



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution

**SANT GADGE MAHARAJ ARTS ,
COMMERCE AND SCIENCE COLLEGE,
WALGAON DIST. AMRAVATI**

- Name of the Head of the institution **Dr D. W. Nichit**
- Designation **Principal**
- Does the institution function from its own campus? **Yes**

- Phone no./Alternate phone no. **07212386276**
- Mobile no **9405909881**
- Registered e-mail **sgmacsc139@sgbau.ac.in**
- Alternate e-mail **nichitd92@gmail.com**
- Address **Near Walgaon Police Station ,At
post Walgaon**
- City/Town **Walgaon**
- State/UT **Maharashtra**
- Pin Code **444801**

2.Institutional status

- Affiliated /Constituent **Affiliated**
- Type of Institution **Co-education**

- Location **Rural**

- Financial Status **Grants-in aid**
- Name of the Affiliating University **Sant Gadge Baba Amravati University,Amravati**
- Name of the IQAC Coordinator **Dr Sanjay N Wagh**
- Phone No. **07212386004**
- Alternate phone No. **07212386276**
- Mobile **9420713622**
- IQAC e-mail address **sanjaynwagh@gmail.com**
- Alternate Email address **sgmacsc139@sgbau.ac.in**

3.Website address (Web link of the AQAR (Previous Academic Year) <https://sgmmwalgaon.org/pdf/AQAR%20Report%202019-20.pdf>

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

- if yes, whether it is uploaded in the Institutional website Web link: https://sgmmwalgaon.org/pdf/academic_calender_20_21.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	C+	61.20	2006	21/05/2006	21/05/2011
Nil	C	1.74	2017	27/11/2017	26/11/2022

6.Date of Establishment of IQAC **20/07/2006**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	0	0

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

- Upload latest notification of formation of IQAC [View File](#)

9.No. of IQAC meetings held during the year 05

- Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website? **Yes**

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

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)

Enhance research climate by establishing Ph.D. Research center. At present SGB Amravati University ,Amravati Recognized Research Center in Four Subjects.At Present 20 Research Scholar Registered for PhD.

Inspire to teacher to uses e-learning resources, smart-board and ICT to make teaching learning process interesting.

MCom Programme started from this academic session and proposal to start MA in Political Science and Sociology submitted.

College organize Four webinar and One Workshop in this academic year.

Arranged various program to incorporate social and national responsibilities among students.

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
To Organize Workshops and Conferences	Organized Four Webinar and One Workshop a) One Day Interdisciplinary National E-Conference on Ongoing Transmissions in Social Economic Aspects and In the field of Literature On Account of COVID 19 Dt. 18/07/2020 b) Webinar on Women Counselling
To submit proposal to host the Inter Collegiate Kabaddi tournaments	Due to COVID 19 Pandemic tournaments are not organised.
Academic calendar of 2020-2021	The academic calendar and activity calendar was prepared. Academic activities of college are organized as per academic calendar.
Promotion of research culture	Ph.D. Research Centre in Four Subjects were recognized by affiliating university . Teachers motivated to published research papers in journals and participate in Conferences, Workshops, Short term Courses etc.
Contribution towards Curriculum Development	04 Teachers are working as member of Board of Studies of Affiliating University
To organize Workshop on Soft Skill Development for Students.	Due to COVID 19 Pandemic university did not give permission to organize workshop.
Feedback of Stakeholders	Feedback on Curriculum,Teaching - Learning collected from all stakeholders . The feedback is analyzed , Feedback report presented in College Development Committee and IQAC .Areas of improvement in teaching - learning is communicated to teachers .

To Submit Proposal to start Master in Arts(MA)	Through Affiliating University Proposal to Start MA was submitted to Government Of Maharashtra and Maharashtra Government Gave Permission to Start MA in Political Science and Sociology from 2021-2022 .
Extension and outreach activities.	Conducted various extension and outreach activities by college.

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

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	22/02/2022

14. Whether institutional data submitted to AISHE

Part A

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• if yes, whether it is uploaded in the Institutional website Web link:	https://sgmmwalgaon.org/pdf/academic_calender_20_21.pdf				
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<ul style="list-style-type: none"> • If No, please upload the minutes of the meeting(s) and Action Taken Report 	No File Uploaded	
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Name	Date of meeting(s)
College Development Committee	22/02/2022
14.Whether institutional data submitted to AISHE	
Year	Date of Submission
2020-21	09/02/2022
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

1.1 104

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

File Description	Documents
Data Template	View File

2.Student

2.1 566

Number of students during the year

File Description	Documents
Institutional Data in Prescribed Format	View File

2.2 291

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

File Description	Documents
Data Template	View File

2.3 107

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 13

Number of full time teachers during the year

File Description	Documents
Data Template	No File Uploaded

3.2	16
Number of sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1	7
Total number of Classrooms and Seminar halls	
4.2	5.15350
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	40
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

The college follows the syllabus prescribed by university. For effective curriculum delivery teaching departments conduct their internal meetings and develop tentative academic plans. The syllabus is divided into units which are to be finished in stipulated time periods. Teachers after this submit the teaching plan based on the number of days required for teaching the syllabus prescribed by university and also the number of days required for to conduct internal examinations. Teacher's daily dairies are maintained and regularly checked by the principal. Feedback of teachers and students in this regard is collected and necessary action is taken. The meeting of the college council is conducted with the staff members of various departments. In this meeting various strategies are formed for effective implementation of the curriculum. The teachers are encouraged to impart the

curriculum through innovative teaching methods such as Power Point presentation, assignments, discussion, workshops, seminars, industrial visits, apart from regular / traditional teaching method Remedial classes are conducted for slow learners and in the beginning of academic session Bridge Course is organized for first year students . College focus on continues evaluation of Teaching Learning Process by way Daily Dairies, Feedback, Internal examinations

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

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

The college is affiliated to Sant Gadge Baba Amravati University, Amravati and has to adhere to the academic calendar published by the University. Before the commencement of every academic year, the academic calendar committee prepare Academic Calendar, in consideration with affiliating university's academic plan. The academic calendar is circulated among students, teachers, displayed on notice board and uploaded on college website. In consultation with head of the department time table of unit test (term examination) prepared and internal examination conducted. The academic calendar includes admission process duration, teaching schedule , probable university examination period, curricular and co-curricular activities. The schedule and activities given in academic calendar is almost followed by the college. Hence schedule of internal examinations, examinations conducted by university, teaching schedule, co-curricular activities of college are adherence with academic calendar.

File Description	Documents
Upload relevant supporting document	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 **A. All of the above**

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

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

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

02

File Description	Documents
Any additional information	View File
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

40

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

1.3 - Curriculum Enrichment

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

Gender Issues:

Reservation policies, constitutional provisions especially for women is taught in Political Science. Sex ratio, education of child, social groups, urbanization , modernization and village surveys are practically exhibited through Sociology. In English and Marathi gender issues are tenderly revealed to the students. The issues of gender equality are best portrayed in poetry, short stories and prose

Environment and Sustainability

In, 'Environmental Studies', a compulsory subject for second year, faculty makes students aware of the basic components of environment and their applications in various fields. Institute implement the best practice of Abhalmaya (Tree Plantation Programme) through this activity environment consciousness inculcated among students and neighborhood society

Human Values:

Human Values are covered in curriculum of Political science, Home- Economics, Economics, History, Sociology, Marathi and English

Professional Ethics:

Every year on 5th September, Teachers Day is celebrated this programme is useful to aware the students and staff regarding professional ethics. Professional ethics are inculcated with the subjects like English, Marathi, Economics, and Political Science and Commerce. Communication and soft skill has a place in many of these courses.

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

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

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

364

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://sgmmwalgaon.org/pdf/Stakeholders%20Feedback%20on%20Syllabus.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://sgmmwalgaon.org/pdf/Stakeholders%20Feedback%20on%20Syllabus.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

566

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

526

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 Institute is in rural area. The most of our students belongs to socially downtrodden and economically weaker section of society. In the beginning of academic session freshers are assessed on their previous examination marks and objective test conducted by teachers. On the basis of this assessment slow learners and advance learners are identified.

Slow learners.

- Remedial coaching is conducted to develop the basic knowledge and performance in examination for slow learners to get them parity with average learners.
- Revision of the syllabus based on difficulty level is planned and executed by the concerned faculty.
- In Mentor- Mentee programme special attention is given by Mentor towards slow learners and mentor motivate them for study.
- In regular classes faculty members gave special attention towards slow learners, interacting with them. In addition to this unit test, assignments, viva etc conducted.

Advance Learners.

- To motivate advance learners and for healthy competition among them award scheme is implemented by college. These awards are sponsored by parent institute and faculty members.
- Session on career guidance and competitive examination organized.

File Description	Documents
Paste 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
566	13

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

Teachers focus on the activities of student centric methodologies in the teaching-learning process. Field-based student centric activities such as field visits, industrial visits, study tour, projects, bank visits and classroom-based experiential learning includes presentations, seminars, various types of group work, quiz, etc. are conducted.

Students are given opportunities to participate in Elocution Competitions, quiz competitions at various levels which improve their confidence and problem-solving abilities.

College also encourages the participation of students in Youth Festivals organized by SGBAU, Amravati. In order to promote creativity among students, the annual college magazine is published in which the students contribute their writings.

The college has provided the sports facilities to the students. Some of the sportspersons have represented University, Inter-zonal level competitions.

Certificate and Add on courses are run in the college that helps the students getting different skills.

Our college has connected with other institutes through MoUs

In this way college gives priority to the holistic development of the students outside the classroom through co-curricular, extra-curricular and field-based activities. In order to pursue the interest in their field of specialization, students' forum and committees are functional.

File Description	Documents
Upload any additional information	View File
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

The college has Interactive Board (Touch Screen with Projector and Presentation System) in Seminar Hall and three classrooms are well-equipped with the LCD projector and screen. The college issued separate PC to each department. The college has installed Wi-Fi facility for the students in the college campus. Further, Computer laboratory, English language "Orell Communication Software" is available for the student and teachers. All staff is well familiar with the latest ICT tools. Currently due to Covid-19, all teachers are conducting online teaching and examinations through zoom app and Google Form.

Language lab of college is very useful and supportive to our students for enhancing their communication skills and soft skills

All department use PPT and multimedia to simplify the syllabus in a more meaningful way. Faculty members effectively mix up the theoretical classroom teaching and practical exposure through you-tube videos.

Social media is skillfully used by the college teachers through its Whatsapp group. The institution encourages teachers to attend

training programmes, workshops, seminars and conferences related to the ICT use for innovation in teaching learning.

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

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

13

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

13

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

09

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

338

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment involves test, tutorials, seminars etc. The academic calendar prepared at the beginning of academic year, with tentative dates of internal examinations. Accordingly, when the assessment of internal examination is done, the outcome for each student is discussed in classes by respective subject teachers and suggestion, guidance is given by the same for further improvement. The transparency is maintained by sharing answer sheets with students and the grievances of students regarding assessment, if any are addressed at the same time.

- The internal assessment are maintained through the following practices:
- The setting of question paper as per the university

examination pattern.

- The in-house printing of the question papers.
- The students can verify the answer books.
- Two unit tests per semester based on theory syllabus is conducted.

Internal Marks allotment in University Examinations

As per the semester pattern accepted by SGBAU, Amravati internal marks of 10 to 40 marks are prescribed in each subject (Course). For this internal marks Class Test, Home Assignments, Record Preparation, Viva-Voce , Seminar Presentation , Field Visit etc. parameters are prescribed by respective Board of Studies. Subject teachers on the basis of above said parameters assign the internal marks transparently.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The grievances or problems of the students regarding the examination are addressed on two different levels viz. college and university level, depending on the nature of the issues. For this purpose College Examination Grievance Committee is formed which look after the examination related grievances. The college receives sometimes minor grievances from students. Any problem related to internal assessment is handled with the proper channel through the examination grievance committee. Whereas, any problem related to university examination assessments is forwarded to the university through the proper channel. The facility of photocopying, rechecking and re-evaluation is provided to the students according to the university norms. The examination committee always provides time-bound solutions for the queries raised by the students. All the problems are entertained without exception and are resolved within a reasonable time and transparency is maintained in solving the problem of the students so that students get satisfaction.

All the notices and the instructions about the examinations are displayed on the notice boards, circulated in the classrooms and also through student-teacher Whatsapp groups. In case of failure

of students to find out his seat number or any other problem, the examination committee provides proper help to the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institute follows the curriculum designed by the University. For the effective implementation and delivery of the curriculum, the college teachers have well-defined the Programme Outcomes (POs) and Course Outcomes (COs) for each programme offered by the institute. These outcomes were put forth in each departmental meeting and confirmed. Then they are uploaded on the college website. The students and teachers are made aware of these through the college website which enables students to know the expected outcome of the program and visualize the importance of that course. Teachers of every department interact with the students about what they are supposed to get at the end of each program.

In addition to this at the beginning of academic session a programme Know Your College is organized for BA/BCom I st year students. In this programme course outcomes are elaborated to them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sgmmwalgaon.org/pdf/Course%20Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The IQAC has devised the mechanism for the evaluation of programme outcomes. The utmost care has been taken to make this mechanism transparent, scalable, and objective. The unique feature of this mechanism is that there is an excellent blending of subjective

observation and objective assessment of the students' performance. For the desired outcomes, the college first organizes various activities to get outcomes and then does its evaluation in various ways. The Methods adopted for the evaluations of program outcomes and course outcomes are as follows:

Formative Assessment: As a part of the continuous evaluation the formative assessment of students' performance is conducted. This includes Home Assignments, Unit Tests, Surprise Tests, Seminars, Projects, Group Discussions, etc.

Summative Assessment: The performance of the students in university examination is the source to judge their summative assessments. This includes assessment in theory examination and practical examination.

The teachers also assess the development of students and their performance through observation. Through classroom interactions, question-answer sessions, personal counseling, etc. teachers evaluate the attainments of the students. The participation of the students in departmental activities, study tours, industrial visits, etc. also helps in gauging their growth

File Description	Documents
Upload any additional information	View File
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

104

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)

<http://sgmmwalgaon.org/pdf/Student%20Satisfaction%20Survey%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

08

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

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

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

Nil

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Sant Gadge Baba Amravati University Recognize Research Center in four subjects viz commerce & Management, Marathi, Library Sci & Political Science. In this Academic Session 20 Research Scholars pursuing Ph.D. In these Subject. Out Of 13 Teachers in College 8 teachers recognize as Ph.D. Supervisor by SGBAU Amravati.

To inculcate the research culture & promote research activity among students research / survey project allotted to final year students. In academic session 2018-19 & 2019-20 two research Projects each were completed by students but in 2020-21 academic year due to covid -19 students physically not present in college hence this project this project were not under taken in this academic year students who are interested in creative writing are encourage by teachers and specially by language teachers to write articles, poems, shorts stories in college magazine PEDHIMAY.

Seminar Hall is equipped with digital board & internet facility,

in three classrooms LCD projected is installed, computer laboratory and English language is also available for students. Faculty members are encouraged to organize conferences. In this academic year four webinar organized. One workshop on research methodology is also organized by college.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

20

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

09

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

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

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

02

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

3.4 - Extension Activities

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

The institute undertake various extension activities in neighborhood community to sensitize students and villagers to social issues and work on their holistic development. Following extension activities are organize by college in academic year 2020-21.

1) Distribution of Educational Material

College Organize this activity on dated 21/12/2020 at Z. P. School, kamuja, dist Amravati. In this activity Educational Material such as Text books, note books & compass are distributed to students in this school. For this function economically backward students are specially invited .

2) Awareness on COVID-19

To Aware the villagers about Covid -19 Pandemic and Precautions taken to protect from this virus, sanitizer and Masks are distributed in Kamanja village.

3) Distribution of Fruit plant

To protect environment and to incrust the number of trees, Plant seedlings are distributed to villagers of kamuaaja village. In this activity 50 seedlings are distributed.

4) Water conservation

College organize programme on drip irrigation at adopted village Kamunja on Dated 05/10/2020. In this programme Sarpanch of Kamunja Village Shri. Nilesh Varhade is Present as chairman Dr. Sanjay Kale in this programme display the brochures' on drip irrigations to villagers. He also elaborated benefit of sprinkle irrigation, drip irrigation, subsidy from Government of Maharashtra

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise 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

3.4.3 - 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

3.4.3.1 - 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

04

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 during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

335

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has well equipped laboratories and classrooms with adequate facilities required for teaching-learning process. All the departments have physical and academic facilities for curriculum transaction. The total area of college campus is 15541 sqm and total built up area is about 599 sqm. The infrastructure of the institute includes Seminar Hall, Two Laboratories, Classrooms, Library, Ladies Common Room, Staff Room and adequate space for office.

The campus is enabled with Wi-Fi facility. The broadband internet facility is also available for the students in the library and computer laboratory. The separate computer laboratory is equipped

with 24 computers. The college has 06 classrooms; out of these 03 classrooms equipped with LCD and internet facility which makes the teaching-learning process ICT enabled. The college has English language laboratory with English learning software Orell and language related e-learning material and equipment's for bringing the students closer to the global language. The library is having 6684 books, reference sources etc. The separate power generator is available for continuous power supply.

From security point of views CCTV are installed in each room and at important places in college. Security guard is appointed for security of vehicles ,college infrastructure and campus in night

File Description	Documents
Upload any additional information	View File
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.

Sport

College has a separate unit of Sport and Physical Education. It has been consistently working towards the overall development of the students. Explicit spaces have been reserved for extracurricular / sports activities and made accessible it to students. College is participating in inter collegiate games such as Athletes, Volleyball, Badminton, Kabbadi etc.College sports players are selected in State, Zonal, Inter Zonal and All India Inter University sport events.

Infrastructure for cultural activities

The institution encourages students to participate in various cultural activities, events and University Youth Festival. Practice session of various cultural activities such as folk dance, street plays, skits, one act plays, mimes organize for students. A cultural committee takes care of the need of infrastructure required for these activities.

Participation in Youth festival

The institution participates in various events likes folk dance,

skits, mimes, one act plays, street plays etc. Of youth festival organized by SGBAU, Amravati. For this participation, students get the training from expert of institution as well as outside.

Cultural Committee of college also organized regular activities such as birth/death anniversaries, debate competitions and in this programmes students take active part in organization and giving speech. Annual Gathering is also organized .

File Description	Documents
Upload any additional information	View File
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.

04

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)

0.71423

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

4.2 - Library as a Learning Resource

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

- **ILMS Software for Automation : LibSoft develop by dotcom Infotech Pvt. Ltd. Amravati (M.S.)**
- **Nature of Automation : Partially Automated. All Books and Students/Users Database Created in LibSoft Software, Issue return of books and Report Generation**
- **Version : 1.0**
- **Year of Automation : 2012**
- **Software Modules & Work through ILSM :**
 - **Member : Registration and Deletion of members/users**
 - **Catalogue : Data entry of different types of documents such as Books, Thesis, Journals etc.**
 - **Circulation : Issue Return of books, Reservation of books, Books verification etc.**
 - **On-line Public Access Catalogue (OPAC): OPAC support search from different access point such as Author, Title, Subject etc.**
 - **Report : Different types of reports generated such as Issue, Return, Title wise list of books, Subject wise list of books, Book Purchase report and various statistical report etc.**

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

4.2.2 - The institution has subscription for the B. Any 3 of the above

following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.42734

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

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

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

9.23

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

4.3 - IT Infrastructure

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

The college has well-established mechanism for upgrading and

deploying Information technology infrastructure. The college, first, assesses the needs, number of students and staff and other end users. The provision is made in the budget for annual maintenance and service provider (vendor) hire for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its IT facilities including college website www.sgmmwalgaon.org.

- 3 Classrooms have been equipped with LCD Projectors.
- 1 Seminar Hall has Interactive Board (Touch Screen with Projector and Presentation System) with internet facility.

The college has 40 computers with access to internet which are updated with latest versions of essential software's . The computers in computer laboratory and office connected with Wi-Fi and LAN facilities. For major disorder and damage, computer technicians and service providers are hired for the up keeping and replacement. The Wi-Fi facility is provided to all over campus for all stake holders in free-of-cost.

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

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1.36695

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

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

Various working committees are formed to decentralize the work of college. Committees such as Library Advisory Committee, Sports Committee, ICT Committee, Building Construction Committee, Purchase Committee, College Premises Committee etc. specially look after maintaining and utilizing physical, academic and support facilities. Committees give feedback about the facilities and necessary improvement/updation to Principal and IQAC. Principal put it in College Development Committee (CDC). In CDC decisions were taken for the improvement in these facilities.

While carrying out overall assessment of facilities special attention is paid to the need of up gradation and updating of the above said facilities. The Staff Council Committee and Academic Calendar Committee look after smooth functioning of the academic works and facilitates. Building Construction Committee looks after proposed new construction, extension and repair of building. College Premises Committee looks after the maintenance of premises. Library Advisory Committee takes decisions about purchase of Books/Information sources and up gradation and updating of library services. The department of physical education and sports committee looks into sports facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgmmwalgaon.org/pages/maintenance_policy_procedure.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

167

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills

E. none of the above

File Description	Documents
Link to Institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

File Description	Documents
Any additional information	No File Uploaded
Number of students 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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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

21

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

02

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

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

The Maharashtra Public University Act 2016 came in to force from 1st March 2017. Affiliating S.G.B. Amravati university, Amravati is in the process of preparing the norms and guidelines for the election of student council and due to COVID 19 Pandemic Maharashtra Government not given permission to conduct student council election . Therefore in 2020-21 student council was not formed.

Students are the integral part of academics as well as other activities of college. The college provide opportunity to students to groom their personality through involvement in organization of college activities and programmes. The students are the members of almost all committees such as Internal Quality Assurance Cell, Library Advisory Committee, Sports Committee, Cultural and Gathering Committee etc. Through the representation on Committees College provide platform to students to put forth their ideas and working experience. College provides all expenses for annual gathering and prize distribution. College also motivates students by giving cash prizes to subject toppers students in university examination. This scheme was sponsored by college teachers.

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

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

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

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

Alumni Engagement

The alumni association of college is registered as "Sant Gadge Maharaj Maji Vidyarthi Sangh". Alumni association registered under the Mumbai Public Trust Act 1950 (BM XXXIX of 1950) at the public trust registration officer of Amravati on the date 08/12/2017, with registration no. as F0026671 (AMR). The office bearers of alumni association are, Shri Vaibhav P. Junghare (President), Shri. Dinesh M. Kurhekar (Vice President), Shri Vishal D. Nirmal (Secretary) and other 08 alumni are members of executive committee of association.

Account of association is open in bank and donations given by alumni are deposited in this account.

Regular Alumni Meetings

The alumni association works under the guidance of principal and alumni committee. Meetings of alumni associations are organized with committee convener and principal. Issues related to college development and facilities for existing students are discussed in alumni meeting. The alumni members visits college and give feedback on the development and overall performance of college.

An Annual Alumni Meet :

An annual meet of alumni of college is organized in each academic year. In this meet alumni share their views and interact with college students, which is a good experience for college students.

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

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

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

At the beginning of the every academic year, academic calendar is prepared as per policy vision, mission and goals and different committees are formed and entrusted with responsibilities of various activities for smooth conduction throughout the year. The Management and the Principal conduct regular meetings and address the teachers about their responsibilities. The head of departments conducts departmental meetings for timely organization of activities and active participation of all members of department. The Principal, by conducting the term meetings, monitors the teaching-learning process. In College Development Committee (CDC) meeting, feedback of teachers, students, alumni on curriculum discussed and accordingly, if necessary reforms are made. The Principal is the head of the institution and he works with vision, missions and goals of the institution. He performs the following functions such as planning accurately for future, deploying all resources for execution, monitoring the entire process etc. According to the need of the society, the institution prepares the perspective plan in which the emphasis is given on the academic, co-curricular and extra-curricular activities along with programmes related to societal services benefitting rural masses

in the region.

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

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

Decentralization & Participative Management

To decentralize the day to day working of college, 32 working committees were formed. Through these committees every faculty member involved in decision making.

In Academic Year 2020-21, it was decided to organize conferences/seminars. It was first discussed in IQAC meeting later on College Development Committee approved it. Due to Covid - 19 pandemic situation it is decided to organize these conferences in online mode. College organize four webinar

1) One Day Interdisciplinary National E-Conference on "Ongoing Transmissions in Social Economic Aspects and In the field of Literature On Account of COVID 19" Dt. 18/07/2020

2) Webinar on Women Counselling "JAGRUTI" on Dt. 24/07/2020.

3) National Level Webinar on "Assessment and Accreditation Process with Revised Guidelines" on Dt. 06/09/2020

4) Intercollegiate level e-workshop of "Redressal Cell for Women & Webinar of English". Dt. 13/09/2020

In organization of these webinars all the faculty members and non teaching staff involved. The Management and Principal motivated the coordinator of webinar and gave every possible support and this is the best example of participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC through deliberations with the stakeholders made a perspective plan for the development of academic, administrative and infrastructural facilities and approval was taken from CDC.

Commencement of Master of Commerce (MCom) Programme

Alumni, Final year students and Parents suggested to start post graduate courses in college. In respect of these suggestions principal put this issue in IQAC and CDC. After the approval of CDC, a detailed proposal to start Master of Commerce is submitted to Higher Education Department, Maharashtra Government through affiliating university.

This proposal was approved by concern authority and MCom programme started from academic year 2020-21 academic session.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://sgmmwalgaon.org/pdf/Perspective%20Plan.pdf
Upload any additional information	View File

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

The College is governed by Late Babasaheb Varhade Education Society ,Amravat. The institutional leadership has always been participatory. The C.D.C. and IQAC finalize academic, administrative and infrastructural development plans of the college.

Administrative setup:

In the administrative set up the Principal is at the commanding position. The Principal prepares the annual budget in consultation with the faculty and the management. Under the guidance of the Principal, the IQAC cell looks after the task of IQAC. The HODs look after departmental affairs. There are various working committees to make teaching-learning process effective, to run the college smoothly, and to carry out curricular, co-curricular and extension activities. Apart from the teaching staff, there is administrative staff to look after the administrative affairs. The Head clerk work under the supervision of the Principal. The official work such as admission, examination, accounts, and finance are decentralized among the senior clerk and the junior clerk.

Service Rules:

The Service Rules , recruitment and promotional procedures are followed as per the guidelines of SGBAU, Amravati, State Government of Maharashtra and UGC New Delhi. If a faculty has any complaint, he or she can apply to the Grievance Redressal Committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://sgmmwalgaon.org/pdf/Organogram%20of%20the%20Institute.pdf
Upload any additional information	View File

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

D. Any 1 of the above

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

6.3 - Faculty Empowerment Strategies

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

Institution believes in the contribution of the employees towards the overall development and progress of the college. The college offers worthwhile welfare schemes to all the teaching and non-teaching staff to ensure and boost their work culture and efficiency

The following welfare schemes are available in the college for teaching and non-teaching staff:

Loan Facilities: The College freely allows staff to avail Loan facilities from various banks such as; Housing Loan ,Vehicle Loan , Personal Loan.

Credit Co operative society "Dr Bhausaheb Varhade Karmachari Sahakari Pat Sanstha" is established by the all staff members of parent society. All the staff members contribute specific amount monthly. In emergency this credit society also provide loan within a time frame of one day.

Medical Reimbursement: The faculty and staff members receive the medical expenses incurred from the state government. Such proposals are forwarded through the college.

Appreciation of staff - Distinct achievement of staff is appreciated in the form of felicitation .

Leave Facilities: Following leave facilities provided to staff as per the leave norms such as:

- Study Leave

- Duty Leave
- On Duty Leave
- Medical Leave
- Paternity Leave
- Average Pay Leave
- Earn Leave
- Casual Leave

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

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

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

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)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has a system for assessment of the yearly performance of the teaching and non-teaching staff members. The University as per guidelines of UGC has generated proforma known as the Performance Based Appraisal System. The college has formed

Academic Performance Indicator (API) Screening Committee which looks after the appraisal system.

Mechanism:

Before the end of an academic year, the API forms are given to the teaching staff to fill in individual information. A stipulated time is given for the submission of the same to the Academic Performance Indicator Screening Committee. The filled forms are submitted to this committee with all enclosures for assessment and evaluation. The committee verify the information and then submit them collectively to the principal with proper remarks. The Principal then verifies the information given and gives his remarks.

Performance Appraisal System for non-teaching staff:

Confidential reports of the overall performance of the non teaching staff is prepared by Principal .

CAS of Teaching Staff

The screening committee collects information about the due promotions of teachers and office makes correspondence with university and JD, Higher Education for CAS committee. After the approval of CAS committee the proposal for promotion is submitted to concern authority.

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

6.4 - Financial Management and Resource Mobilization

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

Late Babasaheb Varhade Education Society, Amravati, the mother institution has a well formulated policy and mechanism to monitor effective and efficient use of financial resources. The annual budget is prepared well in advance after considering needs and requirement of the college. Every department activities, extra curricular working committees submit a priority list of

requirements of the next academic year.

The purchase committee makes the purchasing with the norms laid down by the management and government. The college has internal and external audit. Mechanism to monitor the proper utilization of the budget. It is monitored regularly by the management.

Internal Audit : All the expenditure made by college is recorded in Cash Book and Ledger Book. The audit of expenditure of college is done by Chartered Accountant appointed by management of institution.

The external audit is carried out by the joint Director Higher education. The senior auditor and the auditor General of the Maharashtra state.

Resources mobilization policy is the process to know the resources essential for the development implementation and continuation of works for achieving the institute's mission and its action plan. It means mobilization of knowledge, use of skills, equipment, services etc, maximum use of available resources.

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

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

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

0

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

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

The resources are useful for any Institution to develop and promote the academic ambience in the campus. The College gets the financial assistance from the Government in the form of salary grants for aided courses only. Besides, the College also received the UGC grants under various schemes in 11th and 12th plan . The salary grants are spent on the staff members as per the norms of the Government and the assessment has been done by the Director and the Joint Director of Higher Education Office.

Fees collected from students are spent on different heads of non salary like library, sports, extracurricular activities etc. Institution also gets fund for NSS scheme and internal and external audit is done of the same. For proper utilization of funds a budget is prepared in the beginning of academic session and purchase committee follows all the financial rules while purchasing.

The audited statements of Income and Expenditure are prepared by the Chartered Accountant which is necessary as per the guidelines of the state government.

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 college has constituted IQAC to ensure quality sustenance and quality enhancement in its functioning. The IQAC developed an awareness system for consistent development in overall performance of institution. During the post accreditation period, it channelized efforts and takes measures towards promoting quality culture in achieving excellence.

IQAC suggest number of quality assurance strategies and process. Introduction of Add on courses and Recognition of PhD Research Center in Four Subjects are the examples of this.

1) College started two add on courses to boost skills of students

to meet the market demands and overall personality development. These courses empower the students to get self employment. The institute also organized workshops and guest lectures for students to enhancing their skills. These courses received good response from students.

2) College submit proposal to Sant Gadge Baba Amravati University, Amravati for recognition of PhD Research Centre in the subject Commerce and Management, Political Science, Library Science and Marathi. The affiliating university gave recognition as research centre and at present in these research center 19 students registered for PhD.

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

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

Mechanism to Monitor Teaching-Learning Process:

IQAC led down following procedure for effective teaching learning process :

- Academic calendar at college level and department levels are prepared.
- Annual teaching plan is prepared for curriculum delivery by every teacher at the beginning of the year
- This plan is also shared with the students and monitored by respective HODs and the head of the institute of the College.
- At the end of each semester, the IQAC collects the teachers' diaries, completion of the syllabus etc. which help us in reviewing this process effectively

Use of ICT in Teaching -learning:

On the basis of the feedback received from faculty and students and as per guidelines and expectations of NAAC the institute has introduced ICT enabled technology in teaching-learning process.

For achieving this goal, the IQAC has taken efforts to improve these facilities in the institute:

- Internet and WI-FI facilities were made available.
- LCD projectors were installed in classrooms.
- Faculties were encouraged to develop PPTs and other learning materials and the outcome is promising to the college.
- Online resources are made available for teachers and students, the library has equipped with NLIST and Internet.

File Description	Documents
Paste link for additional information	http://sgmmwalgaon.org/pdf/1.1.1%20Effecti%20Curriculum%20Delivery.pdf
Upload any additional information	View File

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

B. Any 3 of the above

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	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has co-education system, without any discrimination about their gender, the college provides equal opportunities to both boys and girls on various platforms, for example admission, NSS, cultural activities, sports and extension activities.

Safety And Security

The college ensures the total safety of girls students in the campus. The college has discipline committee for continuous monitoring the security in the campus. The college campus is fully covered with CCTV.

Lectures/Special Talks

College organizes lectures of eminent personalities to create legal awareness, gender sensitivity and highlights social problems such as women safety, dowry, women's health, and cyber-crime and cyber-security.

Counseling

Staff members motivate the students to improve their overall personality. Through Mentor-Mentee scheme the mentor follows the development of the mentee by providing personal counseling at the different stages.

Common Room

The college provides separate common room for girls.

Complain Box

The campus is set with a complain box, to collect any suggestions or any complaint from female staff and girl students concerning any abuse or harassment.

Various Redressal Committees

The college has committees to monitor and address safety, security and social issues like Anti-ragging Committee, Sexual Harassment Committee and Grievance Redressal Committee.

File Description	Documents
Annual gender sensitization action plan	http://sgmmwalgaon.org/pdf/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf
Specific facilities provided for women in terms of:a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sgmmwalgaon.org/pdf/7.1.1%20Specific%20Facilities%20Provided%20for%20Women.pdf

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

D. Any 1 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

Solid Waste Management: For the collection of regular solid waste (Dry and Wet) Dust bins are kept at different places in the campus. The collected solid waste is handed over to Grampanchayat ,Walgaon time to time for proper disposal and recycling. Waste from plants such as leaves collected and dumped at compost manure pit for preparation of organic compost. This organic fertilizer is used for the growth of the plant in the college premises.

- Separate dustbins are available in departments, Office, Staff room and Corridors of the college.
- For paper waste management we use one side blank paper for printing and for other written works.
- Paper waste - The library material like old newspapers and magazine, old assignment books etc. are sold to the vendors for proper recycling.

Liquid Waste Management:

Waste water of Wash room and Drinking water is used for plants.

Hazardous Chemical Waste Management:

Damaged battery's in UPS and Inverters are sold to approved vendors for proper recycling

E-waste Management:

In college number of electronics and allied equipments are used. These equipments such as computer spare parts, electric etc. are safely stored and given to authorized dealer for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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	No File Uploaded

7.1.5 - Green campus initiatives include

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

B. Any 3 of the above

- 1.Restricted entry of automobiles
- 2.Use of bicycles/ Battery-powered vehicles
- 3.Pedestrian-friendly pathways
- 4.Ban on use of plastic
- 5.Landscaping

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

A. Any 4 or all of the above

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

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

C. Any 2 of the above

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

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

As mentioned in the vision and mission of the college, we are committed to provide educational opportunities irrespective of the caste, creed and gender.

Socio-Economic Diversities :

Though, students of this college come from different social backgrounds and economic statuses, they are treated equally irrespective of their diversity. The students belonging to SC, ST, OBC, VJ, NT etc. are treated on par with general category students. All students participate fully in the teaching and learning process, various college activities and extension activities and enjoy their student life. The staff of the college also belongs to various cast and religion with different cultural backgrounds and socio-economic diversities. The staff work as a homogeneous team.

The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. The college is in rural area. Its activities have a very positive impact on the society's cultural & communal thoughts directly.

The college celebrate birth anniversary of national leaders, the speakers on this occasion throw light on the teachings of national unity, integrity and communal harmony.

Language: The college magazine Pedhimay accepts and prints articles in various languages. Marathi department organize Marathi Bhasha Din

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

College celebrates Constitutional Day every year on 26th November with great zeal and grandeur. The Preamble of the constitution is read by the principal of the college followed by the students and teachers. The Birth Anniversary of Dr Babasaheb Ambedkar, architect of Indian constitution is celebrated at the college. The eminent speakers are invited on this occasion who throws light on the human values and constitutional obligations.

Every year, on 26th June, the birth anniversary of Ch. Shahu Maharaj is celebrated as 'Social Justice Day' in the college. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel.

The fundamental rights and duties, Citizen's Charter, National Anthem, and Pledge etc. are clearly prescribed in the BA and MA Political Science syllabus. It reflects the strong attachment of the students towards the values of Indian Constitution. Our institution had arranged number of programs such as Voter Awareness Rally, Blood Donation etc. covering freedom of expression through which the students can get courage to express them. In Covid 19 Pandemic college students carried out activities like distribution of food grains, importance of Cleaning and Hygiene, distribution of masks etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sgmmwalgaon.org/pdf/7.1.9%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution%20to%20the%20constitutional%20obligations.pdf
Any other relevant information	http://sgmmwalgaon.org/pdf/7.1.9%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution%20to%20the%20constitutional%20obligations.pdf

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators 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	View File
Any other relevant information	No File Uploaded

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

The college organizes and celebrates various International , National and Regional days to inculcate human values and communal integrity amongst the students. The college pays tributes to all the national heroes on their Birth and Death anniversaries. The college organizes activities on these days of national importance

to recall the events or contributions of our leaders in building the nation and imbibe moral and ethical behavior among students in their professional and personal lives. Due to COVID-19 Pandemic, many events/programme could not be organized this year.

National and International Days :

International Yoga Day

Independence Day

Republic Day

Teachers' Day

NSS Day

Constitutional Day

Maharashtra Din

International Women's Day

Birth/Death Anniversary of Great Indian Personalities:

Dr.Bhausahab Varhade Jayanti 14/09/2020

Mahatma Gandhi / Lalbahadur Shastri Jayanti 2/10/2020

Birth Anniversary of A. P. J. Abdul Kalam 15/10/2020

(as VACHAN PRERANA DIVAS)

Savitribai Phule Birth Anniversary 03/01/2021

Jijau Maa Saheb & Swami Vivekananda Birth Anniversary 12/01/21

Netaji Subhash Chandra Bose Jayanti 23/01/2021

Savitribai Phule Birth Anniversary 19/02/2021

Sant Gadge Baba Jayanti 23/02/21

Mahatma Jyotiba Phule Birth Anniversary 11/04/2021

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

7.2 - Best Practices

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

Best Practice :I

Title Of The Practice : Late Bhausaheb Varhade Competitive Examination Awareness

Programme

Objectives of the Practice :

- 1) To create the interest among students about competitive examination.
- 2) To aware the rural students about the competitive atmosphere generated in the present era.
- 3) To groom students for MPSC, UPSC and other competitive examinations.

The Context :

Our college is in rural area but in the vicinity of Amravati city. The majority of students of our college are from economically & socially backward community and proportion girls students is comparatively more. Now a day almost all post in government offices are filled by way of competitive examination. The students from rural area, economically and social downtrodden community are lagging behind in this examination. So to eradicate the inferiority complex from the minds of students towards the competitive examination, our college has been conducting these particular examinations.

The Practice :

Career guidance cell is established in college through this cell lectures and guidance of experts are organized on career avenues, competitive examination. Videos and lectures on career guidance and competitive examination are shown on interactive board in college. In addition to this four test based on competitive examination pattern were conducted. It usually contains 50 multiple choice questions carrying 02 marks each. The question in the examination covers on the subjects like English, Mathematics, General Knowledge, Mental ability study etc.

Evidence of Success :

Students get sensitized about the importance of competitive examination from the point of view of job in government sector. Most of the students appeared the examination of railways, staff selection commission, Zilha Parishad and other government sectors.

Problem Encountered and Resources Required :

Most of the students are pessimistic/ not interested to involve in this scheme as they thought the examinations are hard ,they are lagging behind the urban competitors in general knowledge and personal interviews etc. This year due to covid-19 pandemic only one such examination was organized in on line mode.

Best Practice :II

Title Of The Practice : Abhalmaya (Tree Plantation Programme)

Objectives of the Practice :

- 1) To aware the students and society about plantation of tree.
- 2) To make conscious in the conservation of environment.
- 3) To create eco-friendly atmosphere in premises of college.
- 4) To cultivate environment consciousness among the people of surrounding villages.

The context:

Environmental balance is the need of today. Man and surrounding nature have deep relation with each other , surface of earth should be clean and healthy. Animal creature, human beings suffer from pollution and climate change. One of the solution to pollution and climate change is plantation and conservation of trees .

The practice :

To popularize the culture of environment consciousness among the people of neighboring villages the college started the project "Abhalmaya". The responsibility of tree is given to students . Students planted the trees in their native villages . Teachers monitor progress and conservation of planted trees . In the academic session 2020-21 trees are planted at college premises, Fruit seedlings were distributed to the villagers of kamunja and nearby area.

Evidence of Success :

Due to increase in number of planted tree, the number of trees increased. The fully grown trees are protected by villagers. Sarpanch , Senior citizens, School teachers are also contribute in this project .

Problems encountered and resource required :

Lack of awareness among the society and students is the main hurdle in tree plantation programme. Due to deforestation we face the calamities of change in environment in the form of flood, drought etc but still the society is not aware about tree plantation.

As the target area of this tree plantation scheme is large (nearby villages) the college unable to protect each and every planted tree .

File Description	Documents
Best practices in the Institutional website	http://sgmmwalgaon.org/pdf/Best_Practice.pdf
Any other relevant information	http://sgmmwalgaon.org/pdf/7.2%20Best%20Practices.pdf

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

Sant Gadge Maharaj Arts, Commerce and Science College, Walgaon was established in the year 1991. The college was given the name Sant Gadge Maharaj college, after its source of inspiration and motivation of great social reformers Sant Gadge Maharaj. He is great social reformer and work for education of the masses, eradication of superstition in his life.

The college implement the adopted village scheme which distinctive to vision priority and thrust. In this scheme college selected Wazarkhed and Sawarkhed which have a population of 500 and 1200 respectively.

Objective of the scheme

- To sensitize the villagers about cleanliness, hygiene and environment protection.
- To suggest alternative ways for income.
- To aware villagers about socioeconomic developments.

Practice

At the beginning of every academic year the head of the committee prepare the annual action plan and submit it to the principle and sarpanch of that village .As per planning generally following programmes were organized in the adopted villages .

- 1) Tree Plantation .
- 2) Cleanliness Drive .
- 3) Eradication of plastic .
- 4) Hagandari mukta village
- 5) Rallies related to voting right, awareness of education etc.

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

The college follows the syllabus prescribed by university. For effective curriculum delivery teaching departments conduct their internal meetings and develop tentative academic plans. The syllabus is divided into units which are to be finished in stipulated time periods. Teachers after this submit the teaching plan based on the number of days required for teaching the syllabus prescribed by university and also the number of days required for to conduct internal examinations. Teacher's daily dairies are maintained and regularly checked by the principal. Feedback of teachers and students in this regard is collected and necessary action is taken. The meeting of the college council is conducted with the staff members of various departments. In this meeting various strategies are formed for effective implementation of the curriculum. The teachers are encouraged to impart the curriculum through innovative teaching methods such as Power Point presentation, assignments, discussion, workshops, seminars, industrial visits, apart from regular / traditional teaching method Remedial classes are conducted for slow learners and in the beginning of academic session Bridge Course is organized for first year students . College focus on continues evaluation of Teaching Learning Process by way Daily Dairies, Feedback, Internal examinations

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

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

The college is affiliated to Sant Gadge Baba Amravati University, Amravati and has to adhere to the academic calendar published by the University. Before the commencement of every academic year, the academic calendar committee prepare Academic Calendar, in consideration with affiliating university's

academic plan. The academic calendar is circulated among students, teachers, displayed on notice board and uploaded on college website. In consultation with head of the department time table of unit test (term examination) prepared and internal examination conducted. The academic calendar includes admission process duration, teaching schedule , probable university examination period, curricular and co-curricular activities. The schedule and activities given in academic calendar is almost followed by the college. Hence schedule of internal examinations, examinations conducted by university, teaching schedule, co-curricular activities of college are adherence with academic calendar.

File Description	Documents
Upload relevant supporting document	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

A. All of the above

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

1.2 - Academic Flexibility

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

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

03

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

02

File Description	Documents
Any additional information	View File
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

40

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

1.3 - Curriculum Enrichment

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

Gender Issues:

Reservation policies, constitutional provisions especially for women is taught in Political Science. Sex ratio, education of

child, social groups, urbanization , modernization and village surveys are practically exhibited through Sociology. In English and Marathi gender issues are tenderly revealed to the students. The issues of gender equality are best portrayed in poetry, short stories and prose

Environment and Sustainability

In, 'Environmental Studies', a compulsory subject for second year, faculty makes students aware of the basic components of environment and their applications in various fields. Institute implement the best practice of Abhalmaya (Tree Plantation Programme) through this activity environment consciousness inculcated among students and neighborhood society

Human Values:

Human Values are covered in curriculum of Political science, Home-Economics, Economics, History, Sociology, Marathi and English

Professional Ethics:

Every year on 5th September, Teachers Day is celebrated this programme is useful to aware the students and staff regarding professional ethics. Professional ethics are inculcated with the subjects like English, Marathi, Economics, and Political Science and Commerce. Communication and soft skill has a place in many of these courses.

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

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

13

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Institutional Data in Prescribed Format	View File

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

364

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students Teachers Employers Alumni**

B. Any 3 of the above

File Description	Documents
URL for stakeholder feedback report	http://sgmmwalgaon.org/pdf/Stakeholders%20Feedback%20on%20Syllabus.pdf
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	View File
Any additional information	View File

1.4.2 - Feedback process of the Institution may be classified as follows

A. Feedback collected, analyzed and action taken and feedback available on website

File Description	Documents
Upload any additional information	No File Uploaded
URL for feedback report	http://sgmmwalgaon.org/pdf/Stakeholders%20Feedback%20on%20Syllabus.pdf

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of students admitted during the year

566

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

526

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 Institute is in rural area. The most of our students belongs to socially downtrodden and economically weaker section of society. In the beginning of academic session freshers are assessed on their previous examination marks and objective test conducted by teachers. On the basis of this assessment slow learners and advance learners are identified.

Slow learners.

- Remedial coaching is conducted to develop the basic knowledge and performance in examination for slow learners to get them parity with average learners.
- Revision of the syllabus based on difficulty level is planned and executed by the concerned faculty.
- In Mentor- Mentee programme special attention is given by Mentor towards slow learners and mentor motivate them for study.
- In regular classes faculty members gave special attention towards slow learners, interacting with them. In addition to this unit test, assignments, viva etc conducted.

Advance Learners.

- To motivate advance learners and for healthy competition among them award scheme is implemented by college. These awards are sponsored by parent institute and faculty members.
- Session on career guidance and competitive examination organized.

File Description	Documents
Paste 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
566	13

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

Teachers focus on the activities of student centric methodologies in the teaching-learning process. Field-based student centric activities such as field visits, industrial visits, study tour, projects, bank visits and classroom-based experiential learning includes presentations, seminars, various types of group work, quiz, etc. are conducted.

Students are given opportunities to participate in Elocution Competitions, quiz competitions at various levels which improve their confidence and problem-solving abilities.

College also encourages the participation of students in Youth Festivals organized by SGBAU, Amravati. In order to promote creativity among students, the annual college magazine is published in which the students contribute their writings.

The college has provided the sports facilities to the students. Some of the sportspersons have represented University, Inter-zonal level competitions.

Certificate and Add on courses are run in the college that helps the students getting different skills.

Our college has connected with other institutes through MoUs

In this way college gives priority to the holistic development of the students outside the classroom through co-curricular, extra-curricular and field-based activities. In order to pursue the interest in their field of specialization, students' forum and committees are functional.

File Description	Documents
Upload any additional information	View File
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

The college has Interactive Board (Touch Screen with Projector and Presentation System) in Seminar Hall and three classrooms are well-equipped with the LCD projector and screen. The college issued separate PC to each department. The college has installed Wi-Fi facility for the students in the college campus. Further, Computer laboratory, English language "Orell Communication Software" is available for the student and teachers. All staff is well familiar with the latest ICT tools. Currently due to Covid-19, all teachers are conducting online teaching and examinations through zoom app and Google Form.

Language lab of college is very useful and supportive to our students for enhancing their communication skills and soft skills

All department use PPT and multimedia to simplify the syllabus in a more meaningful way. Faculty members effectively mix up the theoretical classroom teaching and practical exposure through you-tube videos.

Social media is skillfully used by the college teachers through its Whatsapp group. The institution encourages teachers to attend training programmes, workshops, seminars and conferences related to the ICT use for innovation in teaching learning.

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

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

13

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	No File Uploaded

2.4 - Teacher Profile and Quality

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

13

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

09

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

338

File Description	Documents
Any additional information	View File
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The internal assessment involves test, tutorials, seminars etc. The academic calendar prepared at the beginning of academic year, with tentative dates of internal examinations.

Accordingly, when the assessment of internal examination is done, the outcome for each student is discussed in classes by respective subject teachers and suggestion, guidance is given by the same for further improvement. The transparency is maintained by sharing answer sheets with students and the grievances of students regarding assessment, if any are addressed at the same time.

- The internal assessment are maintained through the following practices:
- The setting of question paper as per the university examination pattern.
- The in-house printing of the question papers.

- The students can verify the answer books.
- Two unit tests per semester based on theory syllabus is conducted.

Internal Marks allotment in University Examinations

As per the semester pattern accepted by SGBAU, Amravati internal marks of 10 to 40 marks are prescribed in each subject (Course). For this internal marks Class Test, Home Assignments, Record Preparation, Viva-Voce , Seminar Presentation , Field Visit etc. parameters are prescribed by respective Board of Studies. Subject teachers on the basis of above said parameters assign the internal marks transparently.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The grievances or problems of the students regarding the examination are addressed on two different levels viz. college and university level, depending on the nature of the issues. For this purpose College Examination Grievance Committee is formed which look after the examination related grievances. The college receives sometimes minor grievances from students. Any problem related to internal assessment is handled with the proper channel through the examination grievance committee. Whereas, any problem related to university examination assessments is forwarded to the university through the proper channel. The facility of photocopying, rechecking and re-evaluation is provided to the students according to the university norms. The examination committee always provides time-bound solutions for the queries raised by the students. All the problems are entertained without exception and are resolved within a reasonable time and transparency is maintained in solving the problem of the students so that students get satisfaction.

All the notices and the instructions about the examinations are displayed on the notice boards, circulated in the classrooms and also through student-teacher Whatsapp groups. In case of failure of students to find out his seat number or any other

problem, the examination committee provides proper help to the students.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

The institute follows the curriculum designed by the University. For the effective implementation and delivery of the curriculum, the college teachers have well-defined the Programme Outcomes (POs) and Course Outcomes (COs) for each programme offered by the institute. These outcomes were put forth in each departmental meeting and confirmed. Then they are uploaded on the college website. The students and teachers are made aware of these through the college website which enables students to know the expected outcome of the program and visualize the importance of that course. Teachers of every department interact with the students about what they are supposed to get at the end of each program.

In addition to this at the beginning of academic session a programme Know Your College is organized for BA/BCom I st year students. In this programme course outcomes are elaborated to them.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://sgmmwalgaon.org/pdf/Course%20Outcome.pdf
Upload COs for all Programmes (exemplars from Glossary)	View File

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

The IQAC has devised the mechanism for the evaluation of programme outcomes. The utmost care has been taken to make this mechanism transparent, scalable, and objective. The unique feature of this mechanism is that there is an excellent blending of subjective observation and objective assessment of the students' performance. For the desired outcomes, the college first organizes various activities to get outcomes and then does its evaluation in various ways. The Methods adopted for the evaluations of program outcomes and course outcomes are as follows:

Formative Assessment: As a part of the continuous evaluation the formative assessment of students' performance is conducted. This includes Home Assignments, Unit Tests, Surprise Tests, Seminars, Projects, Group Discussions, etc.

Summative Assessment: The performance of the students in university examination is the source to judge their summative assessments. This includes assessment in theory examination and practical examination.

The teachers also assess the development of students and their performance through observation. Through classroom interactions, question-answer sessions, personal counseling, etc. teachers evaluate the attainments of the students. The participation of the students in departmental activities, study tours, industrial visits, etc. also helps in gauging their growth

File Description	Documents
Upload any additional information	View File
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

104

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)

<http://sgmmwalgaon.org/pdf/Student%20Satisfaction%20Survey%202020-21.pdf>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

00

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

3.1.2 - Number of teachers recognized as research guides (latest completed academic year)

3.1.2.1 - Number of teachers recognized as research guides

08

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

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

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

Nil

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

3.2 - Innovation Ecosystem

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

Sant Gadge Baba Amravati University Recognize Research Center in four subjects viz commerce & Management, Marathi, Library Sci & Political Science. In this Academic Session 20 Research Scholars pursuing Ph.D. In these Subject. Out Of 13 Teachers in College 8 teachers recognize as Ph.D. Supervisor by SGBAU Amravati.

To inculcate the research culture & promote research activity among students research / survey project allotted to final year students. In academic session 2018-19 & 2019-20 two research Projects each were completed by students but in 2020-21 academic year due to covid -19 students physically not present in college hence this project this project were not under taken in this academic year students who are interested in creative writing are encourage by teachers and specially by language teachers to write articles, poems, shorts stories in college

magazine PEDHIMAY.

Seminar Hall is equipped with digital board & internet facility, in three classrooms LCD projected is installed, computer laboratory and English language is also available for students. Faculty members are encouraged to organize conferences. In this academic year four webinar organized. One workshop on research methodology is also organized by college.

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

3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

01

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

3.3 - Research Publications and Awards

3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

20

File Description	Documents
URL to the research page on HEI website	Nil
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	View File
Any additional information	View File

3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

09

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

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

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

02

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

3.4 - Extension Activities

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

The institute undertake various extension activities in neighborhood community to sensitize students and villagers to

social issues and work on their holistic development. Following extension activities are organized by college in academic year 2020-21.

1) Distribution of Educational Material

College Organize this activity on dated 21/12/2020 at Z. P. School, kamuja, dist Amravati. In this activity Educational Material such as Text books, note books & compass are distributed to students in this school. For this function economically backward students are specially invited .

2) Awareness on COVID-19

To Aware the villagers about Covid -19 Pandemic and Precautions taken to protect from this virus, sanitizer and Masks are distributed in Kamanja village.

3) Distribution of Fruit plant

To protect environment and to increase the number of trees, Plant seedlings are distributed to villagers of kamuaja village. In this activity 50 seedlings are distributed.

4) Water conservation

College organize programme on drip irrigation at adopted village Kamunja on Dated 05/10/2020. In this programme Sarpanch of Kamunja Village Shri. Nilesh Varhade is Present as chairman Dr. Sanjay Kale in this programme display the brochures' on drip irrigations to villagers. He also elaborated benefit of sprinkle irrigation, drip irrigation, subsidy from Government of Maharashtra

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

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

3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise 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

3.4.3 - 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

3.4.3.1 - 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

04

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 during the year (Data Template)	View File

3.4.4 - Number of students participating in extension activities at 3.4.3. above during year

3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year

335

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

3.5 - Collaboration

3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

03

File Description	Documents
e-copies of related Document	View File
Any additional information	No File Uploaded
Details of Collaborative activities with institutions/industries for research, Faculty	View File

3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

02

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has well equipped laboratories and classrooms with adequate facilities required for teaching-learning process. All the departments have physical and academic facilities for curriculum transaction. The total area of college campus is 15541 sqm and total built up area is about 599 sqm. The infrastructure of the institute includes Seminar Hall, Two Laboratories, Classrooms, Library, Ladies Common Room, Staff Room and adequate space for office.

The campus is enabled with Wi-Fi facility. The broadband internet facility is also available for the students in the library and computer laboratory. The separate computer laboratory is equipped with 24 computers. The college has 06 classrooms; out of these 03 classrooms equipped with LCD and internet facility which makes the teaching-learning process ICT enabled. The college has English language laboratory with English learning software Orell and language related e-learning material and equipment's for bringing the students closer to the global language. The library is having 6684 books, reference sources etc. The separate power generator is available for continuous power supply.

From security point of views CCTV are installed in each room and at important places in college. Security guard is appointed for security of vehicles ,college infrastructure and campus in night

File Description	Documents
Upload any additional information	View File
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.

Sport

College has a separate unit of Sport and Physical Education. It

has been consistently working towards the overall development of the students. Explicit spaces have been reserved for extracurricular / sports activities and made accessible it to students. College is participating in inter collegiate games such as Athletes, Volleyball, Badminton, Kabbadi etc.College sports players are selected in State, Zonal, Inter Zonal and All India Inter University sport events.

Infrastructure for cultural activities

The institution encourages students to participate in various cultural activities, events and University Youth Festival. Practice session of various cultural activities such as folk dance, street plays, skits, one act plays, mimes organize for students. A cultural committee takes care of the need of infrastructure required for these activities.

Participation in Youth festival

The institution participates in various events likes folk dance, skits, mimes, one act plays, street plays etc. Of youth festival organized by SGBAU,Amravati. For this participation, students get the training from expert of institution as well as outside.

Cultural Committee of college also organized regular activities such as birth/death anniversaries, debate competitions and in this progammes students take active part in organization and giving speech. Annual Gathering is also organized .

File Description	Documents
Upload any additional information	View File
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.

04

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)

0.71423

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

4.2 - Library as a Learning Resource

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

- ILMS Software for Automation : LibSoft develop by dotcom Infotech Pvt. Ltd. Amravati (M.S.)
- Nature of Automation : Partially Automated. All Books and Students/Users Database Created in LibSoft Software, Issue return of books and Report Generation
- Version : 1.0
- Year of Automation : 2012
- Software Modules & Work through ILSM :
 - Member : Registration and Deletion of members/users
 - Catalogue : Data entry of different types of documents such as Books, Thesis, Journals etc.
 - Circulation : Issue Return of books, Reservation of books, Books verification etc.

- On-line Public Access Catalogue (OPAC): OPAC support search from different access point such as Author, Title, Subject etc.
- Report : Different types of reports generated such as Issue, Return, Title wise list of books, Subject wise list of books, Book Purchase report and various statistical report etc.

File Description	Documents
Upload any additional information	View File
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

B. Any 3 of the above

File Description	Documents
Upload any additional information	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.42734

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

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

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

9.23

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

4.3 - IT Infrastructure

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

The college has well-established mechanism for upgrading and deploying Information technology infrastructure. The college, first, assesses the needs, number of students and staff and other end users. The provision is made in the budget for annual maintenance and service provider (vendor) hire for maintaining hardware and Information Technology infrastructure of the campus. Institution frequently updates its IT facilities including college website www.sgmmwalgaon.org.

- 3 Classrooms have been equipped with LCD Projectors.
- 1 Seminar Hall has Interactive Board (Touch Screen with Projector and Presentation System) with internet facility.

The college has 40 computers with access to internet which are updated with latest versions of essential software's . The computers in computer laboratory and office connected with Wi-Fi and LAN facilities. For major disorder and damage, computer technicians and service providers are hired for the up keeping and replacement. The Wi-Fi facility is provided to all over campus for all stake holders in free-of-cost.

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

4.3.2 - Number of Computers

40

File Description	Documents
Upload any additional information	View File
List of Computers	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

1.36695

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

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

Various working committees are formed to decentralize the work of college. Committees such as Library Advisory Committee, Sports Committee, ICT Committee, Building Construction Committee, Purchase Committee, College Premises Committee etc. specially look after maintaining and utilizing physical, academic and support facilities. Committees give feedback about the facilities and necessary improvement/updation to Principal and IQAC. Principal put it in College Development Committee (CDC). In CDC decisions were taken for the improvement in these facilities.

While carrying out overall assessment of facilities special attention is paid to the need of up gradation and updating of the above said facilities. The Staff Council Committee and Academic Calendar Committee look after smooth functioning of the academic works and facilitates. Building Construction Committee looks after proposed new construction, extension and repair of building. College Premises Committee looks after the maintenance of premises. Library Advisory Committee takes decisions about purchase of Books/Information sources and up gradation and updating of library services. The department of physical education and sports committee looks into sports facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	http://sgmmwalgaon.org/pages/maintenance_policy_procedure.php

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

167

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefitted 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 benefitted by scholarships, free ships, etc provided by the institution / non- government agencies during the year

00

File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefitted 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	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

A. All of the above

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded
Details of student placement during the year (Data Template)	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

21

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

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

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

0

File Description	Documents
Upload supporting data for the same	No File Uploaded
Any additional information	No File Uploaded
Number of students qualifying in state/ national/ international level examinations during the year (Data Template)	View File

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.

02

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

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

The Maharashtra Public University Act 2016 came in to force from 1st March 2017. Affiliating S.G.B. Amravati university, Amravati is in the process of preparing the norms and guidelines for the election of student council and due to COVID 19 Pandemic Maharashtra Government not given permission to conduct student council election . Therefore in 2020-21 student council was not formed.

Students are the integral part of academics as well as other activities of college. The college provide opportunity to students to groom their personality through involvement in organization of college activities and programmes. The students are the members of almost all committees such as Internal Quality Assurance Cell, Library Advisory Committee, Sports Committee, Cultural and Gathering Committee etc. Through the representation on Committees College provide platform to students to put forth their ideas and working experience. College provides all expenses for annual gathering and prize distribution. College also motivates students by giving cash

prizes to subject toppers students in university examination.
This scheme was sponsored by college teachers.

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

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

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

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

Alumni Engagement

The alumni association of college is registered as "Sant Gadge Maharaj Maji Vidyarthi Sangh". Alumni association registered under the Mumbai Public Trust Act 1950 (BM XXXIX of 1950) at the public trust registration officer of Amravati on the date 08/12/2017, with registration no. as F0026671 (AMR). The office bearers of alumni association are, Shri Vaibhav P. Junghare (President), Shri. Dinesh M. Kurhekar (Vice President), Shri Vishal D. Nirmal (Secretary) and other 08 alumni are members of executive committee of association.

Account of association is open in bank and donations given by alumni are deposited in this account.

Regular Alumni Meetings

The alumni association works under the guidance of principal and alumni committee. Meetings of alumni associations are organized with committee convener and principal. Issues related to college development and facilities for existing students are discussed in alumni meeting. The alumni members visits college and give feedback on the development and overall performance of college.

An Annual Alumni Meet :

An annual meet of alumni of college is organized in each academic year. In this meet alumni share their views and interact with college students, which is a good experience for college students.

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

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

At the beginning of the every academic year, academic calendar is prepared as per policy vision, mission and goals and different committees are formed and entrusted with responsibilities of various activities for smooth conduction throughout the year. The Management and the Principal conduct regular meetings and address the teachers about their

responsibilities. The head of departments conducts departmental meetings for timely organization of activities and active participation of all members of department. The Principal, by conducting the term meetings, monitors the teaching-learning process. In College Development Committee (CDC) meeting, feedback of teachers, students, alumni on curriculum discussed and accordingly, if necessary reforms are made. The Principal is the head of the institution and he works with vision, missions and goals of the institution. He performs the following functions such as planning accurately for future, deploying all resources for execution, monitoring the entire process etc. According to the need of the society, the institution prepares the perspective plan in which the emphasis is given on the academic, co-curricular and extra-curricular activities along with programmes related to societal services benefitting rural masses in the region.

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

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

Decentralization & Participative Management

To decentralize the day to day working of college, 32 working committees were formed. Through these committees every faculty member involved in decision making.

In Academic Year 2020-21, it was decided to organize conferences/seminars. It was first discussed in IQAC meeting later on College Development Committee approved it. Due to Covid - 19 pandemic situation it is decided to organize these conferences in online mode. College organize four webinar

1) One Day Interdisciplinary National E-Conference on "Ongoing Transmissions in Social Economic Aspects and In the field of Literature On Account of COVID 19" Dt. 18/07/2020

2) Webinar on Women Counselling "JAGRUTI" on Dt. 24/07/2020.

3) National Level Webinar on "Assessment and Accreditation

Process with Revised Guidelines" on Dt. 06/09/2020

4) Intercollegiate level e-workshop of "Redressal Cell for Women & Webinar of English". Dt. 13/09/2020

In organization of these webinars all the faculty members and non teaching staff involved. The Management and Principal motivated the coordinator of webinar and gave every possible support and this is the best example of participative management.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The IQAC through deliberations with the stakeholders made a perspective plan for the development of academic, administrative and infrastructural facilities and approval was taken from CDC.

Commencement of Master of Commerce (MCom) Programme

Alumni, Final year students and Parents suggested to start post graduate courses in college. In respect of these suggestions principal put this issue in IQAC and CDC. After the approval of CDC, a detailed proposal to start Master of Commerce is submitted to Higher Education Department, Maharashtra Government through affiliating university.

This proposal was approved by concern authority and MCom programme started from academic year 2020-21 academic session.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	http://sgmmwalgaon.org/pdf/Perspective%20Plan.pdf
Upload any additional information	View File

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

The College is governed by Late Babasaheb Varhade Education Society ,Amravati. The institutional leadership has always been participatory. The C.D.C. and IQAC finalize academic, administrative and infrastructural development plans of the college.

Administrative setup:

In the administrative set up the Principal is at the commanding position. The Principal prepares the annual budget in consultation with the faculty and the management. Under the guidance of the Principal, the IQAC cell looks after the task of IQAC. The HODs look after departmental affairs. There are various working committees to make teaching-learning process effective, to run the college smoothly, and to carry out curricular, co-curricular and extension activities. Apart from the teaching staff, there is administrative staff to look after the administrative affairs. The Head clerk work under the supervision of the Principal. The official work such as admission, examination, accounts, and finance are decentralized among the senior clerk and the junior clerk.

Service Rules:

The Service Rules , recruitment and promotional procedures are followed as per the guidelines of SGBAU, Amravati, State Government of Maharashtra and UGC New Delhi. If a faculty has any complaint, he or she can apply to the Grievance Redressal Committee.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the institution webpage	http://sgmmwalgaon.org/pdf/Organogram%20of%20the%20Institute.pdf
Upload any additional information	View File

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

D. Any 1 of the above

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

6.3 - Faculty Empowerment Strategies

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

Institution believes in the contribution of the employees towards the overall development and progress of the college. The college offers worthwhile welfare schemes to all the teaching and non-teaching staff to ensure and boost their work culture and efficiency

The following welfare schemes are available in the college for teaching and non-teaching staff:

Loan Facilities: The College freely allows staff to avail Loan facilities from various banks such as; Housing Loan ,Vehicle Loan , Personal Loan.

Credit Co operative society "Dr Bhausahab Varhade Karmachari Sahakari Pat Sanstha" is established by the all staff members

of parent society. All the staff members contribute specific amount monthly. In emergency this credit society also provide loan within a time frame of one day.

Medical Reimbursement: The faculty and staff members receive the medical expenses incurred from the state government. Such proposals are forwarded through the college.

Appreciation of staff - Distinct achievement of staff is appreciated in the form of felicitation .

Leave Facilities: Following leave facilities provided to staff as per the leave norms such as:

- Study Leave
- Duty Leave
- On Duty Leave
- Medical Leave
- Paternity Leave
- Average Pay Leave
- Earn Leave
- Casual Leave

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

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

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

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)	No File Uploaded
Upload any additional information	View File
Details of teachers attending professional development programmes during the year (Data Template)	View File

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

The institution has a system for assessment of the yearly performance of the teaching and non-teaching staff members. The University as per guidelines of UGC has generated proforma known as the Performance Based Appraisal System. The college has formed Academic Performance Indicator (API) Screening Committee which looks after the appraisal system.

Mechanism:

Before the end of an academic year, the API forms are given to the teaching staff to fill in individual information. A stipulated time is given for the submission of the same to the Academic Performance Indicator Screening Committee. The filled forms are submitted to this committee with all enclosures for assessment and evaluation. The committee verify the information and then submit them collectively to the principal with proper remarks. The Principal then verifies the information given and gives his remarks.

Performance Appraisal System for non-teaching staff:

Confidential reports of the overall performance of the non teaching staff is prepared by Principal .

CAS of Teaching Staff

The screening committee collects information about the due promotions of teachers and office makes correspondence with university and JD, Higher Education for CAS committee. After

the approval of CAS committee the proposal for promotion is submitted to concern authority.

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

6.4 - Financial Management and Resource Mobilization

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

Late Babasaheb Varhade Education Society, Amravati, the mother institution has a well formulated policy and mechanism to monitor effective and efficient use of financial resources. The annual budget is prepared well in advance after considering needs and requirement of the college. Every department activities, extra curricular working committees submit a priority list of requirements of the next academic year.

The purchase committee makes the purchasing with the norms laid down by the management and government. The college has internal and external audit. Mechanism to monitor the proper utilization of the budget. It is monitored regularly by the management.

Internal Audit : All the expenditure made by college is recorded in Cash Book and Ledger Book. The audit of expenditure of college is done by Chartered Accountant appointed by management of institution.

The external audit is carried out by the joint Director Higher education. The senior auditor and the auditor General of the Maharashtra state.

Resources mobilization policy is the process to know the resources essential for the development implementation and continuation of works for achieving the institute's mission and its action plan. It means mobilization of knowledge, use of skills, equipment, services etc, maximum use of available resources.

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

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

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

0

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

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

The resources are useful for any Institution to develop and promote the academic ambience in the campus. The College gets the financial assistance from the Government in the form of salary grants for aided courses only. Besides, the College also received the UGC grants under various schemes in 11th and 12th plan . The salary grants are spent on the staff members as per the norms of the Government and the assessment has been done by the Director and the Joint Director of Higher Education Office.

Fees collected from students are spent on different heads of non salary like library, sports, extracurricular activities etc. Institution also gets fund for NSS scheme and internal and external audit is done of the same. For proper utilization of funds a budget is prepared in the beginning of academic session and purchase committee follows all the financial rules while purchasing.

The audited statements of Income and Expenditure are prepared by the Chartered Accountant which is necessary as per the

guidelines of the state government.

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 college has constituted IQAC to ensure quality sustenance and quality enhancement in its functioning. The IQAC developed an awareness system for consistent development in overall performance of institution. During the post accreditation period, it channelized efforts and takes measures towards promoting quality culture in achieving excellence.

IQAC suggest number of quality assurance strategies and process. Introduction of Add on courses and Recognition of PhD Research Center in Four Subjects are the examples of this.

1) College started two add on courses to boost skills of students to meet the market demands and overall personality development. These courses empower the students to get self employment. The institute also organized workshops and guest lectures for students to enhancing their skills. These courses received good response from students.

2) College submit proposal to Sant Gadge Baba Amravati University, Amravati for recognition of PhD Research Centre in the subject Commerce and Management, Political Science, Library Science and Marathi. The affiliating university gave recognition as research centre and at present in these research center 19 students registered for PhD.

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

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

Mechanism to Monitor Teaching-Learning Process:

IQAC led down following procedure for effective teaching learning process :

- Academic calendar at college level and department levels are prepared.
- Annual teaching plan is prepared for curriculum delivery by every teacher at the beginning of the year
- This plan is also shared with the students and monitored by respective HODs and the head of the institute of the College.
- At the end of each semester, the IQAC collects the teachers' diaries, completion of the syllabus etc. which help us in reviewing this process effectively

Use of ICT in Teaching -learning:

On the basis of the feedback received from faculty and students and as per guidelines and expectations of NAAC the institute has introduced ICT enabled technology in teaching-learning process. For achieving this goal, the IQAC has taken efforts to improve these facilities in the institute:

- Internet and WI-FI facilities were made available.
- LCD projectors were installed in classrooms.
- Faculties were encouraged to develop PPTs and other learning materials and the outcome is promising to the college.
- Online resources are made available for teachers and students, the library has equipped with NLIST and Internet.

File Description	Documents
Paste link for additional information	http://sgmmwalgaon.org/pdf/1.1.1%20Effective%20Curriculum%20Delivery.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the

B. Any 3 of the above

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

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	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has co-education system, without any discrimination about their gender, the college provides equal opportunities to both boys and girls on various platforms, for example admission, NSS, cultural activities, sports and extension activities.

Safety And Security

The college ensures the total safety of girls students in the campus. The college has discipline committee for continuous monitoring the security in the campus. The college campus is fully covered with CCTV.

Lectures/Special Talks

College organizes lectures of eminent personalities to create legal awareness, gender sensitivity and highlights social

problems such as women safety, dowry, women's health, and cyber-crime and cyber-security.

Counseling

Staff members motivate the students to improve their overall personality. Through Mentor-Mentee scheme the mentor follows the development of the mentee by providing personal counseling at the different stages.

Common Room

The college provides separate common room for girls.

Complain Box

The campus is set with a complain box, to collect any suggestions or any complaint from female staff and girl students concerning any abuse or harassment.

Various Redressal Committees

The college has committees to monitor and address safety, security and social issues like Anti-ragging Committee, Sexual Harassment Committee and Grievance Redressal Committee.

File Description	Documents
Annual gender sensitization action plan	http://sgmmwalgaon.org/pdf/Gender%20Sensitization%20Action%20Plan%202020-2021.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://sgmmwalgaon.org/pdf/7.1.1%20Specific%20Facilities%20Provided%20for%20Women.pdf

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

D. Any 1 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

Solid Waste Management: For the collection of regular solid waste (Dry and Wet) Dust bins are kept at different places in the campus. The collected solid waste is handed over to Grampanchayat ,Walgaon time to time for proper disposal and recycling. Waste from plants such as leaves collected and dumped at compost manure pit for preparation of organic compost. This organic fertilizer is used for the growth of the plant in the college premises.

- Separate dustbins are available in departments, Office, Staff room and Corridors of the college.
- For paper waste management we use one side blank paper for printing and for other written works.
- Paper waste - The library material like old newspapers and magazine, old assignment books etc. are sold to the vendors for proper recycling.

Liquid Waste Management:

Waste water of Wash room and Drinking water is used for plants.

Hazardous Chemical Waste Management:

Damaged battery's in UPS and Inverters are sold to approved vendors for proper recycling

E-waste Management:

In college number of electronics and allied equipments are used. These equipments such as computer spare parts, electric etc. are safely stored and given to authorized dealer for recycling.

File Description	Documents
Relevant documents like agreements / MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	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	No File Uploaded

7.1.5 - Green campus initiatives include

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

- 1.Restricted entry of automobiles**
- 2.Use of bicycles/ Battery-powered vehicles**
- 3.Pedestrian-friendly pathways**
- 4.Ban on use of plastic**
- 5.Landscaping**

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Various policy documents / decisions circulated for implementation	No File Uploaded
Any other relevant documents	No File Uploaded

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	A. Any 4 or all of the above
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File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	View File
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above
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File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

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

As mentioned in the vision and mission of the college, we are committed to provide educational opportunities irrespective of the caste, creed and gender.

Socio-Economic Diversities :

Though, students of this college come from different social backgrounds and economic statuses, they are treated equally irrespective of their diversity. The students belonging to SC, ST, OBC, VJ, NT etc. are treated on par with general category students. All students participate fully in the teaching and learning process, various college activities and extension activities and enjoy their student life. The staff of the college also belongs to various cast and religion with different cultural backgrounds and socio-economic diversities. The staff work as a homogeneous team.

The college regularly organizes different activities for inculcating the values of tolerance, harmony towards cultural diversities. The college is in rural area. Its activities have a very positive impact on the society's cultural & communal thoughts directly.

The college celebrate birth anniversary of national leaders, the speakers on this occasion throw light on the teachings of national unity, integrity and communal harmony.

Language: The college magazine Pedhimay accepts and prints articles in various languages. Marathi department organize Marathi Bhasha Din

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

College celebrates Constitutional Day every year on 26th November with great zeal and grandeur. The Preamble of the constitution is read by the principal of the college followed by the students and teachers. The Birth Anniversary of Dr Babasaheb Ambedkar, architect of Indian constitution is celebrated at the college. The eminent speakers are invited on this occasion who throws light on the human values and constitutional obligations.

Every year, on 26th June, the birth anniversary of Ch. Shahu Maharaj is celebrated as 'Social Justice Day' in the college. The National Unity Day is also celebrated every year in the college on the occasion of Birth anniversary of Sardar Vallabhbhai Patel.

The fundamental rights and duties, Citizen's Charter, National Anthem, and Pledge etc. are clearly prescribed in the BA and MA Political Science syllabus. It reflects the strong attachment of the students towards the values of Indian Constitution. Our institution had arranged number of programs such as Voter Awareness Rally, Blood Donation etc. covering freedom of expression through which the students can get courage to express them. In Covid 19 Pandemic college students carried out activities like distribution of food grains, importance of Cleaning and Hygiene, distribution of masks etc.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	http://sgmmwalgaon.org/pdf/7.1.9%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution%20to%20the%20constitutional%20obligations.pdf
Any other relevant information	http://sgmmwalgaon.org/pdf/7.1.9%20Sensitization%20of%20students%20and%20employees%20of%20the%20Institution%20to%20the%20constitutional%20obligations.pdf

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

A. All of the above

monitor adherence to the Code of Conduct
Institution organizes professional ethics
programmes for students,
teachers, administrators and other staff
4. Annual awareness programmes on Code
of Conduct are organized

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

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

The college organizes and celebrates various International , National and Regional days to inculcate human values and communal integrity amongst the students. The college pays tributes to all the national heroes on their Birth and Death anniversaries. The college organizes activities on these days of national importance to recall the events or contributions of our leaders in building the nation and imbibe moral and ethical behavior among students in their professional and personal lives. Due to COVID-19 Pandemic, many events/programme could not be organized this year.

National and International Days :

International Yoga Day

Independence Day

Republic Day

Teachers' Day

NSS Day

Constitutional Day

Maharashtra Din

International Women's Day

Birth/Death Anniversary of Great Indian Personalities:

Dr.Bhausahab Varhade Jayanti 14/09/2020

Mahatma Gandhi / Lalbahadur Shastri Jayanti 2/10/2020

Birth Anniversary of A. P. J. Abdul Kalam 15/10/2020

(as VACHAN PRERANA DIVAS)

Savitribai Phule Birth Anniversary 03/01/2021

Jijau Maa Saheb & Swami Vivekananda Birth Anniversary 12/01/21

Netaji Subhash Chandra Bose Jayanti 23/01/2021

Savitribai Phule Birth Anniversary 19/02/2021

Sant Gadge Baba Jayanti 23/02/21

Mahatma Jyotiba Phule Birth Anniversary 11/04/2021

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

7.2 - Best Practices

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

Best Practice :I

Title Of The Practice : Late Bhausahab Varhade Competitive

Examination Awareness

Programme

Objectives of the Practice :

- 1) To create the interest among students about competitive examination.
- 2) To aware the rural students about the competitive atmosphere generated in the present era.
- 3) To groom students for MPSC, UPSC and other competitive examinations.

The Context :

Our college is in rural area but in the vicinity of Amravati city. The majority of students of our college are from economically & socially backward community and proportion girls students is comparatively more. Now a day almost all post in government offices are filled by way of competitive examination. The students from rural area, economically and social downtrodden community are lagging behind in this examination. So to eradicate the inferiority complex from the minds of students towards the competitive examination, our college has been conducting these particular examinations.

The Practice :

Career guidance cell is established in college through this cell lectures and guidance of experts are organized on career avenues, competitive examination. Videos and lectures on career guidance and competitive examination are shown on interactive board in college. In addition to this four test based on competitive examination pattern were conducted. It usually contains 50 multiple choice questions carrying 02 marks each. The question in the examination covers on the subjects like English, Mathematics, General Knowledge, Mental ability study etc.

Evidence of Success :

Students get sensitized about the importance of competitive examination from the point of view of job in government sector. Most of the students appeared the examination of railways,

staff selection commission, Zilha Parishad and other government sectors.

Problem Encountered and Resources Required :

Most of the students are pessimistic/ not interested to involve in this scheme as they thought the examinations are hard ,they are lagging behind the urban competitors in general knowledge and personal interviews etc. This year due to covid-19 pandemic only one such examination was organized in on line mode.

Best Practice :II

Title Of The Practice : Abhalmaya (Tree Plantation Programme)

Objectives of the Practice :

- 1) To aware the students and society about plantation of tree.
- 2) To make conscious in the conservation of environment.
- 3) To create eco-friendly atmosphere in premises of college.
- 4) To cultivate environment consciousness among the people of surrounding villages.

The context:

Environmental balance is the need of today. Man and surrounding nature have deep relation with each other , surface of earth should be clean and healthy. Animal creature, human beings suffer from pollution and climate change. One of the solution to pollution and climate change is plantation and conservation of trees .

The practice :

To popularize the culture of environment consciousness among the people of neighboring villages the college started the project "Abhalmaya". The responsibility of tree is given to students . Students planted the trees in their native villages . Teachers monitor progress and conservation of planted trees . In the academic session 2020-21 trees are planted at college

premises, Fruit seedlings were distributed to the villagers of kamunja and nearby area.

Evidence of Success :

Due to increase in number of planted tree, the number of trees increased. The fully grown trees are protected by villagers. Sarpanch , Senior citizens, School teachers are also contribute in this project .

Problems encountered and resource required :

Lack of awareness among the society and students is the main hurdle in tree plantation programme. Due to deforestation we face the calamities of change in environment in the form of flood, drought etc but still the society is not aware about tree plantation.

As the target area of this tree plantation scheme is large (nearby villages) the college unable to protect each and every planted tree .

File Description	Documents
Best practices in the Institutional website	http://sgmmwalgaon.org/pdf/Best_Practice.pdf
Any other relevant information	http://sgmmwalgaon.org/pdf/7.2%20Best%20Practices.pdf

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

Sant Gadge Maharaj Arts, Commerce and Science College, Walgaon was established in the year 1991. The college was given the name Sant Gadge Maharaj college, after its source of inspiration and motivation of great social reformers Sant Gadge Maharaj. He is great social reformer and work for education of the masses, eradication of superstition in his life.

The college implement the adopted village scheme which distinctive to vision priority and thrust. In this scheme college selected Wazarkhed and Sawarkhed which have a

population of 500 and 1200 respectively.

Objective of the scheme

- To sensitize the villagers about cleanliness, hygiene and environment protection.
- To suggest alternative ways for income.
- To aware villagers about socioeconomic developments.

Practice

At the beginning of every academic year the head of the committee prepare the annual action plan and submit it to the principle and sarpanch of that village .As per planning generally following programmes were organized in the adopted villages .

1) Tree Plantation .

2) Cleanliness Drive .

3) Eradication of plastic .

4) Hagandari mukta village

5) Rallies related to voting right, awareness of education etc.

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

7.3.2 - Plan of action for the next academic year

1. To organize conferences/ Workshops.
2. To start Post graduate programme in the subject Sociology and Political Science (Subject to Maharashtra Government permission).
3. To construct two classrooms.
4. To organize various programmes in nearby area to sensitize villagers about tree plantation, Cleanliness, various schemes of government etc.
5. To host inter colligate tournaments of univesity.