



SELF STUDY REPORT

FOR

3rd CYCLE OF ACCREDITATION

SHRI SAMARTH ARTS AND COMMERCE COLLEGE ASHTI

MORSHI ROAD ASHTI TA. ASHTI. DIST. WARDHA 442202
442202

www.samarthcollegeashti.ac.in

Submitted To

NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL

BANGALORE

May 2023

1. EXECUTIVE SUMMARY

1.1 INTRODUCTION

Before presenting executive summary, a brief note on history and background of our college is deserving. Shri Samarth Arts and Commerce College is situated in Ashti, a small taluka place in Wardha district. Although a small place, Ashti has glorifying history of martyrdom during freedom struggle of 1942. Six martyrs fell victims to cruelty of police firing on 16th August 1942. The people of Ashti have kept alive the memories of this sacrifice for independence.

As other small towns elsewhere in rural area, Ashti did not have educational facilities during British period. A middle school was established by British government. But facility of high school education still remained a dream for people of Ashti.

This dream was realized as Late Shri. Tatyasaheb Deshpande along with a few dedicated personalities came forward and established Shri Samarth Shikshan Prasarak Mandal. The society established Lokmanya High School on 23rd July 1956 i.e. Lokmanya Tilak's birth anniversary.

Shri Samarth Shikshan Prasarak Mandal took a step forward and established Shri Samarth Arts and Commerce College in 1989 to provide facilities of higher education in rural area. The college is serving the purpose since last 33 years. It upholds its vision of holistic development of students. The college was included u/s 12B of UGC Act in 2006.

The college runs two undergraduate programmes namely Bachelor of Arts and Bachelor of Commerce and it is permanently affiliated to R.T.M. Nagpur University. College Development committee, Internal Quality Assurance Cell and Staff Council are active for smooth functioning of the college. The college works in a decentralized and participatory manner with co-operation from all stakeholders. Various committees are formed to carry out academic, extra- curricular and co-curricular activities.

The college has a big playground for outdoor games. It has a good library with a number of text books and reference books. A computer laboratory is available for students.

The college remains active in extension activities through National service Scheme. It has also conducted remedial coaching and mentor scheme as student support.

The college is making efforts to adapt to new educational environment under NEP -2020.

Vision

Vision of Institution

We aspire to achieve academic excellence by inculcating sincerity, integrity and discipline in pursuit of knowledge. We strive to make students efficient and self reliant to face challenges in competitive world.

Mission

Mission of Institution

1. To create ambience for healthy teaching-learning process.
2. To create infrastructural facilities for students.
3. To promote research temperament among students and teachers.
4. To encourage sports and extra- curricular activities.
5. To strengthen process of women empowerment.
6. To promote ICT technology in teaching learning process.
7. To train students for global competence.
8. To develop communication skill.
9. To encourage spirit of co- operation and team work.
10. To impart education for skill development of learners.
11. To contribute to society through extension activities.
12. To facilitate students and teachers to understand the dimensions of NEP-2020 for achievement in life.

1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

Institutional Strength

Institutional Strength

1. The college has a clear vision ‘to achieve academic excellence and inculcate discipline and integrity in students.’
2. The parent society is the source of inspiration for the college. It supports and encourages the college in all areas of development.
3. The college has qualified and experienced staff. It encourages students to participate extra-curricular and co-curricular activities.
4. The teachers have implemented mentor scheme to develop a supporting relationship with students.
5. A good number of text books and reference books is available in college library.
6. The college has engaged a number of extension activities through NSS and lifelong learning and extension of RTM Nagpur University.
7. Teachers use student centric teaching methods in teaching –learning process.
8. The college makes efforts for provide scholarship benefits to students.
9. Career and counselling cell has taken initiatives to guide for competitive examinations.
10. Spacious playground is available for outdoor sports and games events.
11. There is peaceful and disciplined campus atmosphere.
12. The college arranges programme for gender sensitization.

Institutional Weakness

Weakness of the Institution

1. There is gradual decrease in students’ enrolment.
2. Students have low performance in university examination.

3. There is low output by faculty in research area.
4. There are vacant posts of full time faculty and non – teaching staff.
5. There are less outcomes in sports activity.
6. There is less use of ICT by teachers.
7. There is insufficient development sports infrastructure.
8. The response from parents and alumni is low.
9. The drop-out rate of students in the college is significant.
10. There is inadequate utilization of library resources by students.

Institutional Opportunity

Institutional Opportunities

1. To increase the students' enrolment in college.
2. To facilitate more use of resources by students
3. Introduction of career oriented and skill based courses.
4. Developing good infrastructure in sports activity.
5. Developing infrastructure for spacious library and reading room.
6. To develop ICT facilities for students and teachers.

Institutional Challenge

Institutional Challenges

1. Competition from professional and non-professional educational institutions in surrounding area.
2. Reducing dropout rate of students.
3. Encouraging faculty to undertake research activity
4. Improving academic performance of the students.
5. Improving communication and professional skills of the students.
6. To achieve excellence in sports activity.

1.3 CRITERIA WISE SUMMARY

Curricular Aspects

Shri Samarth Arts and Commerce College runs Bachelor of Arts and Bachelor of Commerce programmes of three years duration as prescribed by R.T.M .Nagpur University.

The college decentralizes responsibilities and forms various committees for carrying out various functions. The committees draft plans of activities and IQAC co-ordinates these plans to prepare academic calendar of the year.

The time tables of classes are prepared at beginning of the sessions. All teachers prepare subject-wise teaching

plans which contains number of units, allocation of lectures and internal evaluation. They maintain daily diaries to keep record of teaching-learning process. As four posts of fulltime teachers are vacant in college, the college has appointed clock hour basis teachers in accordance with rules of State Government rules to avoid academic loss of students.

The curriculum implementation is reviewed in staff council meeting under chairmanship of the Principal.

The college conducts programmes to orient students on cross-cutting issues of society like women's safety, gender equity, environmental consciousness, social health, etc. These initiatives enrich the outlook of students to issues of human life.

The college has conducted a short-term value added course in "Environmental Consciousness" during the 2019-20 to create awareness about environment among students.

The college organizes sports and cultural activities to encourage students' potential. It also arranges programmes to inculcate constitutional values and obligation among students. NSS unit organizes many initiatives for students' participation in community engagement. The college has implemented mentor scheme to look after issues of students in academic and support facilities.

Internal assessment of students is based on their participation in classroom activities. It includes unit tests, class room seminars, mock interviews, poster display, quiz etc. All teachers maintain student's evaluation reports for effective and transparent process.

The college has introduced semester wise test examination to bring about improvement in students' writing skills and comprehension ability.

The college conducts students' feedback to assess their responses on teaching –learning process. It makes efforts to create awareness in students about New Education Policy 2020 so that they can set path of their career progression in new era of education.

Teaching-learning and Evaluation

The college ensures wide publicity of admission process at beginning of academic year. The prospectus of college contains information on admission process, scholarships and other activities. It is available on institutional website. The admission process is not based on merit list as number of seats remain vacant every year. Hence college follows first –come- first-serve policy in admission process. Most of the students in our college belong to economically backward classes and rural area. Eligible Students from all categories are provided GOI scholarships as per Government norms. The college organizes Students' Induction Programme for newly admitted students to acquaint them with available facilities and activities in the college.

The teachers apprise students of learning outcomes of courses before beginning of teaching process. The programme and course outcomes are stated in college website. The attainment of learning outcomes of students is evaluated by teachers

The internal evaluation of students' performance is done by teachers in accordance with the norms set by R.T.M. Nagpur University. The evaluation methods include regular unit tests, seminars, home assignments and viva .The process is transparent as students are shared the outcomes of their performance by faculty. The

college has introduced semester wise test examination from 2021-22 in the college to improve the performance of students in university examination. The teachers makes subject wise analysis of university examination results in order to assess performance of students.

Teachers make efforts to improve overall performance of students in examinations. Various students centric initiatives such as poster presentation, PPT presentation, question bank, mock interviews are conducted by teachers. The library organizes a book exhibition every year to encourage reading habit in students. The college has conducted remedial coaching for students for improving their academic performance.

The college encourages teachers to enhance use of ICT based audio –visual aids in classroom teaching. They are also encouraged to participate in short term courses to get acquainted with new pedagogical techniques of teaching. They should be well prepared to adopt the changes introduced under NEP 2020. The college also conducts feedback from students which is helpful for realizing their expectations.

Research, Innovations and Extension

Seven teachers of the college have been awarded Ph.D. degree. The college encourages to faculty engage in research and participate in conferences and seminars at state and national levels. The college has subscribed INFLIBNET for research purpose. One teacher has published two research papers in national conference proceedings.

NSS unit is active in carrying out a number extension activities in and outside college campus. It regularly organizes special seven days residential camp in villages around Ashti. The unit contributes to public health and hygiene initiatives through participating in cleanliness drive, plastic waste collection and disposal drive, Sickle cell diagnostic camp, AIDS awareness campaign, Leprosy detection survey etc. organized by State Govt. authorities from time to time. The unit regularly organizes blood donation camps in collaboration with Dr. Hedgewar Blood Bank, Nagpur. It gives message of need for blood donation in rural area. NSS also co-operates local bodies of State Govt. in programmes like tree plantation and road safety awareness campaign.

NSS has contributed to social service during COVID-19 lockdown period. These initiatives are as follows : (a) NSS volunteers circulated pamphlets on awareness about health care in villages around Ashti. (b) They prepared handmade masks and distributed them in slum area in Ashti. (c) They co-operated in maintaining physical distance at public places in Ashti like ration shops and banks. (d) Students prepared digital messages and videos of COVID -19 awareness and uploaded them on social media. (e) Students helped in sanitization work at village Lahan Arvi and Porgavan.

The college has conducted Population Education Programme under Department of Lifelong Learning and Extension, R. T. M. Nagpur University in 2017-18 .It has also conducted Rashtrasant Sanskar and Unnati Project during 2018-19 Total twenty eight students were enrolled under these projects. Rashtrasant Sanskar project were based on literature of Rashtrasant Tukdoji Maharaj while Unnati projects were based on a case study of beneficiary of various welfare schemes implemented by State Government at village level.

Infrastructure and Learning Resources

The parent society has allotted 1. 21 hectare of land for construction of college building, playground and other facilities. Seven classrooms are available for teaching-learning. Two classrooms are equipped with LCD

projector facility.

Nearly 8600 text books and reference books are available in college library. The college has subscribed journals and magazines. Reading room facility with a sitting capacity of 20 students is available in the library. The office and library uses cloud based CCMS MasterSoft software. It is useful in admission process and accession and transaction of books in the library. OPAC facility is available in the library. Four computers are used in library.

The college uses Tally software ERP-9 for maintaining accounts and auditing. There are three laser Jet printers at present in office for administrative and other functions. The college has subscribed “Fibre Basic- Tariff Plan” of BSNL for internet connectivity in office and library.

There is a computer laboratory with 35 computers for students for basic computer learning. The college has two inverters and one generator as power back up facility in case of power failure . Two Xerox machines are available in the office for reprography facility.

Spacious playground is available for outdoor games such as Kabaddi, Kho-Kho, Volley Ball, Cricket, Long jump and High jump. Various equipments are available for indoor and outdoor games and sports.

A separate room is available for functioning of IQAC Co-ordinator. A Staff room is available for teaching faculty. NSS and Department of Physical Education have separate rooms for carrying out official work and record keeping. First aid kit is available in the Department of Physical Education.

One water cooler with RO purifier is available for students and the staff. A well equipped sound system is available for conducting cultural and extra-curricular activities.

The college maintains existing infrastructure and makes necessary repairs in computers and other tools as required.

Separate toilets are available for girl students and boys students. A separate common room is available for girl students. The college has a ramp facility for physically disabled persons.

Student Support and Progression

There are a number of students who belong to weaker sections of society and poor socio-economic background. The college provides support for them through GOI scholarships The scholarships are provided to students of reserved categories. Merit based Central Sector Scholarship is also provided to eligible students through National Scholarship Portal.

Students progression to higher education is important for career. A number of students of our college have joined Post Graduate programmes such as M.A., M. Com., M. S.W. in other educational institutions in last five years.

The college also makes efforts for skill development and capability enhancement of students. The college endeavors to make students competent to face challenges in competitive world. As an effort towards this end, college has established Career and Counseling cell to guide students. Group activities of students for updating of general knowledge and current affairs are organized. It has also organized personality development

workshops which encourage students to achieve success in career.

Yoga is a way to lead active and healthy life. The Department of Physical Education has consistently organized Yoga and Surya Namaskar sessions for students. Training sessions by experts on Yoga have been organized. 50 students have participated 750 million Surya Namaskar Challenge Project by Ministry of AYUSH. Sports and cultural festival is organized every year to develop sportsman's spirit and latent skills in students. The college encourages students to participate in disaster management training camps organized by other universities.

The college prepares a college magazine titled as, "Zep" to provide platform to students' literary talent. It is a collective exercise by students. Students are represented in various co-curricular and extra-curricular activities of the college.

The college has transparent mechanism for timely redressal of students' grievances. Internal Women's Grievance Redressal Committee and Anti ragging cell are alert to prevent any case of harassment in the college. The college also organizes initiatives for gender sensitization of students and employees.

Although the college has not registered alumni association, alumni co-operate college in beyond campus activities such as residential camps of NSS. One of alumni has presented a set of books to college library.

Governance, Leadership and Management

The vision of parent society i.e. Shri Samarth Shikshan Prasarak Mandal is –“ Nothing is pure than knowledge ”. It has established college with mission to facilitate higher education to people of rural sector. It plays guardian's role in mentoring of the college and aims at creating atmosphere for good education and character building of students. The society supports development of the college and encourages various activities undertaken by the college.

The college follows vision and mission of parent society. They are reflected through various activities such as extension activities, career and counselling cell, welfare measures, mentoring scheme and sports and cultural events conducted by the college. The college is keeping up with changes implemented by NEP 2020 and adapt itself to new environment.

The college ensures that all stakeholders are fairly represented in College Development Committee and IQAC. It takes care that services, incentives and post retirement benefits of employees are safeguarded according to prevailing rules.

Vital decisions in college decisions are made in a fair and transparent manner. The parent society maintains respectful and cordial relations with employees of college. It gives timely suggestions for improvement in performance of the college.

The college follows decentralization and participative management for effective functioning. Staff Council is a statutory body and it follows principle of collective decision making in administrative and academic functions of the college.

The IQAC plays significant role in ensuring quality assurance and improvement of the college. It reviews action plans of all committees and takes follow up of academic calendar.

Principal is vital link in relation to all stakeholders of the college. He frequently interacts with all stakeholders on various issues of development and supervises academic and administrative functions.

The college encourages teachers and non-teaching staff to participate in professional development programmes for updating of skill and knowledge.

The college has adopted e-governance in accounts, student's admissions and examination as well as library. All accounts of the college are regularly audited and the reports are submitted to appropriate bodies. The performance of teaching and non-teaching staff is assessed through Annual Performance Appraisal System.

Institutional Values and Best Practices

The college undertakes many initiatives to inculcate values and ethics in students as well as employees. Internal Women's Grievance Redressal Committee is active. It regularly organizes gender sensitization programmes in collaboration with Taluka Vidhi Seva Samiti of Ashti Civil court. The college takes measures to prevent any case of sexual discrimination. Anti ragging Cell is also active in the college to prevent ragging cases.

The college encourages students to maintain plastic free campus. NSS volunteers take part in many initiatives organized by local Nagar Panchayat and co-operate in cleanliness drive. They participate in tree plantation within and outside college campus. They also join the Social Forest Deptt. in tree plantation mission in surrounding villages.

Students in the college belong to various sections of society. The college organizes Students' Induction Programme for newcomers in beginning of the session. The purpose is to bring students together without any discrimination or bias. The college maintains inclusive and tolerant atmosphere in campus. SC/ST Cell, OBC Cell and Minority Cell are formed to create harmony among all sections in the college. National Minority Rights Day programme is organized by the college to convince importance of freedom and rights of minorities in India and abroad. The college has a ramp facility for physically disabled persons.

The college organizes programme on Constitution Day and Voters' registration campaign for sensitization of students and staff to constitutional rights and duties. Flag Day collection is made in college to create a sense of obligation in students. Celebration of Independence Day and Republic Day make students proud of India. Programmes on birth and death anniversaries of freedom fighters give a message of sacrifice and patriotism to students.

The college has followed two best practices in last five years. They are (1) **Yoga –A Way of Life** -Yoga sessions are arranged for students in college by Department of Physical Education. It motivates students to adopt Yoga as lifelong learning. (2) **Awareness about Road Safety**- The practice is followed to appeal students and people in general to follow traffic rules to avoid loss of human life in road crashes.

2. PROFILE

2.1 BASIC INFORMATION

Name and Address of the College	
Name	SHRI SAMARTH ARTS AND COMMERCE COLLEGE ASHTI
Address	Morshi Road Ashti Ta. Ashti. Dist. Wardha 442202
City	ASHTI
State	Maharashtra
Pin	442202
Website	www.samarthcollegeashti.ac.in

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	Hemant M. Khanzode	07156-225966	9975477588	-	shrisamarthcollege_ashti@rediffmail.com
IQAC / CIQA coordinator	Moreshwar M. Deshmukh	07156-2255686	8275293959	-	sgmmd1@gmail.com

Status of the Institution	
Institution Status	Grant-in-aid

Type of Institution	
By Gender	Co-education
By Shift	Regular

Recognized Minority institution	
If it is a recognized minority institution	No

Establishment Details	

State	University name	Document
Maharashtra	The Rashtrasant Tukadoji Maharaj Nagpur University	View Document

Details of UGC recognition		
Under Section	Date	View Document
2f of UGC	04-06-2004	View Document
12B of UGC	14-10-2006	View Document

Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCl,PCI,RCI etc(other than UGC)				
Statutory Regulatory Authority	Recognition/Approval details Institution/Department programme	Day,Month and year(dd-mm-yyyy)	Validity in months	Remarks
No contents				

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

Location and Area of Campus				
Campus Type	Address	Location*	Campus Area in Acres	Built up Area in sq.mts.
Main campus area	Morshi Road Ashti Ta. Ashti. Dist. Wardha 442202	Rural	8.62	1064.29

2.2 ACADEMIC INFORMATION

Details of Programmes Offered by the College (Give Data for Current Academic year)						
Programme Level	Name of Programme/Course	Duration in Months	Entry Qualification	Medium of Instruction	Sanctioned Strength	No.of Students Admitted
UG	BCom,Bachelor Of Commerce	36	HSSC	Marathi	360	174
UG	BA,Bachelor Of Commerce	36	HSSC	Marathi	360	140

Position Details of Faculty & Staff in the College

Teaching Faculty												
	Professor				Associate Professor				Assistant Professor			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	0				0				12			
Recruited	0	0	0	0	0	0	0	0	8	0	0	8
Yet to Recruit	0				0				4			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				0			
Recruited	0	0	0	0	0	0	0	0	0	0	0	0
Yet to Recruit	0				0				0			

Non-Teaching Staff				
	Male	Female	Others	Total
Sanctioned by the UGC /University State Government				8
Recruited	4	0	0	4
Yet to Recruit				4
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

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

Qualification Details of the Teaching Staff

Permanent Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	1	0	0	2	0	0	4	0	0	7
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	1	0	0	1
UG	0	0	0	0	0	0	0	0	0	0

Temporary Teachers										
Highest Qualification	Professor			Associate Professor			Assistant Professor			Total
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD/DM/MCH	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	4	0	0	4
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	2	0	0	2
UG	0	0	0	0	0	0	0	0	0	0

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

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

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

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	116	0	0	0	116
	Female	198	0	0	0	198
	Others	0	0	0	0	0

Provide the Following Details of Students admitted to the College During the last four Academic Years					
Category		Year 1	Year 2	Year 3	Year 4
SC	Male	27	18	16	20
	Female	18	24	25	18
	Others	0	0	0	0
ST	Male	13	31	15	14
	Female	18	48	34	22
	Others	0	0	0	0
OBC	Male	82	122	96	92
	Female	130	144	169	166
	Others	0	0	0	0
General	Male	47	4	4	7
	Female	60	12	12	4
	Others	0	0	0	0
Others	Male	0	0	0	0
	Female	0	0	0	0
	Others	0	0	0	0
Total		395	403	371	343

Institutional preparedness for NEP

1. Multidisciplinary/interdisciplinary:	<p>Drawing from ancient tradition of holistic and multidisciplinary learning, NEP 2020 aims at carrying out major structural reforms in higher education by transforming higher education into large multidisciplinary universities, colleges and knowledge hubs. Multidisciplinary means integration of disciplines to develop better understanding and insight into the phenomena or problems .</p> <p>‘Multidisciplinary education’, based on liberal education , is an academic and pedagogical approach to develop multiple capacities in students by integrating formal and informal learning opportunities in teaching ,research and community engagement. NEP 2020 also proposes that if multiple</p>
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entry-exit point system is introduced at UG and PG level , then students may get credentials for part of the course completed . The rationale of multiple entry-exit can be extended if flexible curricular structure is offered and multidisciplinary curriculum is added. This would widen the scope of choice of course for the students. The policy notes that it would increase employment opportunities as students are exposed to multiple disciplines . The status and limitations of our institution should be understood in this context. They can be listed as follows : (1) The institution falls in rural area and it runs programmes viz. Bachelor of Arts and Bachelor of Commerce. Both of these are non-professional programmes. (2) Our institution as affiliated to RTM Nagpur University .It abides by the directions of the directions and regulations set by the university related to programmes and curriculum. The institution has adopted Choice based Credit System for Bachelor of Arts and Bachelor of Commerce programmes from 2021-22 and 203-2023 respectively as per directions by the university. (3) As ours is not an autonomous institution, we do not have freedom to design our own programmes or courses . Our institution has a lot of responsibility to take our students to path of success .It has following tasks to accomplish . : (1) All students should be properly oriented about the whole concept of holistic and multi-disciplinary education in its full context. (2) They should be aware of rationale behind multiple entry-exit system which is proposed in NEP 2020.Only then they would be able to decide the right path of their careers. (3) Holistic and multi-disciplinary education aims to develop intellectual, social, physical, emotional and moral capacities of learners in an integrated manner. Our institution should systematically plan activities and initiatives in teaching-learning, research and extension area. (4) Teachers would be encouraged to upgrade themselves to cope up ICT enabled teaching and to participate in Professional Development Programmes . (5) Teachers would be encouraged to adopt new methods of assessment as NEP 2020 focuses on more regular and formative assessment. (6) As per NEP 2020, a student will have the option to earn credit by completing quality assured MOOC programmes offered on the SWAYAM portal or any other online educational programme approved by UGC/regulatory body from time to time. Hence our institution aims to

	give proper information to students about applicable course on online portals.
2. Academic bank of credits (ABC):	<p>Academic Bank of Credit shall be a national level facility to promote flexibility and interdisciplinary or multidisciplinary academic mobility of students across higher education institutions in the country. The principle of multiple entry-multiple exit points as well as the mechanism of credit , accumulation and transfer of credits is incorporated in the regulation. As per directions of affiliating RTM Nagpur university, our institution has adopted Choice Based Credit System pattern for Bachelor of Arts and Bachelor of Commerce programme from 2021-22 and 2022-23 respectively. However major issues in regard to ABC are as follows : (a) Every student should thoroughly understand the mechanism of credit, accumulation and transfer of credits. (b) He/she should also know how credits of an educational programmes can be earned through various modes of learning. (c) Educational programmes under NEP2020 allocate credit hours to skill enhancement, value addition, internship, community engagement and research. A student should be able to plan learning in a systematic manner to earn maximum credits in programme. (d) If a student wishes to opt for online courses , he/she must know authentic and approved platforms of online /distance mode of education .Otherwise the lack of proper channel would cause academic loss for a student. Our institution has made certain efforts to appraise students about the norms of Academic Bank of Credit and mechanism of multiple entry-multiple exit points. They are as follows : (1)The Principal of college made a power point presentation on NEP -2020 and ABC before the students on 30 April 2022 .He has participated and completed UCC approved Short Term Professional Development Programme on “Implementation of NEP-2020 for University and College Teachers ” under Pandit Madan Mohan Malaviya National Mission on Teachers and Training during 21-31 December 2022. (2) The institution arranged a drive to register students in Digilocker, which is essential to access ABC. It has appointed a Nodal officer for Digilocker platform as per directions of R.T.M. Nagpur University, Nagpur. At present , 17 students of B.A. Programme and 46 students of B.Com. Programme have registered</p>

	<p>themselves in Digilocker.. (3)Our institution organized a guest speech on “NEP 2020” on 09 February 2021.Dr. Manjushree Sardeshpande from Dharampeth Arts and Commerce College, Nagpur elaborated on dimensions of NEP 2020. Our institution has following targets for effective implementation of Academic Bank of Credit and other systems under NEP 20 at its own level . (i) To explain students about mechanism of multiple entry -multiple exit points under NEP 2020. (ii) Students should be aware of concept ”blended learning” .A student from any HEI can take up a maximum of 40% course credits from the national SWAYAM platform online and transfer the credit towards one’s own programme and degree. So every student must be guided about variety of applicable online courses. (iii) Teachers also have a big role to perform in this regard. The institution should promote teachers to join PDP and upgrade themselves about NEP 2020.</p>
<p>3. Skill development:</p>	<p>NEP 2020 has incorporated the 21st century skills into curriculum and teaching –learning in all programs of study. They are: (a) communication skills.(b) independent learning skills ,(c)thinking skills.(d)responsibility and ethics skills, (e)leadership skills,(f) knowledge management skills, and (g) self regulated learning skills. Our institution runs traditional programmes viz. B.A. and B.Com. that mainly weigh on theoretical knowledge and demand less skill based education. However, the approach to look at these traditional programmes needs to be changed drastically in view of NEP 2020. In the past, our institution has conducted several initiatives and programmes which focussed on motivating students to develop soft skills like communication, presentation, social behaviour etc. But these efforts are not sufficient if we take a look at the stated skills under NEP 2020. Traditional programmes need to be blended with such teaching –learning process which would encompass various ways and mediums to impart required skills to students. Presently our institution engages students in many activities in some areas that support them in value based education and acquiring skills. They can be listed as – gender sensitization, Yoga and meditation, environmental education, community engagement, constitutional duties and obligations etc. The institution has been consistently arranging Yoga and</p>

	<p>Surya namaskar training sessions for students. The efforts of the institution should be more planned, intensive and focussed for specific skill development of students. The plan of the institution in this regard focuses on : (1) Inclusion of Experiential and project based learning (2) Encouraging students to register online or distance platforms which offer skill oriented courses. (3) To engage students in community engagement which takes them closer to real life issues of livelihood. (4) Yoga and meditation play a major role in building inner powers of a human being. Hence practising Yoga should become an essential part of curriculum. (5) It is observed that even undergraduate students of our institution lack in reading and writing skills. Various remedial initiatives need to be launched to improve these skills. (6) Lack of computer literacy is also a major issue for students in rural area. Targeted efforts would be made to make students computer-savvy. It would help them to go for online or distance mode education.</p>
<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The medium of instruction is a critical issue in higher education .NEP 2020 advocates the use of Indian languages, art and culture at all levels of education . The policy clearly states that proficiency in Indian languages will be included as part of qualification parameters for employment opportunities. It also advises the HEIs to use mother tongue or regional language as medium of instruction in higher education . The scenario of language as medium of instruction must be understood in institutional context .Our institution primarily delivers education to students in mother tongue i.e. Marathi. The challenges in this regard are at two levels .Firstly, the students have problems in comprehending a subject or topic even in their mother tongue .The probable reasons behind this phenomena are poor linguistic skills, less emphasis on clarity of concepts and lack of vocabulary. In fact, education in mother tongue or regional language is vital for students as they can understand ,analyse and express a topic easily in their own language. But the issues of students regarding their ability in mother tongue should be addressed. Presently our institution consistently makes efforts to create interest among students about their mother tongue and improve their performance. They can be listed as follows Our institution regularly organizes a</p>

	<p>programme to mark Marathi Rajbhasha Gaurav Din on 27 February . It promotes the use and application of Marathi at all public places and offices. (1) Marathi Bhasha Samwardha Phandarwada aims at developing reading culture so that use of Marathi should be increase at all levels. It aims at nourishing Marathi language and culture that preserves the language . (2) Vachan Prerana Din is marked on birth anniversary of India’s former President Dr.A.P.J.Abdul Kalam . It is generally observed that reading culture is diminishing gradually. There is a need that students should be attracted towards books and they should explore rich variety of literature in all languages. This purpose is served on this occasion, although with limits. (3) The institution publishes “Zep- college magazine in which students contribute articles ,poetry, and other literature. It serves as a platform for students to show their literary skills. The issue of use of language has another dimension also .The importance of English cannot be ignored as it is international language .The university also prescribes English as first language in educational programmes. Hence efforts for proficiency in English are also required. Our institution aims at following achievements to enhance students’ linguistic abilities : (1) Our institution aims to organize initiatives focusing on cultivating habit of writing and reading among students . (2) Activity like group reading can also be organized as part of shared learning. (3) Dialects in Vernacular language should also be preserved as they are a rich treasure of vocabulary, proverbs, idioms etc. (4) Social media should be effectively used to propagate more use and application of Marathi in day-to-day life. Hence students should be made aware of various digital platforms which promote nourishing of Marathi.</p>
5. Focus on Outcome based education (OBE):	<p>Learning Outcome Based Education means clearly focusing and organizing everything in an educational system around what is essential for all students to be able to do successfully at the end of their learning experiences. In an outcome based education system, outcomes or learning outcomes are the main considerations around which the entire teaching-learning process is designed. Outcomes are clear learning results that we want students to demonstrate at the end of learning experience. Further they are actions and performances that embody and reflect</p>

learner competence in using content , information, ideas and technologies successfully. The approach of Learning Outcome Based Education gives importance to Programme Education Objectives and Programme Learning Outcomes. But the measurement of the outcomes can be done through identification of key competencies and Specific Performance Indicators. Programme Learning Outcomes need to be designed based on graduate attributes of an academic programme .Graduate attributes are knowledge, skills, attitude and values which are expected to be acquired by a student when he/she graduates a programme. Programme Learning Objectives are mainly derived from Programme Education Objectives which are formulated on the basis of vision and mission of the higher institution, inputs from different stakeholders like students, parents , local ,regional and national and international needs. As far as our institution is concerned, it has adopted the Choice Based Credit System for Bachelor of Arts and Bachelor of Commerce Programmes from 2021-22 and 2022-23 respectively as per directions from the affiliating RTM Nagpur University. Although the university has not clearly defined the programme outcomes it has defined objective and outcomes of every course /subject in the curriculum. It is the responsibility of the institution to realize these outcomes . A comprehensive plan for the achieving the Learning Outcomes can be drafted as follows : (i) A crystal clear path of Learning Objectives and Outcomes must be presented before every student so that he/she should be able to set his/her own path of academic progression . A student should be able to set his time frame to achieve certain goal .He should also be aware of all platforms from where he/she can acquire certain qualification. (ii) Our institution should make value addition to Programme and Course outcomes prescribed by the University. The teachers' role and efforts towards this end are vital. He should acquaint himself with all changes going around in higher education system according to NEP 2020.Our institution shall encourage teachers to participate in Professional Development Programme organized by various agencies like IGNOU,UGC etc. (iii) Our institution shall also make efforts to develop Learner Support System for optimizing student learning . It requires development in following areas : (a)

	<p>Infrastructure and ambience ,(b) use of technologies in class room teaching ,(c)utilization of library resources and (d) sports and recreational facilities All these changes would help and create an atmosphere in our institution where a student can achieve desired learning outcomes.</p>
<p>6. Distance education/online education:</p>	<p>Digital technologies are great vehicles for transformation in education serving various purposes of improving quality , up-skilling of teachers ,increasing access, massification of education, generating quality content and training of faculty etc. Government of India has launched various digital initiatives for this purpose. National Mission on Education through ICT (NMEICT) offers digital education solutions to increase access to quality content and improving learning outcomes. Some of the flagship projects under NMEICT are : SWAYAM,SWAYAM Prabha, Spoken Tutorials, Virtual Labs, etc. SWAYAM is India’s MOOC (Massive Open Online Course) platform by the Govt. of India based on tree principles of access, equity and quality. As per NEP2020,a student can get 40% credit transfer in a programme which he has acquired through SWAYAM courses .SWAYAM has launched UGC –approved Online Professional Development Programmes under Pandit Madan Mohan Malviya National Mission on Teachers and Teaching . Our institution has following targets to fulfil in regard to online education : (1) It is need of time that all students must become aware of growing importance of online /distance education in higher education system .They should also know about benefits in credit transfer after completion of certain online course/programme .Hence our institution would make efforts to orient the students about applicable and useful online courses /programmes. (2) Our institution would encourage teachers to use existing platforms and initiatives like DIKSHA /SWAYAM and explore other technology mediated academic interventions and encourage learners to use these platforms effectively. (3) Our institution would to make efforts to create infrastructure that would support students and teachers to join and complete online courses.</p>

Institutional Initiatives for Electoral Literacy

<p>1. Whether Electoral Literacy Club (ELC) has been set up in the College?</p>	<p>An Electoral Literacy Club has been set up in the college as per RTM Nagpur University Letter No .RTMNU/snvv/2021-242 dated 13 August 2021 .The composition of the committee is as follows ; Sr. No. Name Designation Responsibility 1 Dr. H.M. Khanzode Principal Chairman 2 Dr. M. M. Deshmukh Asso. Professor Nodal officer 3 Dr. P. M. Jadhao Asso. Professor Member 4 Roshan Behere Student (B. Com.III) Member 5 Ku. Shreya Virulkar Student (B.A.III) Member 6 Ku. Punam Mahore Student (B.A.III) Member 7 Ku. Sweta Sontakke Student (B.A.III) Member 8 Maroti Nandane Student (B.A.II) Member</p>
<p>2. Whether students' co-ordinator and co-ordinating faculty members are appointed by the College and whether the ELCs are functional? Whether the ELCs are representative in character?</p>	<p>An Electoral Literacy Club has been set up in the college as per RTM Nagpur University Letter No .RTMNU/snvv/2021-242 dated 13 August 2021. (as shown in question no. 1) The composition of the committee includes a Nodal officer as per norms laid by Rashtrasant Tukdoji Maharaj Nagpur University. The Nodal officer works as Co-ordinator of the club. There are six students representatives for establishing rapport with the students in regard to electoral literacy. The club works for enrollment of students in voters list. It co-operates Tahsil office, Ashti in this work.</p>
<p>3. What innovative programmes and initiatives undertaken by the ELCs? These may include voluntary contribution by the students in electoral processes-participation in voter registration of students and communities where they come from, assisting district election administration in conduct of poll, voter awareness campaigns, promotion of ethical voting, enhancing participation of the under privileged sections of society especially transgender, commercial sex workers, disabled persons, senior citizens, etc.</p>	<p>The initiatives undertaken by the ELC are as follows : (1) Electoral Literacy Club has assisted the Ashti Tehsil office to enrolment of students in voter's list. 69 students were enrolled during 1 July to 21 July 2017. 33 students were enrolled on 24 August 2017. 64 students were enrolled during 3 October to 25 October 2018. 43 students were enrolled during 1 November to 30 November 2021. The club has assisted in enrolment of total 209 students in voters' list in last five years. The club sets up a booth for enrolment of students. The students are informed in advance about the drive for drive for enrolment. The members of the club helped students to fill up Form.No.6A for enrolment in voters list . The duly filled forms are checked by the Nodal officer of the club .The attached documents with the forms are also verified. The verified forms are submitted to Tehsil office for scrutiny and further process. (2) The Electoral Literacy Club and NSS Unit of the college jointly organize a rally on National Voters' Day i.e.</p>

	<p>25th January. The purpose of the rally is to create awareness in people about importance of voting in democracy. The rally is taken by the main roads in Ashti. The students hold banners giving message of the most sacred right of voting in democratic set up of the nation. The pamphlets of awareness are also circulated in people. (3) The Electoral Literacy Club also organizes an awareness programme for students in the college on the National Voters' Day. The Tehsildar and other staff of Tehsil office participate in the programme and guide the students. (4) The club organizes a Rangoli display by students which depicts various themes related to voting right, importance of the right, ethical values in voting etc.</p>
<p>4. Any socially relevant projects/initiatives taken by College in electoral related issues especially research projects, surveys, awareness drives, creating content, publications highlighting their contribution to advancing democratic values and participation in electoral processes, etc.</p>	<p>The NSS Unit of the college organizes seven days special residential camp every year in rural area. Electoral Literacy Club uses these camps as platforms to create awareness in people in rural area .It has conducted surveys about voter registration in rural youth. The survey includes a schedule of questions on awareness of people about eligibility as voter , voting right, enrollment process , participation in electoral process of local self government , concepts about democracy etc. The survey helps students to understand the importance of adult franchise in democratic society. It strengthens their faith in democratic values .The surveys also inculcate a sense of social responsibility and ethical values among students.</p>
<p>5. Extent of students above 18 years who are yet to be enrolled as voters in the electoral roll and efforts by ELCs as well as efforts by the College to institutionalize mechanisms to register eligible students as voters.</p>	<p>Approximately 250 students of the college remain to be enrolled as voters. The process of their enrolment in voters' list has lagged behind due to COVID-19 lockdown conditions till February 2022. However the process would be revamped again. It is observed that people in general are not serious about exercising voting right. The students do have a tendency to neglect the most sacred right in democracy. Hence the Electoral Literacy Club would take following initiatives to encourage students to enrol themselves in voters' list. : (1) The Club would also contact Tehsil office for organizing a special booth in college campus for the enrolment process of students as voters. (2) The college would organize rallies to create awareness among people. (3) The college would organize speech by officials of Govt. Authority.</p>

Extended Profile

1 Students

1.1

Number of students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
343	371	403	395	415
File Description		Document		
Upload Supporting Document		View Document		
Institutional data in prescribed format		View Document		

2 Teachers

2.1

Number of teaching staff / full time teachers during the last five years (Without repeat count):

Response: 12

File Description	Document
Upload Supporting Document	View Document
Institutional data in prescribed format	View Document

2.2

Number of teaching staff / full time teachers year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	8	8	10

3 Institution

3.1

Expenditure excluding salary component year wise during the last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
11.75	9.75	16.64	17.67	16.79

File Description	Document
Upload Supporting Document	View Document

4. Quality Indicator Framework(QIF)

Criterion 1 - Curricular Aspects

1.1 Curricular Planning and Implementation

1.1.1

The Institution ensures effective curriculum planning and delivery through a well-planned and documented process including Academic calendar and conduct of continuous internal Assessment

Response:

Shri Samarth Arts and Commerce College, Ashti was established by Shri Samarth Shikshan Prasarak Mandal, Ashti in 1989 with a view to provide higher education facility in rural area. The college is permanently affiliated to Rashtrasant Tukdoji Maharaj Nagpur University .It runs Bachelor of Arts and Bachelor of Commerce programmes of three years duration as prescribed by the university. It has adopted CBCS pattern for B.A. programme from 2021-22 and for B.Com. programme from 2022-23 respectively as prescribed by R. T. M. Nagpur University.

The college prepares an academic calendar of academic and extracurricular activities in beginning of session for effective curriculum delivery. Various committees are formed to carry out academic and administrative functions. The committees draft their respective plans of activities to be conducted throughout the academic year. The IQAC co-ordinates these plans for drafting academic calendar.

Teaching workload of teachers is allotted as per university norms. Time tables of the college are prepared at beginning of academic sessions. All teachers prepare subject-wise teaching plans which contains number of units, contents/topics, allocation of lectures, methods of teaching-learning, etc.

Teachers maintain daily diaries to maintain record of teaching-learning process. All teachers put their efforts for completing prescribed syllabus in time. The process of curriculum implementation is reviewed in staff council meeting under chairmanship of the Principal of the college.

IQAC insists that teacher should apply student's centric method such as participative learning and facilitate effective learning process for students. The participatory methods include students' seminar, chart preparation and power point presentation. During COVID-19 lockdown situation, teachers engaged classes through online mode such as Google meet, What's App groups.

The college makes efforts to enrich knowledge of students with a holistic approach .The Deptt. of Economics conducted a short-term value added course in "Environmental Consciousness" during the 2019-20 to create environmental awareness among students.

The college organizes annual sports and cultural activities to encourage students' potential .It also arranges programmes on national events and commemorative days to inculcate values and ethics among students. With a view of community engagement, the college encourages students to participate in extension activities such as NSS. It creates a sense of social obligation and responsibility in students. The college has implemented mentor scheme to look after issues of students in academic and support facilities.

The internal evaluation process consists of unit tests, assignments, viva and seminars of students. As per directions from RTM Nagpur university, the college has conducted examinations of first semesters in 2021-22 at college level. College has also introduced semester wise Test Examination to improve students' performance.

Presently four posts of Assistant professor are vacant in college. In order to avoid academic loss of students, the college has appointed clock hour basis teachers in accordance with rules of Government of Maharashtra. The college also conducts students' feedback to assess their responses on teaching-learning process. The college creates awareness in students about New Education Policy 2020. It makes collective efforts for holistic development of students.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

1.2 Academic Flexibility

1.2.1

Number of Certificate/Value added courses offered and online courses of MOOCs, SWAYAM, NPTEL etc. (where the students of the institution have enrolled and successfully completed during the last five years)

Response: 1

File Description	Document
List of students and the attendance sheet for the above mentioned programs	View Document
Institutional programme brochure/notice for Certificate/Value added programs with course modules and outcomes	View Document
Institutional data in the prescribed format	View Document
Evidence of course completion, like course completion certificate etc. Apart from the above:	View Document

Other Upload Files

1	View Document
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1.2.2

Percentage of students enrolled in Certificate/ Value added courses and also completed online courses

of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

Response: 1.35

1.2.2.1 Number of students enrolled in Certificate/ Value added courses and also completed online courses of MOOCs, SWAYAM, NPTEL etc. as against the total number of students during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	26	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.3 Curriculum Enrichment

1.3.1

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

Response:

Various courses taught in the college engage and enlighten the students on cross-cutting issues of society. For instance, course in Marathi and English inculcate decency, value of labour, religious tolerance and patriotism in students. Classic literature by great litterateurs gives message of human values and ideals, compassion, and social awareness. History shows how great national leaders across the world sacrificed their lives for the welfare of mankind. Their life and works are of immense value for the generations to come. The course in Political Science encompasses study of political, ideals and values propounded by thinkers across the world. Sociology shows the changing nature of human society in face of rapidly growing connectivity and modernization. Syllabus in Economics encompasses a wide spectrum of issues like planning, poverty, unemployment, excessive use of energy resources etc. The courses in Commerce engage students on business skills and ethics.

However the syllabi of courses do not give on field experience or exposure to students. A student should be able to tackle problems in real life. Hence the college organizes activities to create awareness among students on various issues like women's safety, environment, social health, communal harmony, values and ethics, etc. These initiatives enrich the outlook of students to issues of human concern. Extension activities in the college broadly cover following areas :

(1) **Women's Safety and Security** – The college regularly organizes legal awareness camp focusing on POCSO Act and laws related to women's safety in collaboration with Vidhi Seva Samiti of Ashti

Civil Court. The college also organizes gender sensitization programme on International Women's day

(2) **Social Health** -. The college takes an initiative in organizing blood donation camp every year. Students of the college consistently participate in AIDS awareness programme, Pulse Polio Drive, Dengue prevention drive, etc . The college also took initiative in organizing COVID-19 vaccination camp. NSS unit conducts a survey on women's hygienic safety in villages. It creates a sense of social obligation in students and health awareness in students.

(3) **Environmental Awareness** – College organizes tree plantation in college campus and out of the campus also. It participates in Swachhta Abhiyan from time to time. A course on “Environmental Studies ”gives an introduction of environmental issues to students.

(4) **Constitutional Obligations** : Programmes like ‘Constitution Day (26 November) and National Unity Day (31 October) are regularly organized. A programme is also organized on National Voters Day . These initiatives inculcate a sense of constitutional obligation and duty in students.

(5) **Values and Ethics** – The college also organizes anniversaries of our great national leaders to inculcate values such as patriotism and sacrifice for nation. Flag Day collection gives them message of communal harmony and peace A programme on National Minority Day gives message to create inclusive environment in the college.

(6) **Social Service** – As the college is situated in rural area, it makes efforts to serve the rural sector through extension activities. NSS organizes seven days residential camp in nearby villages.

File Description	Document
Provide Link for Additional information	View Document

1.3.2

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

Response: 30.32

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

Response: 104

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

1.4 Feedback System

1.4.1

Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website

Response: D. Feedback collected

File Description	Document
Feedback analysis report submitted to appropriate bodies	View Document
At least 4 filled-in feedback form from different stake holders like Students, Teachers, Employers, Alumni etc.	View Document
Action taken report on the feedback analysis	View Document
Link of institution's website where comprehensive feedback, its analytics and action taken report are hosted	View Document

Criterion 2 - Teaching-learning and Evaluation

2.1 Student Enrollment and Profile

2.1.1

Enrolment percentage

Response: 72.42

2.1.1.1 Number of seats filled year wise during last five years (Only first year admissions to be considered)

2021-22	2020-21	2019-20	2018-19	2017-18
132	127	198	207	205

2.1.1.2 Number of sanctioned seats year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
240	240	240	240	240

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Final admission list as published by the HEI and endorsed by the competent authority

[View Document](#)

Document related to sanction of intake from affiliating University/ Government/statutory body for first year's students only.

[View Document](#)

2.1.2

Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years

Response: 91.36

2.1.2.1 Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats)

2021-22	2020-21	2019-20	2018-19	2017-18
107	108	117	121	118

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

2021-22	2020-21	2019-20	2018-19	2017-18
125	125	125	125	125

File Description	Document
Institutional data in the prescribed format	View Document
Final admission list indicating the category as published by the HEI and endorsed by the competent authority.	View Document
Copy of communication issued by state govt. or Central Government indicating the reserved categories(SC,ST,OBC,Divyangjan,etc.) to be considered as per the state rule (Translated copy in English to be provided as applicable)	View Document

2.2 Student Teacher Ratio

2.2.1

**Student – Full time Teacher Ratio
(Data for the latest completed academic year)**

Response: 49

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 and teachers use ICT- enabled tools including online resources for effective teaching and learning process

Response:

Teaching –learning process is an interaction between teacher and learners. In the traditional methods of teaching, teacher is centre of the activity. But student centric method puts students at centre of learning process. These methods help students to enhance comprehensive ability and understanding of the subject. Teachers use various methods like mock interview, data collection, poster making and seminars where students get involved in activities. Participatory methods facilitate interaction between teachers and students and help to identify learners' level. The college organizes Students' Induction Programme at the academic beginning of the academic session. It helps students to acquaint students with college atmosphere and understand support facilities in the college.

Teachers in the college have applied various student centric methods to enhance the involvement of students. Dr. V. B. Farkade, CHB Teacher in History encouraged students to prepare 22 charts on great freedom fighters to mark 75th anniversary of Indian Independence.

The college encourages students to make use of ICT. Eight students of Commerce made PPT presentations in seminar on 29 April 2022. Dr. P. M. Jadhao, Associate Professor of Commerce provided question bank to enable students to face MCQ examinations conducted during COVID-19 lockdown period. He also conducts a general ability test on Commerce so that students could develop interest in the course.

Despite being mother tongue, lack of linguistic skills in Marathi is a major problem in students. Hence Dr. M. M. Deshmukh made power point presentation on Marathi punctuation for students.

The Library organizes a Reading and Essay writing competition to encourage students to develop reading habit. Students are issued books on various topics and they are asked to write essays on given topics. The library organizes a book exhibition to attract students towards books.

Dr. Kapil Patil and Dr. S. M Keche, CHB Teachers of English conducted mock interviews of students to improvise their communication skills.

Shri. Y. G. Paylimode, Assisatnt Professor of Economics has conducted power point presentations of 12 students on understanding of Union Budgets. He encouraged students to make a collection of newspaper clippings on various economic issues. Shri. Paylimode has also conducted a field study on 'Cultivation of Kitchen Garden at Household Level' at village Botona and Sahur in Ashti Block during in 2017-18. The main objective of this exercise was to promote student's participation and on –field experience.

Dr. H. M. Khanzode has conducted a students' seminar on "Loksabha Elections -2019". It helped students to understand electoral process in India.

Students' group activity is also an initiative by Career and counselling cell in the college. A group of promising students is formed at beginning of academic session. Their interactive sessions of the group are arranged once in a week. They are given various tasks like collecting information on current topics. They share their information in the sessions. They are also guided to collect information on national leaders, Indian economy and polity, achievements in science and technology, etc.

The college would make intensive efforts to enhance student centric methods in time to come.

File Description	Document
Provide Link for Additional information	View Document

2.4 Teacher Profile and Quality

2.4.1

Percentage of full-time teachers against sanctioned posts during the last five years

Response: 61.54

2.4.1.1 Number of sanctioned posts year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
13	13	13	13	13

File Description	Document
Sanction letters indicating number of posts sanctioned by the competent authority (including Management sanctioned posts)	View Document

2.4.2

Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)

Response: 85

2.4.2.1 Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
6	7	7	7	7

File Description	Document
List of faculties having Ph. D. / D.Sc. / D.Litt./ L.L.D along with particulars of degree awarding university, subject and the year of award per academic year.	View Document
Institution data in the prescribed format	View Document
Copies of Ph.D./D.Sc / D.Litt./ L.L.D awarded by UGC recognized universities	View Document

2.5 Evaluation Process and Reforms

2.5.1

Mechanism of internal/ external assessment is transparent and the grievance redressal system is time- bound and efficient

Response:

The college adopts assessment system as prescribed by RTM Nagpur university. Assessment consists: a) internal assessment of 20 marks and b) external assessment of 80 marks.

Internal assessment is done by teachers while external assessment consists of theory examination conducted by university. Internal assessment of students is based on their participation in classroom activities, attendance, home assignments, regularity in unit tests and behavior. Classroom activities such as seminars, group discussion, poster display, quiz are conducted by teachers. All teachers maintain and update student's assessment reports. Students are informed about schedule of internal assessment in advance by teachers.

The process of evaluation is monitored in staff council meetings. Evaluated answer papers of unit tests and home assignments are shown to students by teachers to make students realize their merits and demerits in performance. The results of university examinations are analyzed by teachers.

Remedial Coaching :

There were some students who could not attend online classes during lockdown period due to non-availability of internet connectivity. Moreover these students could not attend classes when the college started in physical mode on 1 February 2022 due indefinite strike by MSRTC employees. Hence remedial coaching of these students was conducted. The coaching showed positive outcomes in students' performance.

Internal and External Assessment during Lockdown Period :

During Lockdown period of Covid-19 pandemic, physical attendance of students was restricted in the college. The restrictions continued from mid March 2020 till February 2022. The teachers used platforms such as Whats App and Google Meet for teaching –learning process. The internal assessment of students

was also done through online platforms. Unit tests were conducted even though response of students was not satisfactory.

The overall schedule of examinations was disturbed due to lockdown .Hence University issued directives to all colleges to conduct theory examination of failure students of previous semesters. College has followed university directions and conducted supplementary examinations. The teachers in college set question papers of their respective subjects and evaluated answer papers. The marks were uploaded to university portal in due time.

Odd semester examination at college level

As per Direction No. 3/2022 issued by RTM Nagpur University, the college has conducted regular theory examination of B.A. and B.Com.- First semester at its level. It was conducted in online mode during 14 to 28 February 2022 through Google format. The teachers set question papers of their subjects. All marks of students were uploaded to University portal in due time.

Test Examination

It is observed that students' comprehension and writing skills are affected due to MCQ pattern examinations held during COVID-19 lockdown. Hence college conducted test examination of even semesters during 5 to 14 May 2022. The aim is to improvise overall performance of students.

Grievance Redressal Mechanism

Many students could not appear for online examinations conducted by University due to technical difficulty or non-connectivity. The college forwarded grievances of such students to university in time .University gave opportunity for these students. If a student has grievance about evaluation, his application is forwarded to university in due time.

File Description	Document
Provide Link for Additional information	View Document

2.6 Student Performance and Learning Outcomes

2.6.1

Programme Outcomes (POs) and Course Outcomes (COs) for all Programmes offered by the institution are stated and displayed on website

Response:

The programme outcomes and course outcomes are important component in the curriculum. They make a statement of what a learner would achieve on completion of a programme or a course.

The learning outcomes of all programmes and courses in the college are mentioned in syllabi of courses

prescribed by the R. T. M. Nagpur University .However they do not sufficiently describe all of the desired outcomes .Hence the teachers of our college have drafted outcomes of their respective courses. They include values, professional ethics and core knowledge given in the course. They have been displayed in our institutional website.

The teachers elaborate about the meaning, scope and context of syllabi of respective subjects at beginning of teaching process. The teachers also make students aware of evaluation methods. This helps the students to realize what they are going to learn at the end of programme.

Programme outcomes in Bachelor of Arts focus on following points :

- 1.To study about human behavior in the society.
- 2.To promote comprehensive understanding about socio-economic problems.
- 3.To acquaint students with diversity and heterogeneity of India.
- 4.To know about fundamental rights, duties and political process.
- 5.To understand about various economic aspects and their implications .
- 6.To inculcate value education through culture and languages.

Programme outcomes in Bachelor of Commerce focus on following points :

- 1) To promote managerial and professional skills among students.
- 2) To motivate leadership development among students.
- 3) To give adequate knowledge about commerce attributes.
- 4) To create awareness about financial structure and products.
- 5)To train students of preparing balance sheet in practice.
- 6)To impart computer skills to handle online transactions.
- 7) To create on awareness dimensions of Indian economy and responsible factors.
- 8) To know about organizational structure and its execution.

The course outcomes in Bachelor of Arts programme focus on following points :

- (1) The course in English shows solutions of everyday problems in life and understand self potential through motivation.
- (2) Marathi Literature explains how great litterateurs give message of human values , ideals and compassion .
- (3) History shows how great national leaders across the world sacrificed their lives for welfare of mankind .

(4) Political science gives knowledge about political systems in the world .It also tells about rights and duties enshrined in the Indian constitutions .

(5) Syllabus in Economics gives detailed knowledge of basic principles of Economics and dimensions of Indian Economy.

(6) Sociology shows changing nature of human society with changing economy and modernization.

The course outcomes in Bachelor of Commerce programme are summarized as follows :

1. Industrial Law sensitizes students about issues of labour related welfare , healthcare, security and safety at workplace.
2. Skill Development teaches how an individual should develop constructive leadership and entrepreneurship.
3. Business Communication and Management helps to build supporting relationship between employers and workers
4. Auditing focuses on study and practice of regular financial audits and inculcates a sense of honesty and earnestness .

File Description	Document
Provide Link for Additional information	View Document

2.6.2

Attainment of POs and COs are evaluated.

Explain with evidence in a maximum of 500 words

Response:

The college adheres to the curriculum as prescribed by RTM Nagpur University. It also adopts changes made by the university from time to time. The teachers make students aware about what they would be learning in the session and how it would help them to attain desired outcomes of curriculum.

The outcomes of courses are assessed on the basis of students’ performance in academic and co-curricular activities in the college .Various evaluation methods are applied for assessing the outcomes of students .They are :-

- (1) Participation and performance in class room activities like seminars, home assignments and viva .
- (2) Performance in unit tests.
- (3) Performance in University examination

University examination result analysis help teachers to understand attainment level of students. The teachers personally communicate with students and try to understand their difficulties. The internal evaluation is conducted in a transparent manner and students are informed about their performance. The evaluated unit tests and home assignments are returned to them.

In addition to this, there are other means to realize whether students are gaining higher level of comprehension. They are co-curricular activities like quiz, elocution contest, literary programmes. They provide a platform to students to display how they have adopted skills and knowledge. Students' feedback also helps to assess whether they have received proper attention from teachers in fulfilment of programme and course outcomes. In addition to this, a student's sincerity and behaviour with teachers are also parameters to assess learning outcomes.

However, for the purpose of calculation, the attainment of learning outcomes is based on the marks acquired by students at the end of examination of all semesters. The data for analysing these levels is taken from results of different courses/subjects in B. A. and B. Com programmes.

The attainment level of a course is derived by calculating average of total of marks gained by all students in end semester examinations. There are four levels arranged in lower to higher in ascending order to calculate the attainment. They are as follows :

- (1) Level 1 (0 to 39 marks) shows attainment level as failure or below satisfactory,
- (2) Level 2 (40 to 44 marks) shows attainment level as 'satisfactory'.
- (3) level 3 (45 to 59 marks) indicates attainment level as 'good'.
- (4) Level 4 (60 + marks) shows 'very good' level attained by students.

The teachers appreciate students having very good performance and give cash prizes as encouragement.

The analysis of attainment of learning outcomes suggests some measures to be taken by the college to improvise teaching-learning process. They are :

- (1) Teachers should make intensive use of student centric teaching-learning methods like group discussion, case study, group activity etc.
- (2) Use of ICT by teachers should be encouraged for more effective teaching-learning process.
- (3) Initiatives to improvise reading and writing skills of students should be encouraged.
- (4) Students should be motivated to make more use of library books.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

2.6.3**Pass percentage of Students during last five years (excluding backlog students)****Response:** 80.44**2.6.3.1 Number of final year students who passed the university examination year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
101	112	88	52	46

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

2021-22	2020-21	2019-20	2018-19	2017-18
107	120	93	68	108

File Description	Document
Institutional data in the prescribed format	View Document
Certified report from Controller Examination of the affiliating university indicating pass percentage of students of the final year (final semester) eligible for the degree programwise / year-wise.	View Document
Annual report of controller of Examinations(COE) highlighting the pass percentage of final year students	View Document

2.7 Student Satisfaction Survey**2.7.1****Online student satisfaction survey regarding teaching learning process****Response:** 3.4

File Description	Document
Upload database of all students on roll as per data template	View Document

Criterion 3 - Research, Innovations and Extension

3.1 Resource Mobilization for Research

3.1.1

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

Response: 0

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

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Upload supporting document	View Document
Institutional data in the prescribed format	View Document

3.2 Innovation Ecosystem

3.2.1

Institution has created an ecosystem for innovations, Indian Knowledge System (IKS), including awareness about IPR, establishment of IPR cell, Incubation centre and other initiatives for the creation and transfer of knowledge/technology and the outcomes of the same are evident

Response:

There are seven teachers who are Ph.D. holders in the college. The college always encourages teachers to participate in seminars, workshops, conferences or any other research activity. Similarly the college insists that teachers should learn and adopt new and innovative methodologies and techniques in teaching-learning process.

Dr. P. M. Jadhao, Associate Professor in Commerce has completed Faculty Development Programme on "Innovative Pedagogy" organized by UGC-Human Resource Development Centre and Internal Quality Assurance Cell, Rashtrasant Tukdoji Maharaj Nagpur University, Nagpur during 14 March to 16 March 2022.

He has also completed one week Faculty Development Programme on "Open Source Tools for Research" organized under Ministry of Human Resource Development - Pandit Madan Mohan Malviya National

Mission on Teachers and Training by Ramanujan College, University of Delhi 8 June to 14 June 2020.

Dr. S. M. Gothane, Librarian has completed one week Training Programme on "Koha Software for Library Automation "organized and conducted by CSIR-NISCAIR, New Delhi during 22 to 26 October 2018.

As New Education policy -2020 has been implemented ,the teachers as well as student should know various dimensions of the policy .They should be ready to enter the new world of education which bringing about major changes from primary level to higher education level .Hence our institution organized an online guest speech on “NEP 2020” on 08 February 2021. Dr.Manjushree Sardeshpande from Dharampeth Arts and Commerce College, Nagpur elaborated on dimensions of New education Policy 2020. The Principal of the college made a PPT presentation for students on “NEP-2020” on 30 April 2022 and elaborated benefits of the policy for the students .

The teachers should also gain in depth knowledge about implementation of NEP -2020. The college encourages them to participate in Professional Development programmes.

Dr. P. M. Jadhao, Associate Professor in Commerce has completed Short Term Faculty Development Programme on "Excellence in Higher Education -Perspective of NEP" organized by Bharatiya Vidya Bhavans' Sardar patel college of Engineering and Federation of Educational Leaders and Administration during 18 December to 22 December 2021.

Dr. H. M. Khanzode, Principal has completed UCC approved Short Term Professional Development Programme on “Implementation of NEP-2020 for University and College Teachers ” under Pandit Madan Mohan Malaviya National Mission on Teachers and Training during 21-31 December 2022.

The college makes efforts to foster research culture and innovations.

File Description	Document
Upload Additional information	View Document

3.2.2

Number of workshops/seminars/conferences including on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship conducted during the last five years

Response: 0

3.2.2.1 Total number of workshops/seminars/conferences including programs conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.3 Research Publications and Awards

3.3.1

Number of research papers published per teacher in the Journals notified on UGC care list during the last five years

Response: 0

3.3.1.1 Number of research papers in the Journals notified on UGC CARE list year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

3.3.2

Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

Response: 0.08

3.3.2.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the Cover page, content page and first page of the publication indicating ISBN number and year of publication for books/chapters	View Document

3.4 Extension Activities

3.4.1

Outcomes of Extension activities in the neighborhood community in terms of impact and sensitizing the students to social issues for their holistic development during the last five years.

Response:

The desired outcomes of extension activities in terms of impact and sensitization of students are as follows:

- 1.Values like character, discipline, social obligation, co-operation and patriotism should be inculcated in them.
- 2.Students should realize the value of labour in life.
- 3.Students should dedicate themselves to NSS motto-“Not Me But You.

Various activities in college focus on enriching students’ knowledge and on field experience for holistic development. The NSS organizes a number of activities like residential camps, blood donation camps, pulse polio campaign ,road safety campaign ,tree plantation .The outcomes of these activities in last five years is shown as follows. :

- 1.167 students have participated in Pulse Polio campaigns.
- 2.222 students have participated in Road safety awareness campaign.
- 3.67 students have joined in Leprosy detection survey conducted by Rural Hospital, Ashti.
- 4.NSS has successfully organized three blood donation camps.
- 5.241 students worked as volunteers in four Swachhata Abhiyan.
- 6.300 students actively worked in four special residential camps organized in villages around Ashti.
- 7.50 students joined tree plantation programmes.

Other than regular activities, residential camps of NSS serve as platform for students to learn co-operation, value of labour, tolerance and harmony. Mahatma Gandhi has said – “Cleanliness is next to Godliness.” Swachhata Abhiyans in village inspires students to follow Gandhiji for social cause without shame. A morning session of three hours is meant for *Shramdan* by all participants. Volunteers get closer to real life issues in villages like ignorance about personal and social hygiene , water scarcity, problems of self-help groups, superstitions etc . It is observed that a number of residents in villages remain unaware about beneficiary schemes of government . Hence students conduct awareness campaigns and also conduct surveys to understand social issues like sanitization.

NSS volunteers made efforts to spread message of awareness during Covid-19 lockdown period in neighbourhood community. They visited adopted village Porgavan and helped Gram Panchayat in sanitization. Following initiatives of social service by students during COVID-19 lockdown shows their willingness to work in adverse conditions.

1. 16 NSS volunteers circulated pamphlets in 10 villages around Ashti during 10 to 13 March 2021. The pamphlets carried information about causes and effects of the spread of Corona virus.
2. 06 volunteers prepared 470 face masks and handed it over to the college. They were circulated by 15 volunteers in Ganeshpur locality (slum area) in Ashti during 8 to 25 April 2021.
3. 18 volunteers reached crowded places like banks, ration shops during 27 April to 10 May. They helped concerned authorities to monitor physical distancing in large queues and requested people to follow guidelines issued by Government.
4. NSS used social media for giving message to prevent spreading out of Corona. 08 volunteers created 160 digital messages and 01 video and circulated them among many Whats app groups.

Extension activities in college bring about a change in students from within. They relate themselves to social problems.

File Description	Document
Upload Additional information	View Document
Provide Link for Additional information	View Document

3.4.2

Awards and recognitions received for extension activities from government / government recognised bodies

Response:

- 1) Environment and Climate Change Department of Govt. of Maharashtra has issued a Certificate to the college for forming a group under “*Mazi Vasundhara Mitra Mission*” on 10 October 2021.
- 2) District AIDS Prevention and Control Unit of Wardha District under Maharashtra State Government has given a certificate to the college for participation in activities organized on “**International Youth Day -2020**”.
- 3) Nagar Panchayat of Ashti has given a certificate to college for participation in “**Swachh Bharat Abhiyan -2019**”. The certificate was given for creating awareness about cleanliness in citizens of Ashti.
- 4) Forest Department of State Govt, Wardha District has given certificate to the college for participation in “**13 Crores Tree Plantation**” under Van Mahotsav during 1 July to 7 July 2018.
- 5) Nagar Panchayat of Ashti has given a certificate to college for participation in “**Swachh Bharat**”.

Abhiyan -2017” . The certificate was given for creating awareness about cleanliness in citizens of Ashti .

6) Forest Department of State Govt, Wardha District has given certificate to the college for participation in “ **4 Crores Tree Plantation** ” under Van Mahotsav during 1 July to 7 July 2017 .

File Description	Document
Upload Additional information	View Document

3.4.3

Number of extension and outreach programs conducted by the institution through organized forums including NSS/NCC with involvement of community during the last five years.

Response: 52

3.4.3.1 Number of extension and outreach Programs conducted in collaboration with industry, community, and Non- Government Organizations through NSS/ NCC etc., year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
13	8	11	10	10

File Description	Document
Photographs and any other supporting document of relevance should have proper captions and dates.	View Document
Institutional data in the prescribed format	View Document
Detailed report for each extension and outreach program to be made available, with specific mention of number of students participated and the details of the collaborating agency	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

3.5 Collaboration

3.5.1

Number of functional MoUs/linkages with institutions/ industries in India and abroad for internship,

on-the-job training, project work, student / faculty exchange and collaborative research during the last five years.

Response: 0

File Description	Document
Institutional data in the prescribed format	View Document

Criterion 4 - Infrastructure and Learning Resources

4.1 Physical Facilities

4.1.1

The Institution has adequate infrastructure and other facilities for,

- teaching – learning, viz., classrooms, laboratories, computing equipment etc
- ICT – enabled facilities such as smart class, LMS etc.

Facilities for Cultural and sports activities, yoga centre, games (indoor and outdoor), Gymnasium, auditorium etc (Describe the adequacy of facilities in maximum of 500 words.)

Response:

- (1) Shri Samarth Arts and Commerce College runs two programmes viz. Bachelor of Arts and Bachelor of Commerce.
- (2) The college has seven classrooms to conduct regular classes.
- (3) Two LCD projectors are available for power point presentation for teachers and students.
- (4) There are separate toilets for girls and boys students as well as teaching staff.
- (5) There is a common room facility for girl students.
- (6) The college library has over 8600 books and reference books. A cloud based Libman software (ILMS) is installed for accession and circulation of books. A reading room is also available for students.
- (7) There are four computers with internet facility in the library.
- (8) The computer laboratory with 35 computers is equipped for use by students.
- (9) The college has installed cloud based ERP Centralized Campus management (CCMS) software for office administration and students' admissions. Tally (ERP version 9) is used for book keeping and accounting of various accounts in the college.
- (10) As power back up facility, the college has two inverters and one generator. It is useful during examination time in case of power failure.
- (11) Two Xerox machines are available in the college for reprographic facility. It is useful during examinations for getting prints of question papers downloaded from university portal.
- (12) Playgrounds are available for Kabaddi, Volley Ball, Kho Kho ,Long Jump and High Jump are available in the college.

- (13) Various sports equipments for indoor and outdoor games and sports are available in the college.
- (14) Sports kit are provided to students who participate in Intercollegiate tournaments of R.T.M. Nagpur university.
- (15) Separate offices are for N.S.S. and Department of Physical Education.
- (16) A well equipped Ahuja sound system is used for cultural and other activities in the college.
- (17) A water cooler with RO purifier is installed for safe and hygienic drinking water facility to all.

File Description	Document
Upload Additional information	View Document

4.1.2

Percentage of expenditure for infrastructure development and augmentation excluding salary during the last five years

Response: 6.25

4.1.2.1 Expenditure for infrastructure development and augmentation, excluding salary year wise during last five years (INR in lakhs)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0.75	3.79

File Description	Document
Institutional data in the prescribed format	View Document
Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for infrastructure augmentation should be clearly highlighted)	View Document

4.2 Library as a Learning Resource

4.2.1

Library is automated with digital facilities using Integrated Library Management System (ILMS),

adequate subscriptions to e-resources and journals are made. The library is optimally used by the faculty and students

Response:

- (1) The college library has total 8640 books in stack .They include text books, reference books, encyclopaedia, books for competitive examinations, etc.
- (2) 3 newspaper newspapers are subscribed .Two of them are in Marathi and one is in English language.
- (3) The library has subscribed “Economic and Political weekly” journal.
- (4) There are six magazines regarding various socio-economic issues subscribed in the library .
- (5) The college has purchased Cloud based “Libman” software (2.03 version) from Master Soft ERP Solutions Pvt. Ltd. Nagpur. Accession of books, daily transaction of books and other functions are done through the software .
- (6) OPAC facility is available for students in the library. There are two computers for access available to students and teachers.
- (7) The accession of all books in the library has been completed in Libman Software.
- (8) The college has subscribed N-List for INFLIBNET Facility for teachers and students in 2019-20 and 2021-22 for providing E – resources.
- (9) A reading room having sitting capacity of 20 is available for students and teachers.
- (10) The librarian gives information of facilities in library in Student’ Induction programme.
- (11) Library organizes a book exhibition and reading competition to encourage reading habit among students.
- (12) Attendance register of students and teachers is maintained in the library.
- (13) A Library Advisory Committee is active .Its meetings are held regularly to look into the requirement of text books, reference books and other material and forwards the proposal for compliance to the college.
- (14) As a power back up facility, the library has one inverter.

File Description	Document
Upload Additional information	View Document

4.3 IT Infrastructure

4.3.1

Institution frequently updates its IT facilities and provides sufficient bandwidth for internet connection

Describe IT facilities including Wi-Fi with date and nature of updation, available internet bandwidth within a maximum of 500 words

Response:

The college has 35 computers for students in computer laboratory. They are used for learning basic computing skills by students. The computers are maintained by the college. The provision of Wi-fi facility for students is desirable. However the BSNL services in rural area like Ashti has frequent failures. There was no consistency in Broadband plans through BSNL service in the past years .Hence the college has set two Jio and Airtel branded routers for connectivity in office and library for administrative purpose only.

Recently BSNL has started providing service under ‘Fibre Basic ‘Tariff Plan in Ashti area for connectivity. The college has subscribed connection under the plan from February, 2023. Even this BSNL plan is facing problems of frequent failure and slow speed. At present the college does not provide Wi-Fi facility to students. However it shall make efforts to upgrade the ICT facility for students in future.

File Description	Document
Upload Additional information	View Document

4.3.2

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

Response: 9.8

4.3.2.1 Number of computers available for students usage during the latest completed academic year:

Response: 35

File Description	Document
Purchased Bills/Copies highlighting the number of computers purchased	View Document
Extracts stock register/ highlighting the computers issued to respective departments for student’s usage.	View Document

4.4 Maintenance of Campus Infrastructure

4.4.1

Percentage expenditure incurred on maintenance of physical facilities and academic support facilities excluding salary component, during the last five years (INR in Lakhs)

Response: 7.4

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

2021-22	2020-21	2019-20	2018-19	2017-18
0.97763	1.02	1.22	1.73	0.42239

File Description

Document

Institutional data in the prescribed format

[View Document](#)

Audited income and expenditure statement of the institution to be signed by CA for and counter signed by the competent authority (relevant expenditure claimed for maintenance of infrastructure should be clearly highlighted)

[View Document](#)

Criterion 5 - Student Support and Progression

5.1 Student Support

5.1.1

Percentage of students benefited by scholarships and freeships provided by the institution, government and non-government bodies, industries, individuals, philanthropists during the last five years

Response: 76.86

5.1.1.1 Number of students benefited by scholarships and freeships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
248	322	299	297	315

File Description

Document

Year-wise list of beneficiary students in each scheme duly signed by the competent authority.

[View Document](#)

Upload Sanction letter of scholarship and free ships (along with English translated version if it is in regional language).

[View Document](#)

Upload policy document of the HEI for award of scholarship and freeships.

[View Document](#)

Institutional data in the prescribed format

[View Document](#)

Provide Links for any other relevant document to support the claim (if any)

[View Document](#)

5.1.2

Following capacity development and skills enhancement activities are organised for improving students' capability

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

Response: A. All of the above

File Description	Document
Report with photographs on Programmes /activities conducted to enhance soft skills, Language and communication skills, and Life skills (Yoga, physical fitness, health and hygiene, self-employment and entrepreneurial skills)	View Document
Report with photographs on ICT/computing skills enhancement programs	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.1.3

Percentage of students benefitted by guidance for competitive examinations and career counseling offered by the Institution during the last five years

Response: 19.2

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

2021-22	2020-21	2019-20	2018-19	2017-18
105	33	55	55	122

File Description	Document
Institutional data in the prescribed format	View Document

5.1.4

The institution adopts the following for redressal of student grievances including sexual harassment and ragging cases

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

Response: A. All of the above

File Description	Document
Proof w.r.t Organisation wide awareness and undertakings on policies with zero tolerance	View Document
Proof related to Mechanisms for submission of online/offline students' grievances	View Document
Proof for Implementation of guidelines of statutory/regulatory bodies	View Document
Details of statutory/regulatory Committees (to be notified in institutional website also)	View Document
Annual report of the committee motioning the activities and number of grievances redressed to prove timely redressal of the grievances	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2 Student Progression

5.2.1

Percentage of placement of outgoing students and students progressing to higher education during the last five years

Response: 44.61

5.2.1.1 Number of outgoing students placed and / or progressed to higher education year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
45	45	41	29	18

5.2.1.2 Number of outgoing students year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
101	112	88	52	46

File Description	Document
Number and List of students placed along with placement details such as name of the company, compensation, etc and links to Placement order(the above list should be available on institutional website)	View Document
List of students progressing for Higher Education, with details of program and institution that they are/have enrolled along with links to proof of continuation in higher education.(the above list should be available on institutional website)	View Document
Institutional data in the prescribed format	View Document
Provide Links for any other relevant document to support the claim (if any)	View Document

5.2.2

Percentage of students qualifying in state/national/ international level examinations during the last five years

Response: 0

5.2.2.1 Number of students qualifying in state/ national/ international level examinations year wise during last five years (eg: IIT/JAM/NET/SLET/GATE/GMAT/GPAT/CLAT/CAT/ GRE/TOEFL/ IELTS/Civil Services/State government examinations etc.)

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description	Document
Institutional data in the prescribed format	View Document

5.3 Student Participation and Activities

5.3.1

Number of awards/medals for outstanding performance in sports/ cultural activities at University / state/ national / international level (award for a team event should be counted as one) during the last five years

Response: 0

5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one) year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**5.3.2**

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

Response: 12.2

5.3.2.1 Number of sports and cultural programs in which students of the Institution participated year wise during last five years

2021-22	2020-21	2019-20	2018-19	2017-18
9	0	19	11	22

File Description**Document**

Upload supporting document

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**5.4 Alumni Engagement****5.4.1**

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

Response:

The college has established an Alumni Association .However it is not a registered association. The meetings of alumni are held annually in the college. The aims and objectives of the association are :

1. To establish a link between the college and alumni.
2. To contribute to development of the college.
3. To encourage and support co-curricular activities in the college.

The composition of alumni association of the college is as follows :

Sr.

No.	Name and Designation	Responsibility
1	Dr. H. M. Khanzode, Principal	Chairman
2	Shri. R. T. Sawai, Director of Physical Education	Co-ordinator
3	Dr. M. M. Deshmukh, IQAC Co-ordinator	Member
4	Shri. Vinod Lohkare, Teacher, Lokmanya High School,Ashti	Representative in CDC
5	Shri .Jaydev Deshpande Teacher, Lokmanya High School,Ashti	Member
6	Shri. Dinesh Ingale , Businessman	Member
7	Mr. Ehfaz khan , Businessman	Member

The alumni has held four meetings has held three meetings in last five years .The first meetings was held on 10/12/2021.18 alumni were present in the meeting .Second meeting was held on 28/8/2019 . 15 alumni shared their experiences in the meeting. 33 alumni were present in the meeting held on 15/12 /2018.

The contribution made by alumni to the college is as follows :

1. An alumni Shri. Pritam Gayki has presented a set of 15 books on “Contribution of Reformers in Social Movements in Maharashtra” to college library.
2. The alumni extends full co-operation to college in organizing extension activities in villages where they reside. Local support helps a lot in proper management of activities.
3. An alumni Shri . Rahul Lakhe is resource person in a NGO - “**Anulom** ” which works for giving information of many beneficiary schemes of State Government to people. It has also launched an app for this purpose. He organized a workshop for on 8 September 2019 for students in the college. The theme of the workshop was “*Yuva Mahiti Doot* (Young information Messangers) ”. 49 students were present in the workshop. Shri. Lakhe guided students about use of app for welfare of downtrodden in society.

File Description	Document
Upload Additional information	View Document

Criterion 6 - Governance, Leadership and Management

6.1 Institutional Vision and Leadership

6.1.1

The institutional governance and leadership are in accordance with the vision and mission of the Institution and it is visible in various institutional practices such as NEP implementation, sustained institutional growth, decentralization, participation in the institutional governance and in their short term and long term Institutional Perspective Plan.

Response:

The vision of Shri Samarth Shikshan Prasarak Mandal is based on noble thought -“Nothing is pure than knowledge”. Our college follows vision of parent society and aspires to achieve academic excellence by inculcating sincerity, integrity and discipline in pursuit of knowledge.

The college aims at creating atmosphere for good education and character building of students. It seeks support and co-operation from all teachers, students and non-teaching staff, alumni and other stakeholders. It ensures that they are fairly represented in College Development Committee, Staff Council and Internal Quality Assurance Cell according to prevailing rules. There are committees to carry out various academic and administrative functions. They prepare annual action plans and carry them out in a co-operative way. The decisions in all meetings are made in a fair and transparent manner. The members of parent society give timely suggestions for improvement in performance of the college. NSS unit engages students on various social issues and community engagement. Students are represented in various co-curricular and extra-curricular committees of the college.

The National Education Policy 2020 is bringing about overall changes in education system in India. The college has following long term plan to meet the challenges before it.

Long Term plans

- (1) The college would adapt itself to upcoming reform initiatives.
- (2) It would take steps to widen access, equity and diversity in view of incoming flow from rural area.
- (3) It would ensure consistency in accreditation process which is now mandatory.
- (4) The college would strengthen teaching –learning process and use of technology.
- (5) The teaching –learning process would be supportive to enhance learning outcomes
- (6) Research temperament among teachers would be promoted

However as a small step towards adopting NEP-2020, the college has made following efforts to implement it .

(1) Dr. H. M. Khanzode, Principal of college made a power point presentation on NEP -2020 and ABC before the students on 30 April 2022 .He explained multiple entry-exit system and flexibility offered in new policy .He also emphasized that students should switch over to online courses for career progression .

(2) He has also participated and completed UCC approved Short Term Professional Development Programme on “Implementation of NEP-2020 for University and College Teachers” under Pandit Madan Mohan Malaviya National Mission on Teachers and Training during 21-31 December 2022.

(3) The institution arranged a drive to register students in Digilocker, which is essential to access Academic Bank of Credit. It has appointed a Nodal officer for Digilocker platform as per directions of R. T. M. Nagpur University, Nagpur. At present, 72 students of B. A. and B. Com. Programme have registered themselves in DigiLocker. Efforts are going on to register all students in DigiLocker app.

(4) Our institution organized a guest speech on “NEP 2020” on 08 February 2021 for teaching staff .Dr. Manjushree Sardeshpande, Professor of English from Dharampeth Arts and Commerce College , Nagpur elaborated on dimensions of New education Policy 2020.

File Description	Document
Upload Additional information	View Document

6.2 Strategy Development and Deployment

6.2.1

The institutional perspective plan is effectively deployed and functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment, service rules, and procedures, etc

Response:

Deployment and functioning of institutional bodies of the college is as follows :

1) Admission of Students

The prospectus of the college is prepared well in advance before beginning of admission process. Flex boards and pamphlet are used for wide publicity of admission process. An admission committee is set up to give proper guidance to students for completing admission process.

2) Decentralized and Participative Management

The college has decentralized and participative management in college development. College Development Committee is established as per Maharashtra Public Universities Act. Internal Quality Cell and Staff Council is active in smooth functioning and timely decisions. The meetings of these bodies are regularly held. Various committees are formed to implement policies and aims of the college. The

teachers shoulder responsibilities as in-charge of these committees. The committees prepare action plans of activities. The plans are incorporated in academic calendar of the college.

3) Follow up in IQAC and Staff Council

The IQAC takes follow up of academic calendar in its meetings. The staff council take follow up of internal evaluation, completion of syllabi as well as extra-curricular and extension activities in the college. Members of parent society give timely suggestions for improvements in quality assurance whenever they interact with staff of the college.

4) Teaching –Learning Process

The college gives emphasis on this process. The teachers prepare teaching plans that include schedules of unit tests, assignments, classroom seminars, viva and other activities for transparent internal evaluation.

Four posts of fulltime teachers are vacant at present in the college. Hence the college has recruited five clock hour basis teachers in accordance with State Govt. and University rules to avoid academic loss of students. The college took care that teaching –learning process is not hampered during COVID-19 lockdown period. Time tables were circulated in Whats app groups of all classes. All teachers engaged classes through Google Meet.

5) Appointments and Promotions

The appointments and placements under CAS of teachers are made in accordance with regulations of UGC,

State Govt. and R. T. M. Nagpur University. The appointments and promotions of non- teaching staff are also done as per prevailing rules.

6) Examination and Evaluation

The college gives importance to transparent mechanism of internal evaluation. Teachers conduct unit tests, home assignments, seminars and viva for internal evaluation. The college is centre for conducting University theory examinations. Hence it is ensured that examinations are conducted in peaceful and disciplined manner.

As per Direction No.3 of R.T. M. Nagpur University, the college conducted the examinations of first semester of B.A. and B.Com. during 14 February to 28 February 2022. It was conducted in online mode through Google format. The teachers of college set MCQ pattern question papers. The marks of students were uploaded in university portal in due time.

7) Infrastructure Development

The sources of college for infrastructure development are limited. Efforts are made to maintain existing infrastructure. It is used at optimal level for teaching –learning process and other activities.

File Description	Document
Upload Additional information	View Document
Institutional perspective Plan and deployment documents on the website	View Document
Provide Link for Additional information	View Document

6.2.2

Institution implements e-governance in its operations

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

Response: A. All of the above

File Description	Document
Screen shots of user interfaces of each module reflecting the name of the HEI	View Document
Institutional expenditure statements for the budget heads of e-governance implementation ERP Document	View Document
Annual e-governance report approved by the Governing Council/ Board of Management/ Syndicate Policy document on e-governance	View Document

6.3 Faculty Empowerment Strategies

6.3.1

The institution has performance appraisal system, effective welfare measures for teaching and non-teaching staff and avenues for career development/progression

Response:

Performance Based Appraisal System

Placements of teacher under Career Advancement Scheme are done in accordance with prevailing rules of UGC. A teacher, who becomes eligible for promotion under Career Advancement Scheme of UGC, applies to the college for completing the process of placement. placements for next higher scale under CAS are done on basis of API score in assessment period. The PBAS forms of a teacher along with all essential documents and certificates are submitted to IQAC Co-ordinator. The documents include records

of classroom teaching, research projects, research publications, co-curricular activities, professional development etc. Teacher's contribution to college development is also taken account. The IQAC Co-ordinator and Principal verify all documents. The API score during assessment period is calculated as per indicators set by UGC. The placement is done by an expert committee set up by the University. The President of parent society is chairman of the committee. The society takes care that the placement process of teachers is not unnecessarily delayed.

The teachers and non-teaching are encouraged to participate in Professional Development programmes /workshops for their career progression.

The assessment of non-teaching staff is done by observing their sincerity, working skill, ability to learn new technique and their behaviour with stakeholders. They fill up their self assessment forms at the end of every year. Their promotions are based on their gradation in self-appraisal forms.

Effective Welfare Measures

The parent society and college carefully look that services, incentives and post retirement benefits of teaching and non –teaching staff are safeguarded according to prevailing rules and regulations. Following measures are taken by college for this purpose:

The accounts of the General Provident Fund and Defined Contributory Pension Scheme of all teaching and non-teaching staff are regularly updated and submitted to Joint Director ,Higher Education, Nagpur. The receipts of GPF and DCPS are regularly circulated to staff every year.

1. The Govt. of Maharashtra has initiated Group Personal Accidental Insurance Scheme since 2017 for all state Govt. employees. The college has subscribed to the scheme. The premium is deducted from staff salary and deposited to Govt .treasury in the month of March every year.
2. The pension cases of retiring employees are forwarded to Joint Director, Higher Education, Nagpur well in advance .
3. The claims for earned leave encashment and medical reimbursement by employees are submitted to Office of Joint Director, Higher Education as early as possible.
4. Employees apply for loan cases to banks and credit societies .The approval to loan cases of employees is given at the earliest by the college.
5. The deductions of insurance policies from salaries of employees are sent to LIC in time.
6. The income tax deducted from employees' salary is deposited to treasury in time.
7. The medical leaves and other leaves are granted to teaching as well as non-teaching staff as and when required.

File Description	Document
Upload Additional information	View Document

6.3.2

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

Response: 0**6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	0	0	0	0

File Description**Document**

Policy document on providing financial support to teachers

[View Document](#)

Institutional data in the prescribed format

[View Document](#)**6.3.3**

Percentage of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years

Response: 4.55**6.3.3.1 Total number of teaching and non-teaching staff participating in Faculty development Programmes (FDP), Management Development Programmes (MDPs) professional development /administrative training programs during the last five years**

2021-22	2020-21	2019-20	2018-19	2017-18
0	1	0	1	1

6.3.3.2 Number of non-teaching staff year wise during the last five years

2021-22	2020-21	2019-20	2018-19	2017-18
4	5	5	6	6

File Description	Document
Institutional data in the prescribed format	View Document
Copy of the certificates of the program attended by teachers.	View Document
Annual reports highlighting the programmes undertaken by the teachers	View Document

6.4 Financial Management and Resource Mobilization

6.4.1

Institution has strategies for mobilization and optimal utilization of resources and funds from various sources (government/ nongovernment organizations) and it conducts financial audits regularly (internal and external)

Response:

The financial resources of the college are limited. Hence the college looks that available funds are optimally used for maintenance and development purpose.

(1) A budget is prepared at the beginning of the session Expected expenditure on various heads is considered in the budget. Demands for book purchase by Library Advisory committee, sports items from Physical Education Deptt. are taken into consideration.

(2) The audited statements are kept before College Development Committee for review. The members make suggestions about the audits.

(3) Excess expenditure on any item is avoided by the college.

(4) Internal audit of all accounts of the college is regularly conducted by C.A. Ankit Malani and Company (Membership No.143424) , Nagpur.

(5) The copies of audited statements of salary and non salary accounts are submitted to Joint Director, Higher Education, Nagpur. The external audit of these accounts is conducted by this office. However they have not conducted external audit since 2011-12.

File Description	Document
Upload Additional information	View Document

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. It reviews teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals and records the incremental improvement in various activities

Response:

The Internal Quality Assurance Cell of the college plays an active role in encouraging academic and extra-curricular activities. The role and outcomes of IQAC activities is as follows :

- (1) IQAC has prepared Annual Quality Assurance Reports of college for last five years and submitted them to NAAC.
- (2) IQAC consolidated action plans of all committees and prepared the academic calendar of the college every year. It has also taken a follow up of activities and programmes as per the calendar.
- (3) IQAC has encouraged teachers to engage student centric methods like poster display, seminars, mock interviews etc.
- (4) IQAC has introduced and conducted a short term value added course in “Environmental Consciousness”.
- (5) IQAC took care that teaching-learning process is not hampered during COVID-19 lockdown situation. It encouraged all teachers to prepare their teaching plans in time .It also monitored smooth conduct of online classes.
- (6) It has introduced semester wise test examination from Summer 2022 to improvise performance of students in university examinations.
- (7) IQAC has conducted four **Students’ Induction Programmes** in last five years as per guidelines from UGC. It acquaints newly admitted students with support facilities in the college.
- (8) It has promoted activities under Career and Counseling Cell like guidance sessions and personality development workshops by experts.
- (9) IQAC has conducted students seminars on socio-economic cross cutting issues like human rights and Indian economy.
- (10) It has encouraged teachers to conduct remedial coaching for slow learners.
- (11) IQAC has also encouraged teachers to engage in mentor scheme during 2019-20 and 2021-22 to look after students’ issues of academic progression and support.
- (12) IQAC has conducted four students’ feedback during 2017-18 to 2021-22. The feedback of 2021-22

is displayed on college website.

(13) IQAC has conducted four Students' Satisfaction Surveys during 2018-19 to 2021-22 and displayed them on institutional website.

(14) IQAC has encouraged Deptt. of Physical Education to engage students in Yoga activities. The Deptt. has consistently conducted yoga sessions. It has also participated in '750 millions Surya Namaskar challenge project'. A session on Yoga and Surya Namaskar is organized every year in collaboration with HVPM, Amravati.

(15) IQAC encourages extra-curricular activities in the college.

(16) IQAC organized a lecture on "Documentation for SSR Preparation" on 20 April 2022. Dr. B. V. Shete Principal, Yashoda Girls College, Nagpur was speaker.

(17) Directorate of Culture, Govt. of Maharashtra celebrated 2018-19 as birth centenary year of great Marathi litterateurs, namely, P. L. Deshpande, G. D. Madgulkar and great musician Sudhir Phadke. The Govt. sponsored workshops on writing, poetry and music in colleges throughout Maharashtra. Our college was selected to organize the workshop. IQAC took initiative and organized daylong workshop on 23 January 2019 in college. 300 students participated in the workshop. The parent society provided financial assistance for the workshop.

(18) RTM Nagpur has directed colleges to conduct examinations of odd semesters at college level from 2021-22 onwards. Accordingly IQAC members worked together to conduct examination of first semester in online mode.

File Description	Document
Provide Link for Additional information	View Document

6.5.2

Quality assurance initiatives of the institution include:

- 1.Regular meeting of Internal Quality Assurance Cell (IQAC); quality improvement initiatives identified and implemented**
- 2.Academic and Administrative Audit (AAA) and follow-up action taken**
- 3.Collaborative quality initiatives with other institution(s)**
- 4.Participation in NIRF and other recognized rankings**
- 5.Any other quality audit/accreditation recognized by state, national or international agencies such as NAAC, NBA etc.**

Response: D. Any 1 of the above

File Description	Document
Link to Minute of IQAC meetings, hosted on HEI website	View Document

Criterion 7 - Institutional Values and Best Practices

7.1 Institutional Values and Social Responsibilities

7.1.1

Institution has initiated the Gender Audit and measures for the promotion of gender equity during the last five years.

Describe the gender equity & sensitization in curricular and co-curricular activities, facilities for women on campus etc., within 500 words

Response:

(A) Internal Women's Grievance Redressal Committee :

Internal Women's Grievance Committee is active in the college. It regularly holds its meetings and prepares action plan for gender sensitization focusing on women's rights and gender equity, Interactive Session with experts and Survey in rural area to create awareness on health and hygiene.

(B) Workshop on Women's Safety :

The students should realize that all citizens, whether male or female, are respectable. The college has organized two legal awareness camps in collaboration with Taluka Vidhi Seva Samiti, Ashti on 13th February 2020 and 17 January 2022. Hon'ble Judge of Ashti Court Shri M. J. Mohod was Chairman of the programmes. Legal experts focussed on various laws like POCSO and women's rights etc.

(C) Gender Sensitization :

The college organized an **online programme** on "**Legal protection for Women's and children's safety**" on International Women's Day on 8 March 2021. Mrs. Madhuri Bhojar, Distt. Women and Children Safety Officer, Wardha elaborated on prevailing laws protecting women's rights and children's right to education.

A programme was organized by the cell on 08 March 2022 i.e. International Women's Day "**Gender Awareness and Responsibility of Youth**". Ku. Pratiksha Dapurkar, social activist was the resource person. She expressed that even in 21st century, the attitude of society to look towards women's issues has not changed. There is a need for society to introspect and bring about a change. Total 74 students were present in the programme.

(D) National Girl Child Day :

A symposium was organized on 24 January 2022 i. e National Girl Child Day. Four students expressed their thoughts on issues like domestic violence, social status of women in India, etc. Chief guest Mrs. Pratiksha Dapurkar expressed that even in 21st century, attitude of society to look towards women has not changed.

(E) Health and Hygiene :

The NSS unit of the college conducted four surveys on women's hygiene awareness conducted in residential camps at villages Thar, Parsoda, Bharaswada and Lahan Arvi during last five years. In all 63 girl volunteers participated in the survey. They surveyed 343 women in these villages. The objective of survey was to create awareness about use of sanitary pads during menstruation period. The reports of the surveys were prepared and submitted to the college.

(F) Spreading Message :

The NSS displays a flex on the theme 'Save girl child 'on 15 August every year in college campus. It spreads of message against illegal practice of amniocentesis and draws attention to decreasing birth ratio of girl child.

(G) Facilities for Girl students:

The college has separate toilet and common room facility for girl students. The medical tests of all girl students are conducted by a lady doctor every year according to rules of RTM Nagpur University.

The college is committed create awareness on gender equity .The participation of girl students in co-curricular and extra –curricular activities is always encouraged.

File Description	Document
Upload Additional information	View Document

7.1.2

The Institution has facilities and initiatives for

- 1. Alternate sources of energy and energy conservation measures**
- 2. Management of the various types of degradable and nondegradable waste**
- 3. Water conservation**
- 4. Green campus initiatives**
- 5. Disabled-friendly, barrier free environment**

Response: B. 3 of the above

File Description	Document
Policy document on the green campus/plastic free campus.	View Document
Geo-tagged photographs/videos of the facilities.	View Document
Circulars and report of activities for the implementation of the initiatives document	View Document

7.1.3

Quality audits on environment and energy regularly undertaken by the Institution. The institutional environment and energy initiatives are confirmed through the following

- 1.Green audit / Environment audit**
- 2.Energy audit**
- 3.Clean and green campus initiatives**
- 4.Beyond the campus environmental promotion activities**

Response: C. Any 2 of the above

File Description	Document
Report on Environmental Promotional activities conducted beyond the campus with geo tagged photographs with caption and date	View Document

7.1.4

Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and Sensitization of students and employees to the constitutional obligations: values, rights, duties and responsibilities of citizens (Within 500 words)

Response:

(1)Following efforts are made by the college to create inclusive environment i.e. tolerance and harmony towards cultural, regional, linguistic, communal, socioeconomic dimension :

(a)The college celebrates anniversaries of our great freedom fighters. These programmes give a message of patriotism and harmony among students. They fill us with a sense of pride and belonging for our motherland. The message of non violence and peace by Mahatma Gandhi encourages us to shed hatred and follow path of tolerance.

(b) Students contribute to 'Flag Day Collection' during National Harmony Week. It shows

importance of communal harmony and gives them a wide vision to look at society. It gives a message that one should understand diverse culture of India and adopt harmonious way of life.

(c)National Minority Rights Day programme is organized in college. It upholds rightto freedom and equal opportunities

for the minorities in India and creates awareness about their rights. It gives a message that our constitution does not discriminate in minorities and respects their religious faith.

(d)The college also takes care of *Divyangjan* (physically disabled) persons. A ramp facility is available for such persons.

(e)The NSS unit renders service to society by conducting blood donation camps, cleanliness drive,

Pulse Polio campaign, health diagnostic camp etc. These activities cut across all differences in society. NSS volunteers of all castes, creed and religions work together for social cause.

(f) SC/ST and OBC Cells are functional in the college. They facilitate financial support to students belonging to these categories from governmental agencies.

(2) The college makes following efforts for sensitization of students and employees to the constitutional obligations and values such as rights, duties and responsibilities. :

(a) The college regularly begins with singing of national anthem. It carries a great value in every student's life. Our college is awarded certificate for successful participation in *Rashtragaan* under an initiative by the Ministry of Culture, Govt. of India to mark *Azadi Ka Amrit Mahotsav* on 15th August 2021.

(b) Independence Day and Republic Day are celebrated with enthusiasm in the college.

(c) A programme is organized on 'Constitution Day' to enlighten the students about greatness and sanctity of our constitution.

(d) A programme is organized on National Voters' Day by Electoral Literacy Club of college. It spreads message in students that they should understand importance of voting right in democracy. "Voters' Registration Campaign" is also organized by the college for enrolment of eligible students in voters' list.

(e) 'Swachhata Abhiyan' are taken by NSS unit of the college. Cleanliness drive is carried in public places like bus station, streets etc. These drives give a message to student that one should not be ashamed of performing any work for social service.

(f) Internal Women's Grievance Redressal Committee is active in college. Any untoward incident is not tolerated. Workshops to enlighten students on gender equity are organized. It gives a message that every citizen should respect womanhood and their equal status in society.

File Description	Document
Provide Link for Additional information	View Document

7.2 Best Practices

7.2.1

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

Response:

Best Practice I

Yoga - A Way of Life

Yoga is an exercise for human beings for leading active and healthy life. It brings about positive changes in the behavior of an individual. It depicts relationship between nature and human beings. Yoga promotes the efficiency and productivity of human resources. Everybody should engage oneself in Yoga activities for enhancement in energy, stability and power of mind.

Objectives of the Practice

- To create awareness about Yoga in daily life among students
- To motivate them for healthy and discipline way of life
- To elaborate benefits of Yoga for healthy and stress free life .

Context of the Practice

Education is a transformative process which enhances capacity building and generating confidence among students. It is possible to utilize their capacity in proper direction through Yoga practices. In another way, Yoga is essential for students to transform their capacity into productive assets.

The Practice

Department of Physical Education took initiative to conduct Yoga sessions. A schedule of Yoga sessions for students is drafted at beginning of the session. Batch wise Yoga sessions are held during 7.30 to 8.00 a.m. in the morning. The college has consistently organized sessions for last five years.

In addition to this, the college also took initiative in participating in missions like 75 Crores Surya Namaskar Challenge Project, International Yoga day, workshops on Yoga and Surya Namaskar .

Many asanas like *Padmasan, Dhanurasan Bhujangasan Sukhasan Tadasan and Surya Namaskar* are practiced. Breathing exercises like *Omkar pranayam, Anulom –vilom, Shitali Pranayam, Bhramari Pranayam, Kapal bhati* are also included .

A workshop on Yoga and Surya Namaskar is organized every year. Yoga experts give live demonstration and guide students on the right techniques of performing Yoga and Surya Namaskar. The importance of Yoga and breathing exercises is underlined in view of increasing health issues in post COVID -19 pandemic period.

Evidence of Success

1. Average 25 students participated in daily Yoga and Surya Namaskar sessions.
2. The college has organized 67 session of Yoga and 05 training workshops of Surya Namaskar for students in last five years.
3. Yoga is always useful for students. It brings positive changes in terms of increase in concentration, stability of mind and generation of confidence among students.

Limitations

1. Low awareness about Yoga among students is the cause of low participation.

2. There is hesitation in students to explore their sense and consciousness about Yoga.
3. The students are more attracted to use mobiles and social media. This has negatively affected their participation in Yoga. Excessive use of mobiles is creating health issues for young generation.

Resources Required

1. Director of Physical Education is committed to conduct Yoga sessions. The Deptt. of Physical Education should make more efforts to increase the number of participating students.
2. Teachers should motivate students to participate in daily Yoga sessions.
3. Enthusiasm and participation of students in engaging Yoga is most important.

Best Practice II

: Creating Awareness about Road Safety :

Objectives :

- (1) To convince students and citizens about importance of road safety in human life.
- (2) To create awareness about rules and regulations of road traffic.
- (3) To encourage safer road user behavior.

Context:

Road transport is an integral part of every human being. Present development has minimized the distances but on the other hand it has increased the life risk. A number of people lose their lives in road crashes every year in India. These crashes occur due to carelessness or due to lack of road safety awareness. Hence road safety education is as essential as any other basic skill of survival.

Some basic principles about road safety are as follows .:

- (1) Human error is the main cause of most of road crashes .
- (2) A human being has limited physical ability to bear physical injuries.
- (3) Life of a human being is precious and it is above all priorities .

The Practice :

NSS unit has been organizing road safety campaign in co-operation with local police authorities for last five years during road safety week. NSS volunteers take out a rally by main road of the town. They hold placards and banners that display messages to avoid mistakes while driving on roads and save human life. Volunteers stand by sides of main road in Ashti and circulate pamphlets that appeal to follow traffic

rules. They present rose flowers to drivers as a mark of goodwill and safety. They perform a street play that gives message to follow traffic rules .

‘Drink and Drive ’is also a serious concern in road traffic as it is a major cause of many crashes. Everybody should realize that one should not drink and drive as it endangers life of others. An appeal is made to all to not to use fancy number plates as it can lead to misleading information in case of mishap.

The Police officials appeal that NSS Volunteers should come forward to educate citizens for fitting reflectors on vehicles, using seat belts and helmets. People should avoid using mobile phones while driving. They also warn parents against allowing their ward of minor age to drive vehicles.

Evidence of Success:

- (1)The NSS Unit has consistently organized road safety awareness campaigns in last five years .
- (2) Local police authorities have always co-operated with college in the campaign .
- (3)The people also operate the college in the campaign.

Problems encountered :

- (1)People in general have tendency to neglect traffic rules .
- (2)Students are not aware of traffic rules and regulations .
- (3)Parents are not aware of the danger when they allow their teenager wards to drive.

Resources required:

- (1)A dedicated team of teachers and volunteers should come forward and lead a mission to create awareness in people and especially parents to follow traffic rules.
- (2)All sectors of society should co-operate government authorities to prevent loss of human lives in road crashes.

File Description	Document
Best practices as hosted on the Institutional website	View Document

7.3 Institutional Distinctiveness

7.3.1

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

Response:

Community engagement can be attributed as institutional distinctiveness of Shri Samarth Arts and Commerce College, Ashti. Extension activities strengthen linkage between college and community. NSS unit has a collective role to play in collaboration with local authorities. It follows its motto – ‘Not Me But You’ and organizes activities related with public health, sanitation, environmental conservation, financial literacy, self employment etc. Co-operation and commitment from all stakeholders is the key to success of such initiatives. The initiatives of the college are classified in following segments :

(A) Extension activities in neighborhood areas by NSS unit :

NSS unit focuses on various issues in extension activities as given below . :

1. Tree Plantation : The NSS volunteers regularly participate in tree plantation in college campus .They also contribute to social forestation programmes in surrounding villages.

(2)Swachhata Abhiyan : Mahatma Gandhi has said – ‘Cleanliness is next to Godliness.’ Cleanliness should not only be a habit but a way of life . One should not keep oneself away from cleanliness mission. 241 NSS volunteers have participated in Swachhata abhiyans organized in last five years. The students regularly take up Swachhata abhiyan in the surrounding area at Kapileshwar tank to remove plastic waste and garbage. 113 students have contributed to this initiative.

(3)Leprosy detection survey : The college co-operates rural hospital in Leprosy detection survey .67 NSS volunteers have participated in 03 surveys in last five years .

(4)Pulse Polio mission : 167 NSS volunteers have co-operated Rural Hospital. Ashti in Pulse Polio vaccination missions organized in last five years .

(5)Road safety awareness campaign : The NSS unit co-operates local Police authorities in Road safety awareness campaign .Total 222 volunteers have participated in campaign in last five years .

(6) Residential camps : NSS unit conducts seven days special residential camp every year in villages around Ashti. Many activities including blood group and sickle cell check up camps, guidance sessions for self-help groups are organized in the camp. Volunteers also join *Shramdan* for swachhata abhiyan in village. A livestock diagnostic camp is organized for cattle as it is an asset for farmers. Enlightenment sessions are also organized on social issues by experts from various fields like digital banking, organic farming, micro finance, cashless economy, water literacy, etc. Total 300 students have participated in four camps organized at Thar, Parsoda, Bharaswada and Lahan Arvi village in last five years.

(7)Women’s sanitation survey : The NSS has conducted 04 women’s sanitation surveys in last five

years .The purpose of the survey is to create awareness among women in rural area about personal and social hygiene .

(8) **Blood Donation Camps :** The college has organized three blood donation camps in collaboration with Dr. Hedgewar Blood Bank ,Nagpur

(9)**Drinking Water facility** – NSS volunteers distribute drinking water to people during Mahashivratri fair at Kapileshwar temple in Ashti as a gesture of social service .

(B) Engagement in Adopted Village :

The college has adopted village Porgavan as for social engagement. Staff council of the college made a resolution in this regard in meeting. NSS Co-ordinator worked as organizer of the engagement .Social issues were classified and were entrusted to teachers of the college. They conducted surveys in which villagers ranging from school going children to senior citizens were included. They prepared schedules for acquiring information related to problems in the village .The issues engaged by teachers in the village focused on (a) Study of Sport Involvement and Awareness in School student, (b) Benefits of Government Schemes, (c) water, literacy and environmental awareness, and (d) Women’s sanitation survey. The college also conducted a survey on “Post COVID-19 effects on rural area- A case study of Porgavan”. A team of four students, who live in Porgavan, have assisted in surveys. These surveys help to identify the problems which have been left unnoticed. The applied field work helps the students to increase their analytical ability.

(C) Community service during COVID-19 lockdown period :

The NSS volunteers worked during 10 March to 30 June 2021 and participated in various initiatives to prevent the spread of COVID-19. Its details are as follows:

- 1.16 NSS volunteers circulated pamphlets in 10 villages around Ashti during 10 to 13 March 2021.The pamphlets carried information about causes and effects of the spread of Corona virus.
- 2.06 volunteers prepared 470 face masks and handed it over to the college .These masks were circulated by 15 volunteers in Ganeshpur locality (slum area) in Ashti during 8 April to 25 April 2021. They also convinced people about importance of social distancing and requested them to follow it.
- 3.Crowded public place are hotspots of Corona virus spread out. Hence 18 volunteers reached crowded places like banks, ration shops during 27 April to 10 May 2021 .They helped the concerned authorities to monitor physical distancing in large queues and requested people to follow guidelines issued by the Govt in this regard.
- 4.NSS also used social media for giving message to prevent spreading out of Corona.08 volunteers created 160 digital messages and 01 video and circulated them among many Whats app groups. The messages appealed the people to follow the guidelines issued by the Govt. from time to time.
- 5.NSS co-operated in sanitization at Lahan Arvi village on 30 June 2020.
- 6.NSS volunteers also co-operated in downloading of “Aarogya Setu” app in their residential areas.

The activities show commitment of the college towards community engagement. The initiatives under

community engagement inculcate value of labor, commitment to social cause, selflessness and co-operative culture in students. These activities help students to introspect and prepare themselves to face challenges in time to come.

File Description	Document
Appropriate web in the Institutional website	View Document

5. CONCLUSION

Additional Information :

Additional Information

The members of parent society i.e. Shri Samarth Shikshan Prasarak Mandal are closely associated with the college. Most of the members belong to teaching profession as they have worked as Head of School or Principal of College in the past. They are aware of the problems of students of rural area. The members remain in touch with students and teachers and make efforts to solve their problems. The atmosphere in the college is cordial and harmonious. All members of society as well as employees of the institution work together like a closely knit family.

Concluding Remarks :

The college has not introduced any new programme or course during last five years. But it has made certain efforts to strengthen and sustain existing programmes. It has followed all norms set by UGC, State Govt. and R. T. M. Nagpur university in its functioning.

The college carries student-centric teaching –learning process, extra-curricular and co-curricular activities. It looks that students get benefits of all activities and schemes.

Teaching –learning and evaluation process is carried out in a timely manner. Teachers make efforts for academic progression of students.

NSS undertakes a number of activities to sensitize students to social issues. It involves them in beyond the campus activities. The research activity in college needs to be encouraged,

The college has made efforts to develop and maintain existing infrastructure. Library caters to academic needs of students. The ICT facility should be strengthened in view of growing importance of E-governance and online resources of education.

The management of the college follows decentralized and participative principle in administration. College Development Committee, IQAC and Staff Council are active. Various committees in the college shoulder the responsibility of conducting programmes in all fields. The college makes efforts to create about awareness gender sensitization, environmental protection and energy conservation.

NEP-2020 has brought about major changes in higher education. In view of this, the college has following measures to face problems in future :

(1) The college would encourage students to register themselves in DigiLocker for access to Academic Bank of Credit

(2) The college would emphasize on inclusion of experiential and project based learning for offering new learning environment to students.

- (3) All students must be aware of growing importance and benefits of online education in higher education system.
- (4) The college would encourage teachers to participate in Professional Development Programmes to update themselves.
- (5) Existing Learner Support System in college should be enhanced in following area: (a) Infrastructure, (b) use of innovative methodology in teaching, (c) library resources and (d) sports and recreational facilities.
- (6) There are limited financial resources available for infrastructure development. The problem would be addressed under guidance of parent society.

6.ANNEXURE

1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																																								
1.4.1	<p><i>Institution obtains feedback on the academic performance and ambience of the institution from various stakeholders, such as Students, Teachers, Employers, Alumni etc. and action taken report on the feedback is made available on institutional website</i></p> <p>Answer before DVV Verification : A. Feedback collected, analysed, action taken& communicated to the relevant bodies and feedback hosted on the institutional website Answer After DVV Verification: D. Feedback collected Remark : as per the documents</p>																																								
2.1.2	<p><i>Percentage of seats filled against reserved categories (SC, ST, OBC etc.) as per applicable reservation policy for the first year admission during the last five years</i></p> <p>2.1.2.1. Number of actual students admitted from the reserved categories year wise during last five years (Exclusive of supernumerary seats) Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>84</td> <td>91</td> <td>101</td> <td>96</td> <td>99</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>107</td> <td>108</td> <td>117</td> <td>121</td> <td>118</td> </tr> </tbody> </table> <p>2.1.2.2. Number of seats earmarked for reserved category as per GOI/ State Govt rule year wise during the last five years Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>116</td> <td>116</td> <td>116</td> <td>116</td> <td>116</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td>125</td> <td>125</td> <td>125</td> <td>125</td> <td>125</td> </tr> </tbody> </table> <p>Remark : As per documents</p>	2021-22	2020-21	2019-20	2018-19	2017-18	84	91	101	96	99	2021-22	2020-21	2019-20	2018-19	2017-18	107	108	117	121	118	2021-22	2020-21	2019-20	2018-19	2017-18	116	116	116	116	116	2021-22	2020-21	2019-20	2018-19	2017-18	125	125	125	125	125
2021-22	2020-21	2019-20	2018-19	2017-18																																					
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116	116	116	116	116																																					
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125	125	125	125	125																																					
2.4.2	<p><i>Percentage of full time teachers with NET/SET/SLET/ Ph. D./D.Sc. / D.Litt./L.L.D. during the last five years (consider only highest degree for count)</i></p> <p>2.4.2.1. Number of full time teachers with NET/SET/SLET/Ph. D./ D.Sc. / D.Litt./L.L.D year wise during the last five years</p>																																								

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
8	6	6	7	7

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
6	7	7	7	7

Remark : As per document

2.6.3

Pass percentage of Students during last five years (excluding backlog students)**2.6.3.1. Number of final year students who passed the university examination year wise during the last five years**

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
101	112	88	52	46

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
101	112	88	52	46

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

Answer before DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
107	119	91	68	108

Answer After DVV Verification :

2021-22	2020-21	2019-20	2018-19	2017-18
107	120	93	68	108

Remark : As per document

2.Extended Profile Deviations

ID	Extended Questions										
1.2	Number of teaching staff / full time teachers year wise during the last five years										
	Answer before DVV Verification:										
	<table border="1"> <thead> <tr> <th>2021-22</th> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	2021-22	2020-21	2019-20	2018-19	2017-18					
2021-22	2020-21	2019-20	2018-19	2017-18							

9	10	10	11	12
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Answer After DVV Verification:

2021-22	2020-21	2019-20	2018-19	2017-18
7	7	8	8	10