YEARLY STATUS REPORT - 2020-2021

Part A	
Data of the Institution	
1.Name of the Institution	SHRI SAMARTH ARTS AND COMMERCE COLLEGE ASHTI
• Name of the Head of the institution	DR. HEMANT M. KHANZODE
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	8275293959
• Mobile No:	9975477588
• Registered e-mail	shrisamarthcollege_ashti@rediffmail.com
• Alternate e-mail	hemantkhanzode@rediffmail.com
• Address	MORSHI ROAD ASHTI DISRICT WARDHA
• City/Town	ASHTI
• State/UT	MAHARASHTRA
• Pin Code	442202
2.Institutional status	
• Type of Institution	Co-education
• Location	Rural
• Financial Status	UGC 2f and 12(B)

• Name of the Affiliating University	**RASHTRASANT TUKADOJI MAHARAJ NAGPUR UNIVERSITY**
• Name of the IQAC Coordinator	**DR. MORESHWAR M. DESHMUKH**
• Phone No.	**9960462555**
• Alternate phone No.	**9096902477**
• Mobile	**8275293959**
• IQAC e-mail address	**shrisamarthcollege_ashti@rediffmail.com**
• Alternate e-mail address	**hemantkhanzode@rediffmail.com**
3.Website address (Web link of the AQAR (Previous Academic Year)	http://www.samarthcollegeashti.ac.in/files/AQAR_2019-2020.pdf
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	http://www.samarthcollegeashti.ac.in/files/Academic_Calendar_2020-2021.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**C+**	**63**	**2004**	**16/02/2004**	**15/02/2009**
Cycle 2	**C**	**1.81**	**2016**	**19/02/2016**	**18/02/2021**

6.Date of Establishment of IQAC	**22/07/2004**

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

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

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**
• Upload latest notification of formation of IQAC	View File

9.No. of IQAC meetings held during the year	**1**
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**
• If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
• If yes, mention the amount	

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

1) The IQAC submitted the AQAR of the year 2019-2020.

2) The IQAC encouraged teachers to conduct college level exams as per university directions.

3) IQAC encouraged NSS unit to conduct extension activity during COVID -19 lock down restrictions.

4) IQAC suggested teachers to prepare data as per NAAC guidelines and maintain Geotagged photos of activities.

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

Plan of Action	Achievements/Outcomes
1) International Yoga Day would be organized on 21 June .	The programme could not be conducted due to Lock down period.
2) Tree Plantation within college premises would be organized.	Tree plantation campaign was organized within college premises on 1 July 2020.
3) Student's Induction Programme would be organized for freshers	The programme could not be conducted due to Lock down period.
4) Teacher Lecture series would be conducted.	The programme could not be conducted due to Lock down period.
5) International Literacy Day programme would be organizedd.	The programme could not be conducted due to Lock down period.
6) Parent and Alumni meet would be organized	The programme could not be conducted due to Lock down period.
7) Students Seminar would be conducted by Research committee	The programme could not be conducted due to Lock down period.
8) NSS would organize regular activities and residential camp.	NSS conducted seven programmes in online mode and seven activities in offline mode. It could not conduct residential camp due to Lock down.
9) A book exhibition would be organized by college library.	The programme could not be conducted due to Lock down period.
10) Marathi Bhasha Samvardhan Pandharwada would be organized by Deptt of Marathi.	The programme could not be conducted due to Lock down period.
11) Essay and Reading competition would be by the college library.	The programme could not be conducted due to Lock down period.
12) Programme on Gender sensitization would be	The programme could not be conducted due to Lock down

organized.	period.
13) International Women Day would be organized on 8 March.	Programme on International Women Day was organized on 8 March.
14) Zep (College magazine) would be published.	Zep (College magazine) was published.
15) Student's Feedback would be conducted	The programme could not be conducted due to Lock down period.
16) Marathi Deptt. would introduce a value added course for students	The programme could not be conducted due to Lock down period.
17) Session on Yoga practice and workshop on Suryanamaskar would be organized.	Online session on Yoga practice and workshop on Suryanamaskar was organized on 13 March 2021.
18) Sports and Cultural Programme would be organized.	The programme could not be conducted due to Lock down period.
19) Organ Donation Awareness programme would be organized.	The programme could not be conducted due to Lock down period.
20) NSS would participate in Pulse Polio mission.	NSS participated in Pulse Polio mission during 31 January to 2 February 2021

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

- Name of the statutory body

Name	Date of meeting(s)
IQAC	24/03/2022

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-2021	17/01/2022

Extended Profile

1.Programme	
1.1 Number of courses offered by the institution across all programs during the year	**2**

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

2.Student	
2.1 Number of students during the year	**371**

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

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**374**

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

2.3 Number of outgoing/ final year students during the year	**120**

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

3.Academic	
3.1 Number of full time teachers during the year	**10**

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

3.2	**13**

Number of Sanctioned posts during the year

File Description	Documents
Data Template	[View File]

4.Institution

4.1 Total number of Classrooms and Seminar halls	**6**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**975618.89**
4.3 Total number of computers on campus for academic purposes	**40**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Curriculum Delivery and Implementation

The academic session of 2020-21 began on 15th June 2020 as per guidelines from RTM Nagpur University. However annual examinations of even semesters were delayed due to COVID pandemic situation .Consequently, teaching process in new session was also delayed. In view of restrictions on physical attendance of students, an academic calendar was prepared containing minimum programmes. The teachers engaged classes through Google Meet app . The college could not conduct all of extra-curricular activities mentioned in academic calendar. Some of the activities were conducted through Google Meet.

Evaluation Process

The internal evaluation process during 2020-21 consisted of unit tests , assignments and viva .The process was conducted through Whats app. In view of COVID pandemic, University entrusted the responsibility to conduct examinations of failure and ex-students of all previous semesters to colleges in offline mode. Accordingly the college conducted these examinations All teachers set question

papers and evaluated the answer papers.

Review of Curriculum Delivery

The college conducted seven staff council meetings consecutively under the chairmanship of the Principal for review of curriculum implementation. The meetings served the purpose of timely suggestions to teachers and feedback from them.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	http://www.samarthcollegeashti.ac.in/files/Academic_Calendar_2020-2021.pdf

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

Internal and External Evaluation during Lockdown Period :

Lockdown period due to COVID pandemic is spread throughout the session 2020-21. Hence the students' physical attendance in the college was restricted. All teachers prepared teaching plans at beginning of the session. The college prepared a time table for engaging online classes. All teaching -learning activities and internal evaluation were conducted through online medium like Google meet and Whats app. Internal evaluation included conducting unit tests, assignments and viva .The internal marks of students were uploaded on University portal.

The University issued directives to all colleges to conduct theory examination of failure students in previous semesters. Accordingly, the college conducted summer examinations III, IV and V semester of BA and B.Com faculty during 21 to 28 September 2020. In the second phase, Winter examinations of I, II ,III, IV and V Sem of B.A. and B Com were conducted during 4 to 19 January 2021.The teachers set question papers of their subjects and evaluated answer papers in all these examinations . The marks were submitted to the university portal in due time.

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

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year. Academic council/BoS of Affiliating University Setting of question papers for UG/PG programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University	**D. Any 1 of the above**

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

1.2 - Academic Flexibility

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

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

0

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

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

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement

for year: (As per Data Template)

0

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

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

0

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

0

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

1.3 - Curriculum Enrichment

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

The college organizes activities to create awareness among students on various issues like women's safety, environment, social health, communal harmony, etc. The college displayed a flex banner on the theme 'Save Girl Child' on 15August 2020. The college organized an online workshop on awareness against sexual harassment on 8/3/2021.

The college has also organized health awareness programmes. It organized online AIDS awareness programme on 1 December 2020. Thirty three students worked as volunteers in Polio vaccination drive on 3 January 2021.Thirty five students were active in COVID awareness activities throughout the year. The college organized blood donation camp on 4 January 2020.

National integrity and respect for constitution stand as highest values of the nation. An Online programme on National integrity day was organized on 31 October 2020. Preamble of Indian constitution was read out in 'Constitution Day' on 26 November 2020.

As a part of cleanliness awareness drive, fourteen students participated in removal of plastic bags in college campus. Twenty students participated in cleanliness drive at local Kapileshwar tank. Such activities create a sense of responsibility and moral values in students.

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

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

0

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

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

0

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

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**E. None of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**E. Feedback not collected**

File Description	Documents
Upload any additional information	**No File Uploaded**
URL for feedback report	**Nil**

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

720

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

355

File Description	Documents
Any additional information	**No File Uploaded**
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The college makes consistent efforts for holistic development of students through teaching -learning process and co-curricular activities. The teachers realize the difficulties of the students in teaching -learning process and make efforts to solve them. Advanced learners need to be encouraged and slow learners should mentored in a systematic way. Remedial classes can be arranged for slow learners so as to upgrade their level of understanding .Guest lectures are also arranged for them to give additional grasp of the subjects in they have not performed well. Assignments can be given to them for enhancing comprehension and ability. Advanced learners are encouraged by issuing them additional Borrower's Ticket from the library. Incentives are given to them by arranging competitive activities such as GK Test, Objective tests, etc.

The college has not been able to conduct many of these activities due to Lockdown due to COVID pandemic situation .

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

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

Number of Students	Number of Teachers
371	10

File Description	Documents
Any additional information	No File Uploaded

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

Student centric methods of teaching -learning help students to enhance comprehensive ability and understanding of the subject. Teachers use various methods like assignments, viva, mock interview, field projects, etc student centric methods .Use of ICT is also helpful in making this process more interactive. Participatory methods also encourage interaction between teachers and students and help to identify learners' level. Industrial visit and excursion tour are also good mediums of student centric process.

The lockdown due to COVID pandemic almost continued throughout the academic session .Online teaching process was conducted in this session. This has set limitations to conduct many of the student centric activities in the college .However few activities took place. Department of Commerce provided a subject based question bank for students . Deptt. of History has conducted online viva for internal assessment. Two teachers have used PPT for engaging students in google meet.

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

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

The college has some tools for ICT based teaching -learning process. It includes computers with internet facility and two multimedia projectors. Some parts of syllabus need to be more focussed and effectively dealt with. The teachers use PPT while teaching such topics .PPT is used in other co-curricular activities like presentation in programmes. However the ICT tools in the college are less used. The teachers should be encouraged to make more use of ICT tools in teaching -learning process.

The actual class room teaching could not be done throughout the session 2020-21 due lockdown conditions. However, in order to avoid academic loss of students, the Govt. and the university directed colleges to conduct online classes .Accordingly whats app groups of all classes were created and classes were engaged through Google meet.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	http://www.samarthcollegeashti.ac.in/files/Tools_of_ICT.pdf

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

2.3.3.1 - Number of mentors

0

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	No File Uploaded

2.4 - Teacher Profile and Quality

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

10

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	**No File Uploaded**
List of the faculty members authenticated by the Head of HEI	View File

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

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

8

File Description	Documents
Any additional information	**No File Uploaded**
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

223

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

2.5 - Evaluation Process and Reforms

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

The college adopts evaluation system as prescribed by RTM Nagpur university. Evaluation is categorized as : a) Internal Evaluation of 20 marks by teachers and b) External Evaluation of 80 marks through theory examination by University. Internal assessment of students is based on submission of home assignments, unit tests and classroom activities such as seminars, chart preparation, group discussion. The evaluation is monitored in staff council meetings. The results of university examinations are analyzed by teachers.

Internal and External Evaluation during 2020-21 :

Lockdown due to COVID-19 pandemic continued throughout 2020-21.It restricted students' physical attendance in the college. Hence Internal evaluation was conducted through online medium like Google meet and Whats app.

University issued directives to all colleges to conduct Summer theory examination of failure students in previous semesters. Accordingly, the college conducted these examinations of BA and B.Com faculty during 21 to 28 September 2020. Winter examinations of all semesters excluding final semester were also conducted during 4 to 19 January 2021. The teachers in college set question papers of their subjects and evaluated answer papers in all these examinations. The internal and external marks were submitted to University portal in due time.

File Description	Documents
Any additional information	[View File]()
Link for additional information	Nil

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

The college adopts evaluation system as prescribed by RTM Nagpur university. Evaluation is categorized as : a) Internal Evaluation of 20 marks by the teachers and b) External Evaluation of 80 marks through theory examination by university.

To make the internal evaluation transparent, the evaluated assignments and unit test papers are shared with students. Students are free to express their opinions about evaluation .The teachers guide them about their weaknesses. If there is grievances by a

student about internal evaluation the issue is solved by grievance committee of the college. College has not received complaint about internal evaluation during 2020-21.

The university conducts external evaluation by conducting theory examinations. If a student is not satisfied with evaluation, he can apply for revaluation to university within stipulated period. These applications are forwarded to university through the college. The university has conducted all examinations during 2020-21 in online mode due to COVID pandemic. But there were many students from rural area who could not submit their papers to exam portal due to network issues or technical difficulties. Grievances of such students were forwarded by the college through portal to the university. The university re- arranged online examination for such students .

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

2.6 - Student Performance and Learning Outcomes

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

The teachers play an important role in convincing students about what they are to attain at the end of their programme. They elaborate about the meaning, scope and context of syllabus of respective subjects and explain how it enhances their knowledge level. The teachers also make students aware of the evaluation methods which they would be facing from time to time. This helps the students to realize what they are going to learn in the academic year. The copies are syllabus of subjects of all programmes are available for students in the library.

The teachers get a view of students' level of understanding through face-to-face interaction. They also assess and evaluate the students' attainment through conducting unit tests, viva and assignments. The overall performance of students in examinations is analyzed after the results are declared. The programme outcomes and course outcomes have been uploaded on the college website.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://www.samarthcollegeashti.ac.in/files/POs___COs.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

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. Unit tests, viva, assignments and university result analysis help teachers to understand the attainment level of students. The teachers also engage students in dialogue and try to understand their difficulties. 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.

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

2.6.3 - Pass percentage of Students during the year

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

119

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	http://www.samarthcollegeashti.ac.in/files/University_Result_Analysis.pdf

2.7 - Student Satisfaction Survey

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

http://www.samarthcollegeashti.ac.in/files/Students_Satisfaction_survey_2020-21.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

1

File Description	Documents
Report of the event	View File
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

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

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

0

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

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

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

0

File Description	Documents
Any additional information	**No File Uploaded**
List books and chapters edited volumes/ books published (Data Template)	[View File](#)

3.3 - Extension Activities

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

The college is committed to holistic development of students. Values like character, discipline , social obligation etc should be inculcated in them .Students must realize the value of labour in life .Various activities in college focus on enriching students' knowledge and experience .The NSS activities play major part towards this end .

In view of Covid-19 pandemic, NSS focused on spreading message to tackle the pandemic in neighbourhood community. The activities by NSS are as follows :

(1) Physical Efforts —NSS volunteers circulated pamphlets of COVID awareness in public places .They also made home to home circulation of face masks in slum area of Ashti. The volunteers reached crowded places like banks, ration shops to monitor people's movements. They requested people to follow social distancing as per Govt. guidelines. The NSS unit visited adopted village, Porgavan near Ashti. It encouraged and helped Gram Panchayat in sanitization of the village. NSS volunteers also contributed to pulse Polio vaccination mission and helped staff of local Govt. hospital.

(2) Use of Social Media — NSS unit prepared digital messages about awareness of COVID -19 and circulated them social platforms like Whats app during 10 March to 30 June 2021.

File Description	Documents
Paste link for additional information	http://www.samarthcollegeashti.ac.in/files/Efforts_for_Inclusive_Environment.pdf
Upload any additional information	View File

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

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

4

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

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

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

10

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

328

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

3.4 - Collaboration

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

0

File Description	Documents
e-copies of linkage related Document	**No File Uploaded**
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	**No File Uploaded**

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

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

0

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Shri Samarth Arts and Commerce college runs two programmes viz. Bachelor of Arts and Bachelor of Commerce. The college has Six classrooms to conduct regular classes. Two projectors are available for Power Point presentation of teachers. There are separate toilets for girls and boys students as well as teaching staff. There is also a common room for girls. The college has safe and hygienic drinking water facility for all. The college library has nearly 8250 books and reference books. A Libman software (ILMS) is installed for accession and circulation of books .A reading room is also available for students. There are four computers with internet facility in the library. The computer laboratory is equipped for use by students.

The college has installed cloud based software for office administration and students' admissions .Tally (ERP version 9) is used for accounting. As power back up facility, the college has two inverters and one generator. It is useful during examination time in case of power failure.

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

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

The extra –curricular and cultural activities in the college are conducted by cultural committee. The college has its own sound system for these activities. Normally the college conducts cultural and sports festival during 23 to 26 January .They include debate, solo singing competition, drama, Rangoli, dance, quiz etc. Winners are encouraged by distribution of prizes.

Physical Education Deptt. looks after sports activities in the college. The college has facilities for indoor games like carrom and chess. There is a spacious playground within college premises. Hence playgrounds and facilities for outdoor games like volleyball, kabaddi, Kho-Kho and cricket. Playground is also used to conduct

Yoga and Surya Namaskar in open and non polluted air. In view of Covid-19 spread, the college organized an online Yoga workshop on 13 March 2021. Shri Sandip Mandale, Asst. Professor, HVPM college of Physical Education, Amravati guided the students on Yogkriya, Yogasanas and Surya Namaskar through power point presentation .Thirty five students and seven teachers participated in the programme .

Physical and medical tests of all students are done regularly as per University guidelines. However sports activities could not be held due to Covid -19 situation in 2020-21.

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

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

6

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

0

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

0

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

4.2 - Library as a Learning Resource

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

The college library has nearly 8267 books which include text books and reference books. Study materials for preparing competitive examinations, journals, magazines, reports, maps, research dissertation, daily newspapers, and CDs is available for learners. It has four computers with browsing facilities.

The automation of library is as follows :

A) LIBMAN software is installed for all purpose of library. The OPAC facility is available in the library.

B) It is partially automated as bar code scanner facility is not installed.

C) The College has cloud based ERP CCMS- Centralized Campus Management System.

D) Year of Automation – 2019

The library advisory committee prepares annual plan including budget allocation of purchasing learning resources, subscription for online resources, and provision of support services.

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

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

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

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

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

76029

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

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

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

4

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

4.3 - IT Infrastructure

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

The college has a computer laboratory for students having nearly 40 computers. We have subscribed BSNL Broadband Connection in college. However there are frequent problems of BSNL Broadband connectivity in Ashti .The Wi-fi facility from private service operators is not affordable. Hence the college could not provide Wi-Fi facility to students. The college has set two Jio branded routers for connectivity in office and library for administrative purpose only. The college shall make efforts to upgrade the ICT facility for students in future.

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

4.3.2 - Number of Computers

40

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

186591

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

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

As a part of maintaining and utilizing existing infrastructures and support facilities, the college prepares annual plan. The procedures and policies are as follows.

Policies for utilizing and maintaining infrastructure

1) To conduct meeting of concerned committees regularly to prepare policies.

2) To make financial provision in annual budget.

3) To augment sports facilities in the college.

4) To purchase books and journals for library.

5) To utilize and maintain existing all type infrastructures optimally.

Procedures for utilizing and maintaining support facilities

A) Physical Infrastructure

The college makes provision on utilizing and maintaining physical infrastructures in annual budget. It prepares the plans and allocates financial provisions. The college has six classrooms. There is separate toilet for girls and boys. The power back up facility is available. .

B) Sports Infrastructure

Director of Physical education prepares annual plan for the

requirement of executing sports activities. The department avails adequate sports instruments and utilizes it properly.

C) Library and Learning Resources:

The library advisory committee prepares annual plan for purchasing books and subscription for online resources.

D) Support Facilities for students

i) Photostat facilities and newspapers cuttings are provided for preparing projects

ii) First-aid medical kit for students

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	http://www.samarthcollegeashti.ac.in/Infrastructure_and_Support_Facility.pdf

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

287

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	**No File Uploaded**
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

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

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

0

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

5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	**C. 2 of the above**

File Description	Documents
Link to institutional website	http://www.samarthcollegeashti.ac.in/files/Capabilty_Enhancement_Programme.pdf
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

0

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

0

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

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

1

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

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

5.2.2.1 - Number of outgoing student progression to higher education

44

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

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

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

0

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

5.3 - Student Participation and Activities

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

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

0

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

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

The students' representation in various committees in college in 2020-21 is as follows :

(A) Students' Council

Students' council is body which inculcates student's duties and obligations. It represents all classes. It performs :

i) To elect secretary of student council.

ii) To organize Youth Festival and other extra –curricular activities.

iii) To organize excursion tour by the college.

However the college could not constitute Students' council due to Covid-19 lockdown restrictions on educational institutions.

(B) Magazine Advisory Committee:

The college magazine committee mainly consists of students. The college publishes magazine "Zep" (Marathi). 10 students contributed their articles in 2020-21.

(C) Internal Womens' Grievance Redressal and anti-sexual Cell :

Internal Womens' Grievance Redressal and anti-sexual Cell is established in college under guidelines of UGC guidelines. It includes one girl representative.

(D) Two students are representatives in the anti ragging cell of the college.

(E) Students are included in Library Advisory Committee in the college. The purpose is to promote students' involvement in the library activities.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

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

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

0

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

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

The college has established an Alumni Association. However it is not registered. The meetings of alumni are held annually in the college. The aim of the meeting is to establish a link between college and the alumni. They share their experiences of the college and give suggestions about future development of the institution. The alumni has not made any financial contribution to the college during the year.Alumni meeting could not be held during 2020-21 due COVID -19 pandemic situation.

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

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

File Description	Documents
Upload any additional information	[View File](#)

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The vision and mission of the parent society is based on the noble thought -'? ?? ??????? ????? ????????? ??????? l '. It is committed to facilitating education in rural sector. The society was the first of its kind to establish a higher secondary school in Ashti in 1956. The society established our college in 1989 with a noble aim to facilitate higher education to rural youth and bring them into the mainstream of education.

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 in all aspects. It ensures that these stakeholders are fairly represented in College Development Committee and IQAC according to prevailing rules. The parent society is careful to see that decisions are made in a fair and transparent manner. It gives a positive response to suggestion by employees of the institution.

The college has mechanism for addressing issues of students. The anti-sexual harassment cell is active to prevent untoward incident with girl students. The staff council is a statutory body in the college .It follows principle of collective decision making in administrative setup of the college.

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

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

Decentralization and participative management is essential for effective functioning of the institution. The college authorities and teaching staff should be co-operative and complementary to each other for executing policies and activities. Following case study illustrates collective efforts made by teachers in the college.

Implementation of University Examinations in the college :

As the time was running out during Covid-19 Lockdown period, RTM Nagpur University issued directives to all colleges to conduct offline Summer 2020 theory examination of those final year students who have failed in previous semesters. It aimed at avoiding academic loss of the students. Accordingly the college set up a committee for conduction of these examinations in a systematic manner. The committee prepared a time table and directed teachers to submit question papers of their subjects in stipulated time. The examinations were held during 21 to 28 September 2020. All teachers evaluated the answer papers of respective subjects. The marks of the students were submitted to the university portal in due time. Winter 2020 theory examinations of all semesters excluding final semester were also conducted during 4 to 19 January 2021 by the college following the same procedure.

The efforts show systematic and participative management in the college.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic planning of the college includes (a) admission of students,(b) human resource management, (c) library and physical infrastructure, (d) research and development, (e) examination and evaluation, (f) teaching-learning and (g) curriculum development.

The college could not get much scope to take a follow -up of all these areas due Covid-19 pandemic situation. However it has followed that teaching -learning process should not be hampered. The time table committee set a time table for online periods of all classes. Whats app groups of all classes were created and the time table was circulated on those groups. The teachers engaged the students through Google Meet app. The University had declared that it would conduct examinations of regular students in objective and online mode Hence the teachers provided practice material in objective mode such as question bankto students .The unit tests were also conducted in an objective manner.

The university has launched a RTMNU Pariksha app and its user manual for examination of students. The college circulated the manual to all students through whats app. Many students solved demo question papers as practice. It helped them to perform better in actual examinations.

File Description	Documents
Strategic Plan and deployment documents on the website	[View File](#)
Paste link for additional information	http://www.samarthcollegeashti.ac.in/files/Strategic_Plan_and_Deployment.pdf
Upload any additional information	No File Uploaded

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

In order to carry out the routine functioning of the college smoothly, it has set up various bodies and committees to conduct certain functions. The working procedure of these bodies is defined by rules and regulations. They make efforts to fulfil their responsibilities with sincerity and transparency. Organogram of the college consists of four types of bodies and committees They are: (a) College Development Committee, (b) Internal Quality Assurance Cell, (c) Staff Council and (d) various committees of college administration .The functioning of these bodies is coherent with the policies and it reflects in administrative setup of the college. The

parent society stands apex in hierarchy of the institution.

The college administration is monitored by the Principal and it makes efforts to carry out its functions in timely manner. All recruitments made in the college are in accordance with the rules and regulations set by UGC and State Govt. from time to time .The placements of teachers under career Advancement Scheme and promotions of non-teaching staff are done by due process. The college has appointed two clock hour basis teachers against full time vacancy as per State Govt. regulations in order to avoid academic loss of students.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the Institution webpage	http://www.samarthcollegeashti.ac.in/files/ORGANOGRAM.pdf
Upload any additional information	**No File Uploaded**

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**B. Any 3 of the above**

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

6.3 - Faculty Empowerment Strategies

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

The parent society and the 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:

1. 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.
2. 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 February every year.
3. The pension case of a retiring employee is forwarded to Joint Director, Higher Education, Nagpur well in advance.
4. The claims for earned leave encashment and medical reimbursement by employees are submitted to Office of Joint Director, Higher Education as early as possible.
5. The approval to loan cases of employees is given at the earliest by the college.
6. The deductions of insurance policies from salaries of employees are sent to LIC in time.
7. The placements of faculty under CAS are done in due time.

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

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

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

0

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

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

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

0

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

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

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

0

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

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

All full time teachers in the college prepare and submit Performance Based Appraisal System proformas at the end of every academic year. A teacher, who becomes eligible for promotion under Career Advancement Scheme of UGC, applies to the college for completing the process of placement.

The placements for next higher scale under CAS are done on basis of API score in assessment period. The PBAS forms along with all essential documents and certificates are submitted to the Principal. 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 Principal verifies all of the documents and seeks clarification from the teacher in case of some doubts. 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 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.

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

6.4 - Financial Management and Resource Mobilization

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

Internal audit of all accounts as Salary account, Non-salary account, UGC account, scholarship account and NSS account of the college was conducted by C.A. Ankit Malani and Company, Nagpur during 2020-21.

External audit of salary and non salary accounts is conducted by the office of Joint Director, Higher Education, Nagpur.

There have been no audit objections in all college accounts during 2020-21.

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

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

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

0

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

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

The resources of the college regarding funds are limited. The sources of receipt of funds to the college are:

  1. Admission fee from students
  2. Tuition fee received from Govt in scholarship A/c.
  3. The funds received from NSS.
  4. UGC grants for various schemes.
  5. Loan from parent society in case of urgency.

A budget is prepared at the beginning of the session keeping in view the expenditure done in the previous year.

The funds and fees are generally spent on following major items in the year :

(a) Purchase of books and journals in the library.

(b) Expenditure on sports and cultural and extra-curricular activities.

(c) Infrastructure maintenance

(d) purchase of furniture

(e) TA/DA to Teaching & Non teaching employee for official work.

(f) other contingency expenditure

(g) conducting regular NSS activities and regular camp.

The college takes care that head wise expenses are made properly and over expenditure is avoided. Annual audit of all accounts are done regularly.

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

6.5 - Internal Quality Assurance System

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

The lockdown conditions due to COVID -19 continued throughout 2020-21. The students were not allowed to be physically present in the college. The IQAC has a limited role to perform in such condition. However the contribution of IQAC regarding quality assurance is follows:

1. The teaching-learning activity throughout session was done in online mode. The main task before IQAC was to avoid the academic loss of students. It asked all teachers to prepare their teaching plans in time. It also monitored that online classes are going on smoothly. Less response of students to online mode of teaching was a major issue. Non-availability of network to mobiles in rural area was also a hurdle. The students were asked to submit their assignments in class wise batches to avoid any rush in the college. The IQAC members positively looked after these activities.

2. The IQAC has prepared an academic calendar for 2020-21 in the beginning of the session .Many of the activities mentioned in

the calendar could not take place. However IQAC members encouraged to conduct some of the activities like International Women's Day in online mode. A blood donation camp was also organized with co-operation from all IQAC members.

File Description	Documents
Paste link for additional information	http://www.samarthcollegeashti.ac.in/files/Academic_Calendar_2020-2021.pdf
Upload any additional information	**No File Uploaded**

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

The IQAC has its limitations due to lockdown conditions throughout the session 2020-21.It could not conduct more than one meetings. The lockdown restricted students' physical attendance in the college. However the IQAC took initiative in encouraging teaching -learning process.

(a) The teaching -learning process was conducted through online medium like Google meet and Whats app. The teachers prepared teaching plans of their subjects. Seven meetings of the staff council were held at regular interval .The teaching -learning process was reviewed in these meetings. It also reviewed completion of syllabus by teachers.

(b) Internal evaluation of students was also an important issue. All teachers conducted objective unit tests of their respective subjects. The process was aimed at preparing students for objective examination to be conducted by the University in online mode. The outcomes of the unit tests were conveyed to students through Whats app. The Deptt. of Commerce also provided question banks to students for preparation. The college made class wise batches of students so that they submit their assignments in the college in order avoid rush .The college took due care to see that students follow rules of physical distancing during lockdown period.

Some of the illustrations of teaching activities and evaluation are uploded asadditional information.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	<u>View File</u>

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	**D. Any 1 of the above**

File Description	Documents
Paste web link of Annual reports of Institution	<u>http://www.samarthcollegeashti.ac.in/files/AQAR_2019-2020.pdf</u>
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	**No File Uploaded**
Upload details of Quality assurance initiatives of the institution (Data Template)	<u>View File</u>

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is committed to gender equity and promotion in the campus .It takes measures to propagate gender equity among students in various ways :

1. **Spreading Message: The NSS displays a flex on the theme 'Save girl child 'on 15 August every year at the entrance of college campus. It spreads the message against illegal practice of amniocentesis done by some medical practitioners in society. It also draws attention to decreasing birth ratio of girl child in society.**

2. Workshop on Womens' Safety : The students should know about various laws related to gender equity and promotion .They should realize that all citizens, whether male or female, are respectable .Gender discrimination cannot be tolerated at any cost at all levels. In this regard, the college organized an online workshop on "Legal protection for Women's and children's safety " on the eve of International Women's Day on 8 March 2021.Mrs .Madhuri Bhoyar, Distt. women and children safety officer ,Wardha was the guest speaker. She elaborated on prevailing laws protecting women's rights and children's right to education.

3. Facilities for Girl students: The college has separate toilet and common room facility for girl students.

File Description	Documents
Annual gender sensitization action plan	http://www.samarthcollegeashti.ac.in/files/Promotion_of_Gender_Equity.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	http://www.samarthcollegeashti.ac.in/files/Promotion_of_Gender_Equity.pdf

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	`D. Any 1 of the above`

File Description	Documents
Geo tagged Photographs	[View File]()
Any other relevant information	`No File Uploaded`

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

The college makes efforts to keep the campus clean and eco-friendly.

The solid waste in the campus is collected before the beginning of daily schedule of the College. The degradable waste is dumped in a pit meant for the purpose in the campus. The plastic bags, wrappers etc is non-degradable waste. It is collected and dumped in a bin kept by Local Nagar Panchayat in campus.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	**No File Uploaded**
Geo tagged photographs of the facilities	**Nil**
Any other relevant information	[View File](#)

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

E. None of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.1.5 - Green campus initiatives include

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

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

D. Any 1 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	[View File](#)
Any other relevant documents	**No File Uploaded**

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	`D. Any 1 of the above`

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

7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	`C. Any 2 of the above`

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

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

Our college contributes to create inclusive environment. Students of our college belong to various castes, creeds and religion. But communal and religious harmony is maintained among them.

The efforts of the college towards this end are classified in three segments:

   1. Celebrating anniversaries of great personalities:

The college celebrates anniversaries of our great freedom fighters. These programs send a message of co-existence and harmony among students. It creates a bond of fraternity and obligation among them.

(B) Engagement through NSS unit :

The NSS unit renders service to society by conducting blood donation camps, cleanliness drive, Pulse Polio campaign, Save girl child campaign, health diagnostic camp etc. These activities cut across all differences in neighborhood community.

(C) Community service during COVID-19 Pandemic :

The college has served society during COVID-19 pandemic situation:
(a) The NSS unit distributed pamphlets on awareness about health care in 11 villages around Ashti. (b) Students prepared 800 handmade masks and distributed them in slum area. (c) Students co-operated in maintaining physical distance at public places in Ashti.

Such efforts go beyond the boundaries of caste, creed and religion and show that youth power can be harnessed for the noble cause.

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

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations:

values, rights, duties and responsibilities of citizens

The vision and mission of the college emphasize on inculcating character building and patriotism in students .The efforts towards this end are as follows:

1. The college regularly begins with recital of national anthem. It carries a great value in every student's life.
2. Independence Day and Republic Day are celebrated with enthusiasm.
3. 'Constitution Day' is observed every year to enlighten the students about greatness and sanctity of our constitution.
4. Anniversaries of our freedom fighters are celebrated. They fill us with a sense of pride and belonging for our motherland.
5. Students contribute to 'Flag Day Collection' during National Harmony Week. It shows the importance of communal harmony.
6. Smoking and chewing of tobacco is strictly prohibited in college campus.
7. Anti-sexual Harassment Cell is active in the college. Any untoward incident is not tolerated. Workshops to enlighten students on gender equity are organized.
8. Cleanliness drives are done in public places like bus station, streets etc. These drives teach a student that one should not be ashamed of performing any work for social service .
9. The rules of discipline are clearly mentioned in college prospectus.

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized	D. Any 1 of the above

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

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

The college celebrates following national and international commemorative events.

1. **The college celebrates Independence Day and Republic Day with enthusiasm.**
2. **A programme is arranged World Literacy Day by the college.**
3. **The college organizes a programme on World AIDS day on 1st December. A District level counsellor guides the students on causes, effects and prevention of the syndrome.**
4. **A programme on National Organ Donation day is organized on 27th November.**
5. **National Integration Day is celebrated on 31st October on eve of Sardar Vallabhbahi Patel's birth anniversary .An oath of national integrity is administered to all present students and teachers.**
6. **'Constitution Day 'is also celebrated in the college. The preamble of Indian is read out by all in the event.**
7. **A programme is arranged Gandhi Jayanti i.e 2nd October every year.**
8. **Lokmanya Tilak's Death anniversary is observed on 1 August.**
9. **International Women's day is observed on 8th March.**
10. **'Flag Day Collection 'is also made on 25th November in the college during Communal Harmony Campaign Week.**
11. **A programme is arranged on 19th February to mark birth anniversary of Chatrapati Shivaji Maharaj.**
12. **August Kranti Din is celebrated on 9th August.**

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice I

: Awareness about Blood Donation :

Goal

There has been a sense of reluctance and apathy about blood donation in rural society. People in general keep themselves away from blood donation even after consistent efforts by various agencies. There are two main causes behind this problem. First, there are apprehensions amongst people about blood donation. Secondly, people do not understand its importance due to lack of awareness about health education. The objective of this practice is to minimize the misunderstandings and fears about blood donation.

The Context

Ashti belongs to rural area of Wardha district. There are inadequate health facilities in remote areas around Ashti. A considerable number of children and women suffer from anaemia. There do not realize the importance of balanced and healthy diet. Even if a few women in villages are willing to donate blood, they are unable to do so due to unhealthy condition. Even if men in villages are willing to donate, they do not reach to blood banks on their own. The N.S.S. unit in our college felt the need to address this problem and create awareness about blood donation in rural area.

Blood donation needed special attention on the background of

Covid-19 Pandemic situation. A large number of Corona patients were lying in critical condition in hospitals and they urgently needed blood for survival. But blood banks were running short of blood units. There was need for urgent arrangement of blood donation camps on large scale .The college made a little effort to contribute to cause.

The Practice

The camp provides a platform and opportunity to enlighten rural people about importance of blood donation. The volunteers appeal the villagers to donate blood. Girl volunteers request women to go for blood check up. The N.S.S. Programme Officer appeals to take initiative and convinces the people. The intention of these efforts is to bring about positive change in people's approach towards blood donation.

The college has been consistent in taking help from Dr. Hedgewar Blood Bank for collection of blood units. When their team reaches camp, they conduct a small programme prior to blood donation and inform about various blood components in simple terms. People are also convinced that a donor can avail one unit of blood free of cost in case of emergency. Then blood donation camp is held in silent and healthy atmosphere.

Evidence of Success

The overall effect of these efforts has always been positive and encouraging. Awareness about blood donation among rural people is growing .Blood donation camp was held on 4 December 2020 . Total 45 blood units are collected in the camp. The college is having an updated list of blood donors. In case of emergency, people contact the N.S.S. Programme Officer and can avail blood unit in time. The college serves the community through this tradition.

Problems encountered and Resources required :

Problems encountered in this activity are as follows :

(a) It has been observed that there is a growing number of people having tobacco and

Ghutka chewing habits. A number of people are alcoholic. They are not eligible to

donate blood as it can be harmful for their health. If people give up bad habits, the number

of blood donors will naturally increase.

(b) It is a fact that the Haemoglobin level among women in villages is below normal in

general. Hence they are unable to participate in blood donation.

(c) Ignorance and fear among rural people are major barriers in spreading

awareness about blood donation.

Resources required are :

1. A dedicated team of NSS volunteers can bring success to this activity.
2. The NSS Programme officer should play a motivational role.
3. The other staff members of the college must co-operate and shoulder the responsibility.
4. The local community should also be supportive.

All of these problems can be overcome through perseverant and collective efforts.

***

Best Practice II

: Creating Awareness about Covid-19 Pandemic:

The Objective of the Practice:

- To explain people about identifying the symptoms of Covid -19 virus.
- To bring about awareness about preventive measures to avoid the spread of the virus and proper treatment in case of infection.

- To alert people against fake reports and data which create fear and misunderstandings among them.

The Context:

The Covid -19 virus has spread not only in big cities but small towns and villages in India since its breakout in March 2020 .It has seriously affected public life in all places. The death toll kept rising as people in general did not have scientific information about prevention of the pandemic. The Governments in Centre and states have declared lockdown to curb the spread of the virus .But people could not realize its gravity .Consequently the spread of the virus grew on a large scale.

Other than Lockdown, the Govt. authorities initiated many measures to control the pandemic situation. It was necessary that these measures should reach to common people as early as possible. As a part of social obligation, the NSS unit of the college undertook campaign to create awareness among people about Covid-19 virus.

The Practice :

The NSS volunteers worked during 10 March to 30 June 2021 and participated in various initiatives to prevent the spread of the dangerous virus. 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. They helped the concerned authorities to monitor physical distancing in large queues and requested people to follow the 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.

Evidence of Success:

The success of this activity cannot be derived out of figures. The NSS volunteers have readiness and courage to get out of their homes in critical conditions .This fact itself reflects that they were willing to fulfill social obligation in spite of possible danger. All Govt. authorities and social organizations have made great efforts to prevent the spread of the virus. The NSS unit contributed to these efforts even though on a small scale.

Problems encountered and resources required:

The problems encountered in fulfilling this activity are :

1. **People are ignorant about healthcare issues in rural areas,**
2. **They are careless in general and do not follow preventive measures even after repeated requests.**
3. **People have tendency to believe in fake reports and data without verification and forward in social media.**

Resources required :

1. **The NSS Programme Officer should develop orientation to social service among the students.**
2. **A committed group of students is necessary for such activity.**
3. **The college and faculty should support activity as a unit.**
4. **The local authorities should be co-operative in these efforts.**

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

7.3 - Institutional Distinctiveness

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

Institutional Distinctiveness

An extension activity is the medium to connect college with community. It plays an important role to strengthen linkage between college and community. The college puts its efforts to take an initiative in community engagement. NSS plays a leading role in this task. It organizes activities related with public health,

sanitation, environmental conservation, financial literacy, self employment etc.

The Covid -19 virus has spread not only in big cities but small towns and villages in India since its breakout in March 2020 .It has seriously affected public life in all places. The NSS unit took active part in sensitization of people in general .The activities of NSS included : (a) circulation of pamphlets about Covid-19 effects in public, (b) preparing face masks and circulating them in slum area in Ashti, (c) co-operation by NSS volunteers in maintaining physical distance at public places like ration shops and banks (d) circulation of messages about Covid-19 awareness through social media like Whats app, and (e) co-operation by NSS volunteers in sanitization of adopted village, Porgavan.

The activities of NSS display commitment of the college to the social cause.

File Description	Documents
Appropriate web in the Institutional website	[View File](#)
Any other relevant information	[View File](#)

7.3.2 - Plan of action for the next academic year

Plan of Action of the Institution for 2021-2022

(1) International Yoga Day would be celebrated on 21 June.

(2) Tree Plantation within college premises.

(3) IQAC would organize Students' Induction Programme for freshers.

(4) Teachers' Lecture series would be conducted.

(5) Programme on International Literacy Day would be conducted.

(6) Parent and alumni meet would be conducted.

(7) Students' seminar would be conducted on "Environmental Consciousness".

(8) NSS would organize regular activities and residential camp.

(9) A book exhibition would be organized by college library.

(10) Marathi Bhasha Samwardhan Pandharwada would be organized by Deptt. of Marathi.

(11) Essay and Reading competition would be organized by college library.

(12) Workshop on gender sensitization would be organized.

(13) Programme on International Women's Day would be organized.

(14) College Magazine would be published.

(15) IQAC would conduct Students' feedback on teachers.

(16) Sessions on Yoga practice and workshop on Surya Namaskar would be organized.

(17) Sports and cultural events would be organized.

(18) IQAC would organize a workshop on "SSR Documentation".

(19) IQAC would conduct Students' Satisfaction Survey.

(20) IQAC would a workshop on "Communication Skills" for students.

(21) Anniversaries of great personalities and national events would be celebrated.

(22) Blood Donation Camp would be organized.