Phone No.	**7387793388**
• Alternate phone No.	**7387793388**
• Mobile	**7387793388**
• IQAC e-mail address	**manjushadhoble@gmail.com**
• Alternate e-mail address	**manjushadhoble@gmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.igacck.ac.in/AQAR-2019-20.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C++**	**66.20**	**2005**	**28/02/2005**	**28/02/2009**

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Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
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Instituitional	**Salary**	**State Government**	**2021/365**	**21408740**

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• Upload latest notification of formation of IQAC	No File Uploaded	
9.No. of IQAC meetings held during the year	**4**	

• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**No**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

Online –Cultural activities organised by Shri. Narenra Tidke Mahavidyalaya,Ramtek. 24.05.21 Online –Students were invited to participate in a workshop on UPSC and MPSC guidance on 31.05.21 organized by Dr. Ambedkar college, Nagpur Online – "Career in digital world and role of technology", national webinar 10—12.06.21 by Vipra College of Raipur On 14.06.21 Dr. Ambedkar College invited our students to attend the Cyber Crime Programme Savidhan Diwas26 Nov2020 was celebrated

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

- Name of the statutory body

Name	Date of meeting(s)
Vikas samiti	29/10/2021

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020	28/01/2020

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language,

culture, using online course)

19.Focus on Outcome based education (OBE):Focus on Outcome based education (OBE):

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**B.A. (English, Marathi, History, Economics,English Literature, Marathi Literature,Sociology, Political Science); B.Com.**

File Description	Documents
Data Template	[View File](#)

2.Student

2.1 Number of students during the year	**509**

File Description	Documents
Data Template	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**66**

File Description	Documents
Data Template	[View File](#)

2.3 Number of outgoing/ final year students during the year	**113**

File Description	Documents
Data Template	View File

3.Academic

3.1	**14**
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	**12**
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	**11**
Total number of Classrooms and Seminar halls	

4.2	**321769.05**
Total expenditure excluding salary during the year (INR in lakhs)	

4.3	**11**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

1.1.1

Curriculum design and development are as per the directives of the University. University curriculum is strictly followed. Then The Annual College Calendar' is formed and accordingly various

activities are carried out.

The college has only 02 programmes at the UG level. Therefore IQAC monitors teaching process by interacting with faculty members and students. The results are also monitored and meeting are regularly conducted by Head of the Departments.

• Time –tables are made every semester and the classes are taken accordingly.This year classes were taken online due to pa da I situation. All students could not attend it due to lack of sources. But they were contacted during exams. Study material wase provided to all for exam preparation.

• Use of ICT is encouraged , assignments connected with web search are given.

• Regular meetings IQAC and Faculty members are held to discuss teaching and learning .

• The subjectwise university results are submitted to the management, principal and discussed in the LEC meeting.

Methods used for teaching are students centric - Power point presentation, use of ICT (Projector), group discussion, Class Test, Unit Test, Surprise Test, quizzes, drama clips, film clips based on lessons are shown.

• Students are introduced to e-resources through computers , swayam courses introduced

• Computer and internet access is available to teachers & students.

• Contributory teachers are appointed for Non-grant section for UG and PG

• Meeting with student and staff are arranged.

• Continuous monitoring of the students academic performance and attendance is done through quizzes , class tests, spellings test, terms, based on lessons

Use of ICT tools is encouraged. All Departments continuously take Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests, annuals are always taken to keep the students active in studies.

- The institution has constantly tried to upgrade its infrastructure to facilitated teaching and learning. English Department also takes quizzes on the spellings of each lesson. Handwriting competitions are also taken as handwriting reflects ones character. The English Department also showed films based on the lessons in the syllabus. The students were distributed with the text material and also with question answers, downloaded from the NET. Students were asked to search on NET various other poems by the poet and write them on chart papers. About 50 students took part in it.

- Examination held as per university norms. Institute is centre for university examination in October and March. Online university exams were held this year.

- Classroom evaluation is done as per Unit Tests.

- The college provides library sources for competitive examination throughout the year.

- IQAC encouragef teachers to be acquainted with new Teaching and Learning Methods. Full use of google meet, documentary,you tube reference material, vidioes from net for further enlightenment was made.

- Teachers were encouraged to take up Research projects, attend Conferences and seminars to update their knowledge

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

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

    University Academic Calender for exams, admission and its curriculum is strictly followed. Then The Annual College Calendar' is formed and accordingly various activities are carried out in the college.

- Time –tables are made of every semester and the classes and the tests are taken accordingly

- Use of ICT is encouraged, assignments connected with web were given. this year the tests were taken online, due to pandemic situiation.

• The subjectwise university results are submitted to the management, principal and discussed in the LEC meeting.

Methods used for teaching are students centric - Power point presentation, use of ICT (Projector), group discussion, Class Test, Unit Test, Surprise Test, quizzes, drama clips, film clips based on lessons are shown. the record of these unit test and internal marks is kept.

• Computer and internet access is available to teachers & students, for their advancement of knowledge. Later the students are asked to prepare projects on subject related topics with the help of web..

• Contributory teachers are appointed for Non-grant section for UG and through them the teaching and internal evalution is done.

• Meeting with student and staff are arranged, to solve the problems of the students.

• Continuous monitoring of the students academic performance and attendance is done. The academic through quizzes , class tests, spellings test, terms, based on lessons

Use of ICT tools is encouraged. Departments took online Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests, annuals are always taken to keep the students active in studies. This year remedial classes and mock tests were arranged for the students online.

• Students searched on NET for the philosophies of various Economist and prepared charts on it.

The English Department also showed films based on the lessons in the syllabus. The students were distributed with the text material and also with question answers, downloaded from the NET. Students were asked to search on NET various other poems by the poet and write them on chart papers. About 50 students took part in it.

• Examination held as per university norms. Institute is centre for university examination in October and March.

- **Classroom evaluation is done as per Unit Tests.**

- **The college provides library sources for curriculum and for the competitive examinations throughout the year.**

- **IQAC encourages teachers to be acquainted with new Teaching and Learning Methods.**

1 Birthday and farewells of colleagues were celebrated 2. Savidhan Diwas26 Nov2020 3. Independence Day -15 August 2020 4. Republic Day- 26 th Jan2021 5. Jagatguru Sevalal Maharaj Jayanti; 15 Feb 2021 6. Online - Marathi Rajbhasha Gawrav Din; 27 Feb2021 7. Online -Kamgar Din; 01.05.2021 8. Online -Jagtik Arogya Din-07.004.21 9. Online -Honourable Chairman's Birthday- 23.01.21 10. Online -Yoga Training Programme by Belagavi, Karnataka from 21.06.21 to 27.06.21 11. Online – Dr. Ambedkar Jayanti 14.04.2

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	Nil

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

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

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

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

2 - B.A., B.Com

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	**No File Uploaded**
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

Economics Department 1. 14.12.20- project given to students, a) Thoughts of Dr. Ambedkar on Economics OR b)Thoughts of Mahatma Gandhi on Economics. OR c) Give information on any one - Adam Smith or Dr. Marshal or Prof. Robins. About 68 students participated

1.06.21- Economics Department gave online link of the lecture series organised by National Employment and mental health was sent to the students. They advice's the students on 1) creation of employment. 2)Ways of doing profitable farming. 3)Mental health maintainance. 48 students were present + 1 teacher

19.02.21- Economics Department on the occasion of Chatrapati Shivaji Maharaja Jayanti the students were forwarded the quiz link created by other institution So as to educate the students regarding his lifetime achievement. 87 students attempted it .

Adult Extension and Continuous learning 27.01.21- 75 students/ 8 teachers Inspirational speeches were organised by the Adult Extension from 28.01.21 to 15.02.21 for the students.

1. Students were taught with visuals displayed on computer through online method.

2. A task of essay writing was taken. 18.05.21

3. Mock tests- Mock tests were arranged for the students

4. Online remedial classes and notes were arranged for the students of B.A. sem I from 18 Dec to 23 Dec

5. Online remedial classes and notes were arranged for B.A. sem V from 23 Dec to 2nd Jan.

6. Students were taught the use of emails-23.11.20.

7. How to open word and PDF documents-15.08.20;

8. B.A. sem 2, online remedial classes and notes were arranged from 20.03.21 to 02.04.21

9. An online intercollegiate competition was arranged by Santaji College 30.01.21

10. Students were asked to prepare a portrait depicting the story of their lesson. 14.05.21

11. Students were asked to draw their favorite character from Mahabharata 14.05.21

12. Students were guided regarding the university online exam in a meeting on 22.03.21.

EXTENTION ACTIVITIES

1. Students were shown a video of how to introduce yourself and asked to prepare a video of introduction about themselves in English.17.08.20

2. Entrepreneurship qualities were boosted in them- Students were shown motivational videos on how to prepare paper bags and sell them- 30.11.20

3. Cyber crime with women's cell-16.05.21 and with Kalmeshwar Police Station And NGO Of Tanishque

4. An activity of "Greeting card making with a message to greet people" was taken. 25.11.20 to 25.12.20

5. Students were shown a video of "How to introduce yourself" and asked to prepare a video of introduction----22Nov 2020

6. Personality Development- Students were shown a video on how to use body language while speaking. 27.11.20

7. Personality Development - Students were shown and explained how to behave at an interview.28.11.20

8. An online intercollegiate competition was arranged by Santaji College. 30.01.21

9. Students prtepared paper bags. 12.02.21

10. Students were taught to print their photos on mugs and cups.

11. Students were taught to print their photos on mobile covers.

12. Women's Day was celebrated. They were shown the motivational video of how the "Lijjat Papad" industry on 08.03.21

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

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

0

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**C. Any 2 of the above**

File Description	Documents
URL for stakeholder feedback report	[View File](#)
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	**No File Uploaded**
Any additional information(Upload)	**No File Uploaded**

1.4.2 - Feedback process of the Institution may be classified as follows	**C. Feedback collected and analyzed**

File Description	Documents
Upload any additional information	[View File](#)
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

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

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

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

495

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students were provided with repeated lecture +series taken by the reputed teachers of reputed colleges. They were provided with the extra notes prepared by these professors .

We taught the slow Learners through online mode. Special remedial classes by us and those taken by other college teachers were arranged for them.

While the fast learners were provided with mock tests prepared by other colleges to further their knowledge.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	View File

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

Number of Students	Number of Teachers
509	**12**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

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

Curriculum design and development are as per the directives of the University. University curriculum is strictly followed. Then The Annual College Calendar' is formed and accordingly various activities are carried out.

The college has only 02 programmes at the UG level. Therefore IQAC monitors teaching process by interacting with faculty members and students. The results are also monitored and meeting are regularly conducted by Head of the Departments.

This year all classes were take online due to pandemic situation and students safety.

- **Time -tables are made every semester and the classes are taken accordingly.**

- **Use of ICT is encouraged , assignments connected with web search are given.**

- **Regular meetings IQAC and Faculty members are held to discuss teaching and learning .**

- **The subjectwise university results are submitted to the management, principal and discussed in the LEC meeting.**

Methods used for teaching are students centric - Power point presentation, use of ICT (Projector), group discussion, Class Test, Unit Test, Surprise Test, quizzes, drama clips, film clips based on lessons are shown.

- **Students are introduced to e-resources through computers , swayam courses introduced**

- Computer and internet access is available to teachers & students.

- Contributory teachers are appointed for Non-grant section for UG and PG

- Meeting with student and staff are arranged.

- Continuous monitoring of the students academic performance and attendance is done through quizzes , class tests, spellings test, terms, based on lessons

Use of ICT tools is encouraged. All Departments continuously take Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests, annuals are always taken to keep the students active in studies.

- Students searched on NET for the philosophies of various Economist and prepared charts on it.

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- Classroom evaluation is done as per Unit Tests.

- The college provides library sources for competitive examination throughout the year.

- IQAC encourages teachers to be acquainted with new Teaching and Learning Methods.

- Teachers were encouraged to take up Research projects, attend Conferences and seminars to update their knowledge

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

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

English Department Activities

 DEPARTMENT ACTIVITIES

1. Students were taught with visuals displayed on computer through online method.

2. A task of essay writing was taken. 18.05.21

3. Mock tests- Mock tests were arranged for the students

4. Online remedial classes and notes were arranged for the students of B.A. sem I from 18 Dec to 23 Dec

5. Online remedial classes and notes were arranged for B.A. sem V from 23 Dec to 2nd Jan.

6. Students were taught the use of emails-23.11.20.

7. How to open word and PDF documents-15.08.20;

8. B.A. sem 2, online remedial classes and notes were arranged from 20.03.21 to 02.04.21

9. An online intercollegiate competition was arranged by Santaji College 30.01.21

10. Students were asked to prepare a portrait depicting the story of their lesson. 14.05.21

11. Students were asked to draw their favorite character from Mahabharata 14.05.21

12. Students were guided regarding the university online exam in a meeting on 22.03.21.

`This year all classes were taken online due to pandemic situation.`

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

14

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

2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	[View File](#)
Any additional information	[View File](#)
List of the faculty members authenticated by the Head of HEI	[View File](#)

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

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

0

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

243

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

2.5 - Evaluation Process and Reforms

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

The internal assessment is done by the respective subject teachers. The students papers are stored for more than a year. Results and question papers are also stored.

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

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

1. Teaching and Learning- Use of ICT tools is encouraged. All Departments continuously take Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests,

annuals are always taken to keep the students active in studies. Quizzes on the spellings of each lesson, Handwriting competitions, films based on the lessons in the syllabus are also shown. The students were distributed with the text material, with question answers, downloaded from the NET. Students were asked to search on NET various other poems by the poet and write them on chart papers. Students also encouraged to search on NET for their solutions.

The internal exams record are kept. No grievance have been received this year. Those students who could not attempt the online university exam were re-examined at college level.

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

2.6 - Student Performance and Learning Outcomes

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

Bachelor of Arts (B.A.) PROGRAMME

MISSION & OBJECTIVES:

The BA course provides an education in variety of contexts. It aims to offer education that is accessible to all types of rural, economically backward or from lower strata, students with a wide range of educational backgrounds and status. Many of whom could be employed; therefore studying part time while still others would be pursuing the program as full time residential students. The BA offers a rich variety of subjects taught by a wide range of teachers.

(B) Bachelor of Arts (B.A.) Program outcomes:

It has a strong curriculum that is revised and updated on a regular basis BY knowledgeable and dedicated professors, and bright, motivated peers. In addition, we offer several meaningful learning experiences and opportunities inside and outside the classroom that enhance your learning and professional preparation.

Objective 1: Students will develop a comprehensive understanding of the theories and practice of language use.

Objective 2: Students will demonstrate advanced critical thinking skills, inclusive of information literacy. Objective 3: Students will be able to communicate to diverse audiences in a variety of contexts and genres.

Objective 4: Students will be prepared for a wide range of writing-related careers or graduate

Objective 5: Students will have the ability to use, analyze, and learn communication technologies. Objective 6: Students will develop exceptional textual, visual, and verbal communication abilities.

B) Bachelor of Commerce Program outcomes:

1. Students shall gain thorough systematic and subject skills within various disciplines of commerce, business, accounting, economics, finance, auditing and marketing.

2. Students shall be able to recognise features and roles of businessmen, entrepreneur, managers, consultant, which will help learners to possess knowledge and other soft skills and to react aptly when confronted with critical decision making.

3. Students shall be able to prove proficiency with the ability to engage in competitive exams like CA, CS, ICWA and other courses.

4. Students shall acquire skills like effective communication, proper decision making, problem solving in day to day business activities.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	**Nil**
Upload COs for all courses (exemplars from Glossary)	[View File](#)

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

1. Teaching and Learning- Use of ICT tools is encouraged. All

Departments continuously take Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests, annuals are always taken to keep the students active in studies. Quizzes on the spellings of each lesson, Handwriting competitions, films based on the lessons in the syllabus are also shown. The students were distributed with the text material, with question answers, downloaded from the NET. Students were asked to search on NET various other poems by the poet and write them on chart papers. Students also encouraged to search on NET for their solutions.

Examination and Evaluation-

Examination held as per university norms. Institute is centre for university examination in October and March.

This year due to pandemic situation the university exams were taken online as per university guidelines. The results were submitted to the University.

The students were given mock tests to prepare them for the University final online exam.

Teachers play an important role in university exam as per paper setter, evaluators, invigilators and co-officers for other centres.

• Classroom evaluation is done as per Unit Tests.

? The college provides library sources for competitive examination throughout the year.

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

2.6.3 - Pass percentage of Students during the year

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

113

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://docs.google.com/document/d/1mCaer0w04F3UpD-Ex68DPU_hiyynYD2Z/edit

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

0

File Description	Documents
Report of the event	[View File](#)
Any additional information	[View File](#)
List of workshops/seminars during last 5 years (Data Template)	[View File](#)

3.2 - Research Publications and Awards

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

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

17

File Description	Documents
Any additional information	[View File](#)
List of research papers by title, author, department, name and year of publication (Data Template)	[View File](#)

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

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

17

File Description	Documents
Any additional information	View File
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

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

6. Students were taught the use of emails-23.11.20.

7. How to open word and PDF documents-15.08.20;

8. B.A. sem 2, online remedial classes and notes were arranged from 20.03.21 to 02.04.21

9. An online intercollegiate competition was arranged by Santaji College 30.01.21

10. Students were asked to prepare a portrait depicting the story of their lesson. 14.05.21

11. Students were asked to draw their favorite character from Mahabharata 14.05.21

12. Students were guided regarding the university online exam in a meeting on 22.03.21.

EXTENTION ACTIVITIES

1. Students were shown a video of how to introduce yourself and asked to prepare a video of introduction about themselves in English.17.08.20

2. Entrepreneurship qualities were boosted in them- Students were shown motivational videos on how to prepare paper bags and sell them- 30.11.20

3. Cyber crime with women's cell-16.05.21 and with Kalmeshwar

Police Station And NGO Of Tanishque

4. An activity of "Greeting card making with a message to greet people" was taken. 25.11.20 to 25.12.20

5. Students were shown a video of "How to introduce yourself" and asked to prepare a video of introduction----22Nov 2020

6. Personality Development- Students were shown a video on how to use body language while speaking. 27.11.20

7. Personality Development - Students were shown and explained how to behave at an interview.28.11.20

8. An online intercollegiate competition was arranged by Santaji College. 30.01.21

9. Students prtepared paper bags. 12.02.21

10. Students were taught to print their photos on mugs and cups.

11. Students were taught to print their photos on mobile covers.

12. Women's Day was celebrated. They were shown the motivational video of how the "Lijjat Papad" industry on 08.03.21

Economics Department

1. 14.12.20- project given to students,

a) Thoughts of Dr. Ambedkar on Economics

OR b)Thoughts of Mahatma Gandhi on Economics.   OR c) Give information on any one - Adam Smith or Dr. Marshal or Prof. Robins. About 68 students participated

1.06.21- Economics Department gave online link of the lecture series organised by National Employment and mental health was sent to the students.

They advice's the students on 1) creation of employment. 2)Ways of doing profitable farming. 3)Mental health maintainance.

48 students were present + 1 teacher

19.02.21- Economics Department on the occasion of Chatrapati Shivaji Maharaja Jayanti the students were forwarded the quiz link created by other institution

So as to educate the students regarding his lifetime achievement. 87 students attempted it .

Adult Extension and Continuous learning

27.01.21- 75 students/ 8 teachers

Inspirational speeches were organised by the Adult Extension from 28.01.21 to 15.02.21 for the students.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	View File

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

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

0

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

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

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

8

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

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

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

27

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

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	View File
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	View File

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

All students can get access to the college gym where they can develop their health free of cost. The students can study in the library from morning to evening. The students are encouraged to use computers. NET facility is avail to them. Sports department provides the students with the necessary equipments, training to the students. Students play with balls and equipments during the break, free period and after college hours. They are given a huge volleyball ground, kabaddi ground and a large parking space. They are provided with water cooler purified water. The auditorium provides them stage to celebrate various programmes like farewells and guest lectures. An open stage is provided to them to present their artistic qualities. The college is also a centre for

university exam hence the students do not have to travel all the way to near by city.

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

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

All students can get access to the college gym where they can develop their health free of cost. The students can study in the library from morning to evening. The students are encouraged to use computers. NET facility is avail to them. Sports department provides the students with the necessary equipments, training to the students. Students play with balls and equipments during the break, free period and after college hours. They are given a huge volleyball ground, kabaddi ground and a large parking space. They are provided with water cooler purified water. The auditorium provides them stage to celebrate various programmes like farewells and guest lectures. An open stage is provided to them to present their artistic qualities. The college is also a centre for university exam hence the students do not have to travel all the way to near by city.

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

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

1

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

1

File Description	Documents
Upload any additional information	View File
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

216221.63

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

4.2 - Library as a Learning Resource

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

No. Library is partially automated. The students can study in the library from morning to evening. The students are encouraged to use computers. NET facility is avail to them.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	E. None of the above

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

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

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

9489.64

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

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

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

34

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

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

The network supplier updates and maintains the computers from time to time.

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

4.3.2 - Number of Computers

7

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

4.3.3 - Bandwidth of internet connection in the Institution	**D. 10 - 5MBPS**

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

4.4 - Maintenance of Campus Infrastructure

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

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

321769.05

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

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

Yes . The internet cable connector comes and checks the connection every month. He also updates the computers and manages their maintainance.

The water purifier is checked by the company agent in every three months. He maintains the mechanism and machine when any thing goes wrong with it.

The gym maintainance is done when needed.

The carpenter is called for when furniture needs mending. The ground is levelled almost every year. For this the tractor is called, gravel or sand are spread to avoid slime mud pits.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

326

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

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

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

01

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**E. none of the above**

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

`00`

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

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees	`D. Any 1 of the above`

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

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

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

5.2.2.1 - Number of outgoing student progression to higher education

20

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

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

• NSS camp activities are conducted by the students. The students are active members of it.

• Cultural activities- Cultural Committee is one of the major committees of the College. It organizes college level competitions . The students are active members of it.

• Students are members of COLLEGE DEVELOPMENT COMMITTEE

• Students conduct various programmes through study circles. The students are active members of it.

• They are also the members of grievance committee.

• Few students are on Editorial board of college Magazine which is published anually every year.

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

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

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

0

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

5.4 - Alumni Engagement

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

No enrolled Alumni due to pandemic situation.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)	**E. <1Lakhs**

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

- Administration

- The Internal organization of the College is well defined. The Principal and the Vice Principal are at the helm of affairs. They form a link between the Staff members and the Management.

- The academic work was monitored and initiated by Head of Departments. Regular meetings were conducted to distribute and monitor the working of teaching departments.

- Committees and Cells monitored specialized work like Examination, Admissions, Cleanliness, and Placement etc.

- The non-teaching staff was monitored by the Principal and the Vice Principal.

- Major decisions were taken in Staff Council meetings, LMC, meetings with Non-teaching staff in a democratic manner.

- Womens' Grievances checked if any complaints were received in box .

- the students were asked to submit their grievances through the Grievance Cell.

- Teaching staff and non-teaching staff communicated its grievances in the Staff Council meetings of which the Principal was the Chairperson. These meetings were held in every session and the record was maintained.

- LEC meeting took up Staff members grievances.

- In Parent teacher meetings the grievances and complaints of the parents are looked into. Parents also directly approach the Principal with their grievances.

- In the Alumni association meeting the suggestions given by the Alumni are taken up and complied.

- The College delegates authority through the Principal, Vice Principal and Supervisors. The Head of Departments are authorized to make and execute plans for the Department.

- The governance is decentralized as the decisions are taken in the IQAC and LMC.

- The LMC meetings are regularly held and records maintained.

- The promotional policies of teachers need to be passed through the LMC meetings.

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

- The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.

- The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.

- Closed tender system is adopted for major purchases

- They are properly verified and cheque payments are done.

- Admission process is planned

- Fees are planned according to university are planned

- Holidays are planned as per university calender

- University exam schedule are planned as per university directions

- Course syllabuses are planned as per the university.

- Have a vikas samiti for college development and a women's cell for women's counselling and development of students.

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

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

6.4.1 Institution conducts internal and external financial audits

regularly (with in 100 words each)

• **The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.**

• **The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.**

• **Closed tender system is adopted for major purchases**

• **They are properly verified and cheque payments are done**

• **University Exam audit is verified by the university accounts section**

? Admission of Students -

• **The college caters to a large section of marginalized and rural students. Therefore, the admission process is kept simple and accessible.**

• **The institution is committed to give education to needy students from socio-economically weak sections of society.**

• **List of meritorious students according to their percentage is put up.**

• **We admit the students of several attempts as well to give him an opportunity to change his life.**

? The students are guided on the choice of subjects depending on their mark-sheets.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

- Regular meeting of Internal Quality Assurance Cell (IQAC); timely submission of Annual Quality Assurance Report (AQAR) to NAAC; Feedback collected, analysed and used for improvements

- The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.

- The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.

- Closed tender system is adopted for major purchases

- They are properly verified and cheque payments are done.

- Admission process is planned

- Fees are planned according to university are planned

- Holidays are planned as per university calender

- University exam schedule are planned as per university directions

- Course syllabuses are planned as per the university.

- Have a vikas samiti for college development and a women's cell for women's counselling and development of students.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

- Administration

- The Internal organization of the College is well defined. The Principal and the Vice Principal are at the helm of affairs. They form a link between the Staff members and the Management.

- The academic work was monitored and initiated by Head of Departments. Regular meetings were conducted to distribute and monitor the working of teaching departments.

- Committees and Cells monitored specialized work like Examination, Admissions, Cleanliness, and Placement etc.

- The non-teaching staff was monitored by the Principal and the Vice Principal.

- Major decisions were taken in Staff Council meetings, LMC, meetings with Non-teaching staff in a democratic manner.

- Womens' Grievances checked if any complaints were received in box .

- the students were asked to submit their grievances through the Grievance Cell.

- Teaching staff and non-teaching staff communicated its grievances in the Staff Council meetings of which the Principal was the Chairperson. These meetings were held in every session and the record was maintained.

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- In Parent teacher meetings the grievances and complaints of the parents are looked into. Parents also directly approach the Principal with their grievances.

- In the Alumni association meeting the suggestions given by the Alumni are taken up and complied.

- The College delegates authority through the Principal, Vice Principal and Supervisors. The Head of Departments are authorized to make and execute plans for the Department.

- The governance is decentralized as the decisions are taken in the IQAC and LMC.

- The LMC meetings are regularly held and records maintained.

- The promotional policies of teachers need to be passed through the LMC meetings.

Finance and Accounts

- The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.

- The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.

- Closed tender system is adopted for major purchases

- They are properly verified and cheque payments are done.

- University Exam audit is verified by the university accounts section.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	C. Any 2 of the above

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

6.3 - Faculty Empowerment Strategies

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

Teaching ? Medical reimbursement

? Encashment of earned leave on retirement

- **Partial/ total withdrawal from GPF**

- **Maternity Leave/Educational leave**

- **Leave facilities of different kinds**

- **Facility of PPF,**

- **GPF slips provided**

- **Salary statements given**

Non teaching They are alloted exam duties

? Medical reimbursement

? Encashment of earned leave on retirement

- **Partial/ total withdrawal from GPF**

- **Maternity Leave/Educational leave**

- **Leave facilities of different kinds**

- **Facility of PPF is there.**

Students Scholarship- GOI, Bus Passes, send for participating in competitions held in various colleges, deserving economical backward students given uniforms, encourage progress positive attitude towards studies best students honoured

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

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

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

0

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

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

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

0

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

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

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

02

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

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

Self appraisal system which is checked by a committee during placement. There is no such system for non teaching.

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

6.4 - Financial Management and Resource Mobilization

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

Finance and Accounts

• **The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.**

• **The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.**

• **Closed tender system is adopted for major purchases**

• **They are properly verified and cheque payments are done.**

• **University Exam audit is verified by the university accounts section.**

This year the exams of university and at college level were conducted online so no payment for extra work was given. Hence no audit was done.

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

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

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

0

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

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

Finance and Accounts

• The college has proper financial management, which ensures the use of available funds effectively and efficiently. Being an affiliated college, the Joint Director directly monitors the release of funds.

• The proposed budget is prepared by the finance Committee of the College of which the Principal is the Convener.

• Closed tender system is adopted for major purchases

• They are properly verified and cheque payments are done.

• University Exam audit is verified by the university accounts section.

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

6.5 - Internal Quality Assurance System

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

The IQAC took initiative and advised teachers to take online classes on Google Meet.

To further students knowledge other programmes were taken.

1. Students were taught with visuals displayed on computer through online method.

2. A task of essay writing was taken. 18.05.21

3. Mock tests- Mock tests were arranged for the students

4. Online remedial classes and notes were arranged for the students of B.A. sem I from 18 Dec to 23 Dec

5. Online remedial classes and notes were arranged for B.A. sem V from 23 Dec to 2nd Jan.

6. Students were taught the use of emails-23.11.20.

7. How to open word and PDF documents-15.08.20;

8. B.A. sem 2, online remedial classes and notes were arranged from 20.03.21 to 02.04.21

9. An online intercollegiate competition was arranged by Santaji College 30.01.21

10. Students were asked to prepare a portrait depicting the story of their lesson. 14.05.21

11. Students were asked to draw their favorite character from Mahabharata 14.05.21

12. Students were guided regarding the university online exam in a meeting on 22.03.21.

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

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

1. Teaching and Learning- Use of ICT tools is encouraged. All Departments continuously take Remedial classes and extra classes to improve students' performance. Surprise tests, unit tests,

annuals are always taken to keep the students active in studies. Quizzes on the spellings of each lesson, Handwriting competitions, films based on the lessons in the syllabus are also shown. The students were distributed with the text material, with question answers, downloaded from the NET. Students were asked to search on NET various other poems by the poet and write them on chart papers. Students also encouraged to search on NET for their solutions.

? Examination

Examination held as per university norms. Institute is centre for university examination in October and March.

• Teachers play an important role in university exam as per paper setter, evaluators, invigilators and co-officers for other centres.

• Incentive/ internal marks are send to the university in total confidence as per given schedule.

• Teachers work as paper setters, evaluators, invigilators for college internal exams.

• Internal exams are conducted to give students practice and prepare them beforehand for thefinals.

• Classroom evaluation is done as per Unit Tests.

The college provides library sources for competitive examination throughout the year.

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

| 6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit | D. Any 1 of the above |

recognized by state, national or international agencies (ISO Certification, NBA)	

File Description	Documents
Paste web link of Annual reports of Institution	**Nil**
Upload e-copies of the accreditations and certifications	[View File](#)
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	[View File](#)

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

1) Online webinar was taken to spread awareness regarding the crime faced by teenagers and law advise on it. " yuva awasthet honare langik chchal thababat che kayadevishayak margadarshan"

2) Women's day was celebrated by showing inspirational videos

A) Lijjat papad video- how 8 women began their business with 80 rupees and now have 80 millions turnover.

B) How an old woman began business from home

C) The various businesses one can begin from home.

3) Savitribai phule death anniversary was celebrated onlineon 10 March2021

File Description	Documents
Annual gender sensitization action plan	**Nil**
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	common room with a vending machine of sanitary pads, a wash basin, 4 toilets, fans and benches, a huge dust bin. it can accomodate about 50 girls at a time.counselling centre and two complaint boxes are also available.

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	**E. None of the above**

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

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

Water conservation is done through water harvesting. The rain water from the terrace is collected and run down into the ground and well.

Their is a big pit created behind the college where the dry waste is buried. The liquid wastes are flown into the canal behind the college premises.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://drive.google.com/drive/u/1/recenth ttps://drive.google.com/drive/u/1/recent
Any other relevant information	View File

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. landscaping with trees and plants

C. Any 2 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

7.1.6 - Quality audits on environment stand energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the

E. None of the above

following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	**No File Uploaded**
Certification by the auditing agency	**No File Uploaded**
Certificates of the awards received	**No File Uploaded**
Any other relevant information	<u>View File</u>

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	**D. Any 1 of the above**

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

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

All types of programmes are celebrated in the college, national

days , patriotic leaders, Dr. Babasaheb Ambedkar Jay anti, Savitribai phule death anniversary.

Economics Department 1. 14.12.20- project given to students, a) Thoughts of Dr. Ambedkar on Economics OR b)Thoughts of Mahatma Gandhi on Economics.   OR c) Give information on any one - Adam Smith or Dr. Marshal or Prof. Robins. About 68 students participated

1.06.21- Economics Department gave online link of the lecture series organised by National Employment and mental health was sent to the students. They advice's the students on 1) creation of employment. 2)Ways of doing profitable farming. 3)Mental health maintainance. 48 students were present + 1 teacher

19.02.21- Economics Department on the occasion of Chatrapati Shivaji Maharaja Jayanti the students were forwarded the quiz link created by other institution So as to educate the students regarding his lifetime achievement. 87 students attempted it .

Adult Extension and Continuous learning 27.01.21- 75 students/ 8 teachers Inspirational speeches were organised by the Adult Extension from 28.01.21 to 15.02.21 for the students.

1. Savidhan Diwas26 Nov2020 2. Independence Day -15 August 2020 3. Republic Day- 26 th Jan2021 4. Constitution day 5. Jagatguru Sevalal Maharaj Jayanti; 15 Feb 2021 6. Online - Marathi Rajbhasha Gawrav Din; 27 Feb2021 7. Online -Kamgar Din; 01.05.2021 8. Online -Jagtik Arogya Din-07.004.21

were celebrated to instill tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities in the students.

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

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

Economics Department 1. 14.12.20- project given to students, a) Thoughts of Dr. Ambedkar on Economics OR b)Thoughts of Mahatma Gandhi on Economics.   OR c) Give information on any one - Adam Smith or Dr. Marshal or Prof. Robins. About 68 students participated Thus make the students aware of the great duties, works and responsibilities of the great men.

1.06.21- Economics Department gave online link of the lecture series organised by National Employment and mental health was sent to the students. Thus strengthen the students internally to enable them to face any hard situation in their life. They adviced the students on 1) creation of employment. 2)Ways of doing profitable farming. 3)Mental health maintainance. 48 students were present + 1 teacher

19.02.21- Economics Department on the occasion of Chatrapati Shivaji Maharaja Jayanti the students were forwarded the quiz link created by other institution So as to educate the students regarding his lifetime achievement. 87 students attempted it .

Adult Extension and Continuous learning 27.01.21- 75 students/ 8 teachers Inspirational speeches were organised by the Adult Extension from 28.01.21 to 15.02.21 for the students.

16.05.21 – Gender Equity, the students were guided by the Women's Cell, Kalmeshwar, Counsellor, Geeta Dal I. We have signed an MOU with Yashwant Bahuudeshheya Sanstha, Nagpur and Tanishq Sakal Samuh, Kalmeshwar. They also cooperated with us. Students 8 (7 girls, boys-2), teacher-2.

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

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

C. Any 2 of the above

students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	

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

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

Birthday and farewells of colleagues were celebrated 2. Savidhan Diwas26 Nov2020 3. Independence Day -15 August 2020 4. Republic Day- 26 th Jan2021 5. Jagatguru Sevalal Maharaj Jayanti; 15 Feb 2021 6. Online - Marathi Rajbhasha Gawrav Din; 27 Feb2021 7. Online -Kamgar Din; 01.05.2021 8. Online -Jagtik Arogya Din-07.004.21 9. Online -Honourable Chairman's Birthday- 23.01.21 10. Online -Yoga Training Programme by Belagavi, Karnataka from 21.06.21 to 27.06.21 11. Online – Dr. Ambedkar Jayanti 14.04.21

12) Women's day was celebrated by showing inspirational videos

13) Savitribai phule death anniversary was celebrated onlineon 10 March2021

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

7.2 - Best Practices

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

Describe at least two institutional best practices

Upload details of two best practices successfully implemented by the

institution as per NAAC format in your institution website, provide the link

1. National Service Schemes (NSS) : Student contribution to nation buildin

2. Posting motivational and inspirational videos to students during the pandemic situations

Annexure II

Best Practices 3020-21

1) Title of the practice:

National Service Scheme (NSS) : Students contribution to Nation Building.

Goal:

- To inculcate social welfare in students to provide service to society without bias.

- To provide hands on experience to young students in delivering community services.

- Developing student's personality through community services.

- To inculcate the bond of patriotism, national integration, brotherhood, communal harmony among students.

The Context:

The college provides higher education in Arts and Commerce faculty. There have been efforts to promote holistic personality development of students through various co-curricular and extracurricular activities, organized throughout the academic year. Apart from imparting regular education, the college works to uphold and cultivate the idea of social service as a prerequisite for graduation, the dignity of labour, the value of teamwork, the spirit of co-operation and realization of the power of youth in effecting change in community. The platform of NSS helps in instilling and nurturing among students the spirit of selfless service to society and sense of responsibility and involvement to the task of Nation's development.

The Practice:

The college has full-fledged unit of 100 students. It has an annual budget of Rs. 43,500/- sanctioned by the affiliating university. At the commencement of the academic session students are encouraged to get registered for NSS. They are provided with NSS Badges and Diaries. All year around under the guidance of NSS programme officer, the NSS volunteers organize various extra-curricular and extension activities through which they learn to identify the needs and problems of the community they live in and get active in contribute to find solutions to these problems.

This year due to pandemic situation the camp was not held. Students carried out different activities at different level.

The major activity of NSS is spreading awareness in villages on

the themes of awareness and pandemic development.

The NSS volunteers conducted various tasks in various villages during 1April to 30 May 2020.

Our NSS cadet Suraj Somkuwar of our college helped the Grampanchayat and Sarpanch of ' Bhadangi'village in distributing soaps. They also spread the awareness of using masks for protection against the ' corona' disease among the villagers.

Our NSS cadet Shahbaj Sheikh along with She I Dong re Saheb, Block Development Officer, Panchayat Samiti, Kalmeshwar; requested the people in the Kalmezhwar market to keep safe distance while shopping.

Our ten NSS cadets distributed sanitizer bottles in ' Valni' village and other nearby villages, with the Gran Panchayat.

Our NSS cadet Prashant Ramgunde helped in the distribution of food to the needy.

Our NSS cadets carried out various responsibilities in their respective villages.

On 29 Sep 2020 under the scheme of "My Family, My Responsibility", the cadets spread awareness regarding the use of masks and other necessary cleanliness, through banners.

On 26 Nov 2020 , our college celebrated the 'Sanvidhan Diwas'. The photo of Dr. B. R. Ambedkar was garlanded by our Offi- Principal, Dr. H. V. Bagde, in the presence of Shri. D. K. Bansod, Vice-Principal Rathod Sir and other staff. Later the Sanvidhan Book was read by the group. The comparing was done by Deepa Bidkar Madam and the vote of thanks was given by Ashok Ganvir Sir. The programme was attended by all the college staff.

The NSS programme officer ensures that each participant volunteer gets an equal opportunity to perform all the activities. These

activities help in instilling in the students the sense of social and civic responsibility and commitment towards the society they live. These activities bring out leadership qualities in the students, and imbibe upon them the dignity of labour, the value of teamwork, the spirit of co-operation and realization of the power of youth in effecting change in community. The surveys conducted for various purposes develop research aptitude and interpersonal communication skills. This year our cadets gave a visit to the nearby village and carried out the cleanliness drive for a day.

Through such programmes, the students are physically and mentally prepared to face the challenges of life in the real world, leading to their holistic development.

Evidence of Success:

During this academic year NSS volunteers have participated in various activities conducted by college. Our NSS volunteers have contributed labour towards village awareness They help grampanchayats to implement tree plantation programme. This year due to pandemic situation few things were done.

Problems Encountered and Resource Required:

Financial resources needed for undertaking various regular activities and special camp are sponsored by the university. The NSS programme officer conducts all NSS activities including a special camp in a planned and disciplined manner. Heartily participation from volunteers, the college staff and local alumni of college and kind and helpful villagers makes NSS activities a success.

2) Title of the practice :

The Practice :Motivational and inspirational videos were sent to the students. They were inspired to do yoga, inspirational stories of being morally good were posted to them.

Evidence of Success:The students read them

Problems Encountered and Resource Required: All the students do not have the smart phone yet most of the students saw the video's.

Videos with special message were uploaded from the you tube onto the groups.

Due to the pandemic situation everything had to be done online.

Thus an attempt was made to maintain the mental health and the physical health of the students. Students were given activities as well to keep their mind busy and away from creating nuisance.

****

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

Even in this pandemic situation classes kept on functioning through online. Students were given activities and kept motivated throughout the year.

1 Students were shown a video of "How to introduce yourself" and asked to prepare a video of introduction----22Nov 2020

2 Personality Development- Students were shown a video on how to use body language while speaking. 27.11.20

3 Personality Development - Students were shown and explained how to behave at an interview.28.11.20

4 An online intercollegiate competition was arranged by Santaji College. 30.01.21

5 Students prtepared paper bags. 12.02.21

6 Students were taught to print their photos on mugs and cups.

7. Students were taught to print their photos on mobile covers.

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

7.3.2 - Plan of action for the next academic year

1.

- To built extra classrooms.

- To build ICT classroom

- To built Language Lab

- Introduce new soft skill courses

- To continue with preparations for NAAC peer team visit

- To continue with Students centered activities.