YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution — Shri Vyankatesh Arts, Commerce and Science College Deulgaon Raja, Dist. Buldana, Maharashtra.

- Name of the Head of the institution — Dr. Dnyaneshwar V. Gore

- Designation — Principal

- Does the institution function from its own campus? — Yes

- Phone no./Alternate phone no. — 07261-231475

- Mobile no — 9175710375

- Registered e-mail — svcollege3@rediffmail.com

- Alternate e-mail — svacc309@sgbau.ac.in

- Address — Jafrabad Road

- City/Town — Deulgaon Raja

- State/UT — Maharashtra

- Pin Code — 443204

2.Institutional status

- Affiliated /Constituent — Affiliated

- Type of Institution — Co-education

- Location — Rural

- Financial Status   **UGC 2f and 12(B)**

- Name of the Affiliating University   **Sant Gadge Baba Amravati University Amravati.**

- Name of the IQAC Coordinator   **Dr. Sudhir D.Chavan**

- Phone No.   **9423760847**

- Alternate phone No.   **9527212462**

- Mobile   **9527212462**

- IQAC e-mail address   **svciqac2004@gmail.com**

- Alternate Email address   **svcollege3@rediffmail.com**

3.Website address (Web link of the AQAR (Previous Academic Year)   http://svcdraja.org/forms/IQAC/AQAR.aspx

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

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

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	**B**	**71**	**2004**	**20/02/2004**	**20/02/2009**

6.Date of Establishment of IQAC   **01/07/2004**

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
NIL	**NIL**	**NIL**	**NIL**	**00**

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   4

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

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

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

- If yes, mention the amount

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

- **The IQAC contributed to the organization of webinars under all departments.**

- **The IQAC conducted workshops daily for an hour on fifteen days for the teachers in the institution for the preparations of NAAC in Jan and Feb. 2021.**

- **The IQAC submitted the AQAR for the year 2019-20 successfully to NAAC**

- **The IQAC conducted the meetings of the faculty regarding the planning of innovative activities during the period of the outbreak of Covid 19.**

- **The IQAC inspired the teachers to attend the FDPs such as Induction Programme, Workshops, Refresher Courses and Orientation Courses Seminars and Conferences.**

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
Organization of webinars under all departments.	The IQAC contributed to the organization of national and international level webinars under the departments of Marathi, English, Political Science, Economics, History, Commerce, Physical Education, Library, Physics, Chemistry, Botany, Zoology, Maths and Computer Science.
Conducted workshops daily for an hour for the teachers for the preparations of NAAC in Jan and Feb. 2021.	The IQAC conducted workshops daily for an hour on fifteen days for the teachers in the institution for the preparations of NAAC in Jan and Feb. 2021. Power Point Presentations were made before the faculty.
Submission of the AQAR for the year 2019-20 to NAAC.	The IQAC submitted the AQAR for the year 2019-20 successfully to NAAC in May 2021.
Conduction of the meetings of the faculty regarding the planning of innovative activities during the period of the outbreak of Covid 19.	The IQAC conducted the meetings of the faculty regarding the planning of innovative activities during the period of the outbreak of Covid 19. All departments organized online workshops and various competitions for the students.
Organization of activities under ICC/ Women Development Cell	The ICC/ Women Development cell organized online guidance classes for the girls on different issues such as Medical, Law and Judiciary and Health.
Organization of Guest Lectures under various departments.	All departments organized online guest lectures of eminent persons across the country for the students.
Organization of Extension Activities under NSS and NCC	The NSS and NCC departments organized various extension

departments	activities for the students and community taking into consideration the outbreak of Covid 19.
Conduction of regular online classes and curricular activities for the students.	All faculty members conducted online classes on Zoom regularly for the students according to the timetable and also organized curricular activities
Suggestion to develop e content for the students.	Teachers developed ample e content and posted the same on the whats app group of the classes as well as on their departmental blogs.
Conduction of online guidance classes for the competitive examinations.	The Competitive Examinations Guidance Cell conducted online Guidance Classes on Competitive Examinations of the expertise in different academies in Maharashtra.

13. Whether the AQAR was placed before statutory body?

No

- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Part A	
Data of the Institution	
1.Name of the Institution	- Shri Vyankatesh Arts, Commerce and Science College Deulgaon Raja, Dist. Buldana, Maharashtra.
• Name of the Head of the institution	Dr. Dnyaneshwar V. Gore
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07261-231475
• Mobile no	9175710375
• Registered e-mail	svcollege3@rediffmail.com
• Alternate e-mail	svacc309@sgbau.ac.in
• Address	Jafrabad Road
• City/Town	Deulgaon Raja
• State/UT	Maharashtra
• Pin Code	443204
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• Affiliated /Constituent	Affiliated
• Type of Institution	Co-education
• Location	Rural
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• Name of the Affiliating University	Sant Gadge Baba Amravati University Amravati.

• Name of the IQAC Coordinator	**Dr. Sudhir D.Chavan**
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• Upload latest notification of formation of IQAC	View File
9.No. of IQAC meetings held during the year	**4**
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been uploaded on the institutional website?		
• If No, please upload the minutes of the meeting(s) and Action Taken Report	No File Uploaded	
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• If yes, mention the amount		

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- Name of the statutory body

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2020-21	31/01/2021

15.Multidisciplinary / interdisciplinary

16.Academic bank of credits (ABC):

17.Skill development:

18.Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course)

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

20.Distance education/online education:

Extended Profile

1.Programme

1.1 Number of courses offered by the institution across all programs during the year	**13**

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

2.Student

2.1 Number of students during the year	**1040**

File Description	Documents
Institutional Data in Prescribed Format	[View File](#)

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**1055**

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

2.3	**257**

Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	No File Uploaded

3.Academic

3.1	**30**
Number of full time teachers during the year	

File Description	Documents
Data Template	No File Uploaded

3.2	**08**
Number of sanctioned posts during the year	

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

4.Institution

4.1	**20**
Total number of Classrooms and Seminar halls	
4.2	**936538/-**
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	**55**
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

This year too, due to outbreak of Covid 19 during the Lockdown period till the session end teachers used the online teaching methods for teaching and learning purpose by using Zoom app, and Google Classroom app, testmoz app, Google Classroom app, What App

and Departmental blogs and Edmodo app.

The IQAC asked the teachers to prepare their plan in an academic diary. They are also provided with academic calendar in the beginning of the session and are asked to make their teaching and evaluation plan as per the academic calendar. The IQAC frequently conducted the meeting to review the teaching learning process, in this meeting the academic diaries are checked and students' attendance is also checked. More use of ICT tools is suggested to the teachers by preparing a systematic time table of it. Students' participation in teaching and learning activity is stressed on

Students are given project. The methods like role playing, power point presentation, e-learning softwares, digital classrooms for internet and other web based activities are used for effective curriculum delivery. All teachers have provided blogs with respect to their Subjects and the link of the same is provided to the students where he can see the subject related activities. The Edmodo Application is also used for the effective delivery curriculum. The Science faculty teachers use the virtual labs. Besides the educational websites are also referred by all teachers. Students are provided with the e-books and e-notes.

File Description	Documents
Upload relevant supporting document	[View File](#)
Link for Additional information	https://svcdraja.org/forms/Academic/aCalendar.aspx

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

In the beginning of the session the Academic Calendar is prepared by IQAC as per the calendar given by the University. In this calendar the details are given about the semesters, winter and summer vacations, holidays, total working days and total teaching days to be maintained by every teacher. In this calendar the dates for examination are also mentioned. The IQAC provided the teachers with the tentative dates for the evaluation of the students. The teachers are asked to prepare their academic diaries as per the academic calendar and the same are checked in the meetings of IQAC. The Academic Calendar also consisted of the days and dates of the extra curricular activities to be undertaken by every teacher and department. The academic calendar is useful for

teachers to plan their academic activities. It is mandatory for every teacher to adhere to the academic calendar for their curricular and extra-curricular activities. The academic calendar helped the teachers to plan the teaching as per the days available in each semester. It also helped them to plan extra lecture if necessary. The teachers regularly followed the academic calendar for the organization of cultural events in the college. The calendar helps the teachers to divide their curriculum month wise and day wise and can take the review of their teaching. The examinations and regular evaluation methods are strictly organized as per the academic calendar. But the teaching, learning, curricular and extracurricular activities were organized only in an online mode due to the outbreak of Covid 19 till the session end.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://svcdraja.org/forms/Academic/aCalendar.aspx

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

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

1.2 - Academic Flexibility

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

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

`00`

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)	<u>View File</u>

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)

`03`

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

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

`43`

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

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 institution has been conducting the the following Certificate Courses and the syllabus of these courses is designed by the

institution. While framing the syallabus of the said courses institution integrated the cross cutting issues relevant to Professional Ethics, Gender, Human Values, Enviroanment and Sustainabilityinto the curriculum. But this year due to the outbreak of Covid 19, these courses could not be run. The syllabus of the said courses is attached herewith.

1) Human Values and Professional Ethics2) Gender Equity.3) Communication Skills in English.4) Soft Skill Development5) Environmental Studies

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

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

3

File Description	Documents
Any additional information	View File
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**
Institutional Data in Prescribed Format	View File

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

161

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

1.4 - Feedback System

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

File Description	Documents
URL for stakeholder feedback report	https://svcdraja.org/forms/FeedbackForm/student.aspx
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management	No File Uploaded
Any additional information	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 students admitted during the year

1040

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

884

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

This year due to the outbreak of Covid 19, the classes were run only in online mode, hence couldn't assess the learning levels of the students directly and could not organize special programmes for advanced learners and slow learners. But students were provided online notes with the help of the blogs of each department and the educational app like Edmodo and Google Classroom for all students.

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

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

Number of Students	Number of Teachers
1040	30

File Description	Documents
Any additional information	*View File*

2.3 - Teaching- Learning Process

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

This year due to the outbreak of Covid 19, the classes were run only in online mode, hence couldn't use students centric methods directly such as experimental learning, participative learning or problem solving methodoliges for enhancing learning experiences.But interactive sessions were regularly organized during teaching and learning process on the Zoom platform. Students were provided opportunities to express themselves regaridng the topic taught by the teachers. Besides they were also asked to put their problems and their problems are solved duirng online teaching.

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

This year due to the outbreak of Covid 19, the classes were run only in online mode. There was no alternative except the ICT to undergo the teachng and learning process. To meet the students' requirements teachers used various ICT for teaching and learning purpose viz. Zoom. Google Clssroom. Edmodo, Testmoz, Departmental Blogs etc for effective teaching- learning process.

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

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

2.3.3.1 - Number of mentors

30

File Description	Documents
Upload, number of students enrolled and full time teachers on roll	View File
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

30

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

20

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

206 years

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

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 has to follow the Examination and Evaluation methods of university like semester/annual examination and practical examination. The examinations of these classes, are conducted by the college as per the directions of the university in an online method. Besides, the internal evaluation is also conducted in an online method. Students are circulated the notices regarding internatl evaluation on their Whats App groups formed by the college. They are also called on telephone about their internal evaluation. Due to the outbreak of Covid 19 this year, these examinations are to be conducted in an online mode by asking their assignmnets on the teachers' email or whats app, the same were assessed and alloted marks. We also conducted online tests, seminars, and group discussions and interactive sessions with the students.The IQAC provided the teachers with the tentative dates for the evaluation of the students. The teachers are asked to prepare their academic diaries as per the academic calendar and the same are checked in the meetings of IQAC. Students are intimated their marks by displaying in the college showcase.

File Description	Documents
Any additional information	<u>View File</u>
Link for additional information	**Nil**

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

We didn't face any problem regarding the girevances about internal examination this year. But if such problem occurs, the students has to immediately contact with the department of Examination in the college. The head of the examination deparment contacts with the respective teachers are brings in to his/her notice regarding the grievance and the same is solved instatnly by verifying the details about the grievance.

File Description	Documents
Any additional information	View File
Link for additional information	https://svcdraja.org/forms/impLink/prospectus.aspx

2.6 - Student Performance and Learning Outcomes

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

The Programme Outcomes and Programme specific outcomes for all programmes are displayed at the institutional website under the category of each teaching department.

http://svcdraja.org/forms/Academic/LearnOut.aspx

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	http://svcdraja.org/forms/Academic/LearnOut.aspx
Upload COs for all Programmes (exemplars from Glossary)	No File Uploaded

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

Attainment of Programme outcomes and course outcomes are frequently evaluated by the institution. The methods used for evaluation are seminars, group discussion, interactive sessions, field projects, extracurriulcar activities and various competitions. The internal evaluation examinations are also organized. But this year due to outbreak of Covid 19 till the sessions end we were unable to undertake the above activites except two or three like interactive sessions, seminars and

assignments.

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

257

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	**No File Uploaded**
Paste link for the annual report	**Nil**

2.7 - Student Satisfaction Survey

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

https://svcdraja.org/forms/FeedbackForm/student.aspx

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)

950000/-

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

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

3.1.2.1 - Number of teachers recognized as research guides

8

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

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

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00

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

3.2 - Innovation Ecosystem

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

Institution has created an ecosystem for innovation and has regular initiative for creation and transfer of knowledge. The

information about the same is provided in earlier AQARs bu this year due to the outbreak of Covid19, such activites could not be organized as students did not come to the college physically and all lectures were to be conducted only in online mode.

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

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

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

6

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

3.3 - Research Publications and Awards

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

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

4

File Description	Documents
URL to the research page on HEI website	https://svcdraja.org/forms/Research/rCentre.aspx
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template)	[View File](#)
Any additional information	[View File](#)

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

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

05

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

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

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

08

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

3.4 - Extension Activities

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

1.Corona awareness, Food and Facemask Distribution (24/06/2020):

The department of NSS createdawareness amongs the villagers of adopted village pimpalgaon Chilamkha regarding the prevention and cure of Covid-19 by home to home visit of NSS Volunteers. Also we have distributed the food and face mask to the needy and poor people in Deulgaon Raja and adopted village. We also did counseling of Covid-19 patients to make them aware of this disease. Total 35 volunteers were involved in this awareness and food distribution program.

2.International Yoga Day(21/06/2020):

Dept. of NSSorganized live demonstration of Yoga activities on the

occasion of International Yoga Day. Yoga teacher Shri Tayade performed various yoga activities through online platform. NSS Volunteers attended this programme from their home. Toatal 73 volunteers were present for the programme.

3.Tree Plantation(August 2020):

NSS Volunteers planted a trees at their farm or at home. Due to the Covid situation tree plantation is carried out at our nearby places. Total 52 volunteers were involved in this tree Plantation programme.

4.Swachha Bharat Abhiyaan(August 2020):

The department of NSS has also implemented the Swachha Bharat Abhiyaan in the College Campus and Adopted village successfully. We cleaned all the campus of college. We also cleaned the adopted village roads and some of the volunteers cleaned periphery of their home. Total 65 volunteers participated in this cleanliness programme.

5. Blood Donation Camp(30/08/2020):

The department of NSS and NCC organized the blood group check up and blood donation camp on the occasion of death anniversary of Raje Rajendrasingh Jadhao. In this camp we donated total 45 blood bottles to the blood bank Civil Hospital Jalna. Maximum number of NSS Volunteers and college staff participated in this camp by donating their blood

6. Fit India movement(September 2020):

NSS volunteers performed various activities at their home under the program fit India movement in order to know the importance of exercise to maintain the healthyness in our life and to spread the message of healthyness in the society. Total 38 volunteers participated in this programme.

8. AIDS Day(04/12/2020):

The department of NSS organized an Online guest lecture of Dr. Pramod Tale for the students on the occasion of World AIDS Day. During this Programme all the volunteers, ICTC Counsellor of Rural Hospital Deulgaon Rajas Shri Pankaj Khare and Shri Bharat Rathod were also present for the programme. Total 43 Volunteers were present through online mode.

9. Awareness Programme on Blood Donation(22/12/2020):

The department of NSS also implemented the Blood Donation awareness programme by displaying the flex in the various places of deulgaon Raja city and adopted village Pimpalgaon Chilamkha to spread the message and awareness among the people in the society and to inspire the youngers to donate their blood for the welfare of the society. Total 22 volunteers participated in this awareness programmme.

10. Voters day(25/01/2021):

The department of NSS also organized Rangoli Competition to aware the voters to increase the participation of citizens in the voting. This competition was organized in association with Tahsil office Deulgaon Raja on the occasion of National voters Day on 25th January 2021. Total 31 volunteers participated in the Competition.

11. Road safety Campaign(26/12/2020):

The NSS department also implemented road safety campaign by organizing various activities such as Rangoli Competition, road safety pledge and displaying the digital flex in the Deulgaon raja city to bring into notice of the people the various rules of road safety. Total 53 volunteers were participated in this road safety programme.

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

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

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

07

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](#)

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

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

09

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

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

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

449

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

3.5 - Collaboration

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

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

07

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

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

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

15

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	<u>View File</u>

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The college is having adequate infrastructural factilities meeting the academic as well as curricular, cocurricular and extra curricular activities for the students. The college is having

adquate classrooms, laboratories, ICT room, huge and well equipped lilbrary, huge and well equipped auditorium, indoor sports complex and outdoor game facilities. The college is having a well equipped Computer Laboratory, Language Laboratory and Seminar Hall and canteen for students and stafff. The details about the infrastructural facilities are attached herewith.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://svcdraja.org/forms/Campus/infra.aspx

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

The college is having adequate infrastructural factilities meeting the academic as well as curricular, cocurricular and extra curricular activities for the students. The college is having adquate classrooms, laboratories, ICT room, huge and well equipped lilbrary, huge and well equipped auditorium, indoor sports complex and outdoor game facilities. The college is having a well equipped Computer Laboratory, Language Laboratory and Seminar Hall and canteen for students and stafff. The details about the infrastructural facilities are attached herewith.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	https://svcdraja.org/forms/Campus/infra.aspx

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

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://svcdraja.org/forms/Campus/facilities.aspx
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)

400877

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)

**Since last year the library has been shifted to the new building
of library comprising various facilities for the students and
staff..Internet facility is available to all computers in the
library20 MBPS. LAN facility is provided to all computers. New
Xerox machine is purchased in the library. Students are adept in
using OPAC system in the library as well as handling the e-
journals and e-books on the internet provided to them separately
in boys' and girls' reading room. The wi-fi facility is provided
to students as well to the teaching as well as non-teaching
faculty. The details about the library services are appneded
herewith.**

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional Information	https://svcdraja.org/forms/Library/introLibrary.aspx

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	**A. Any 4 or more 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)

21440

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

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

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

40 teachers and 500 students

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

4.3 - IT Infrastructure

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

The IT facilities are regularly updated according to the needs of the students. But this year due to the outbreak of Covid 19 and the physical absence of students in the college there was a little scope to update the same. Moreover the facilities required to conduct the online lectures were upadated as well as the facilities to conduct the national and international level webinars were also updated. The facilities required for providing e notes to the students were also updated.

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

4.3.2 - Number of Computers

56

File Description	Documents
Upload any additional information	**No File Uploaded**
List of Computers	<u>View File</u>

4.3.3 - Bandwidth of internet connection in the Institution	C.10 - 30MBPS

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

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)

936538/-

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

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

To maintain and utilize the physical, academic and support facilities we have formed the different committees to bring transparency as well as to decentralize the administration. We have a stock verification committee which keeps records of all the facilities available in the campus as well in each department. The responsibility of maintenance as well as utilization is of the concerned departments to whom the equipments are provided. Each department is having its own stock register in which the items in his /their possessions are verified by the head of the particular department. We have a separate repairing and maintenance committee. The equipments or facilities which are under repair are brought in to the notice of the repairing committee which calls the particular mechanic and the items are repaired. The report of the same is given to the Principal along with the bills to be sanctioned from him for repairing and maintaining. At the beginning and end of every session the stock verification committee verifies stock. The damage, loss or right off is also mentioned in the register. This process helps us to keep all facilities in working conditions, if any equipment is not functioning or is under repair is soon shown the concerned mechanic and get it repaired so that it is saved from going to the scrap. The responsibility of laboratory equipment is of the head of the particular department who keeps the update record of his laboratory in the stock register as well as in his log book. The

librarian, physical education teacher are responsible for the equipments and facilities in their respective department. The heads of the particular department circulate the notices amongst the staff as well as the students for the utilization of the facilities in the campus. They also keep the record of its users in their register. The students are regularly made aware of the facilities available for them by the concerned teachers. The ICT based classrooms are used as per the time table prepared by the teacher in charge. The teachers follow the time table to conduct the lectures in the said halls.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://svcdraja.org/forms/Administration/internalA.aspx

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

528

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	**No File Uploaded**
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

188

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)	<u>View File</u>

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	**A. All of the above**

File Description	Documents
Link to Institutional website	<u>https://svcdraja.org/forms/Administration/internalA.aspx</u>
Any additional information	**No File Uploaded**
Details of capability building and skills enhancement initiatives (Data Template)	<u>View File</u>

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

500

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

500

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)	<u>View File</u>

07-10-2023 09:03:26

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	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

00

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

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

5.2.2.1 - Number of outgoing student progression to higher education

71

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

00

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

5.3 - Student Participation and Activities

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

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

00

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)

Due to the outbreak of Covid 19 the college remained closed for whole year, students did not remain present physically present in the college. The teaching and learning activities were being run by online methods, hence neither students council could be established nor students could work on the administrative bodies though they were given representations on the various committees formed for the decentralization of the work.

File Description	Documents
Paste link for additional information	https://svcdraja.org/forms/Administration/internalA.aspx
Upload any additional information	[View File](#)

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

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

00

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

5.4 - Alumni Engagement

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

Yes, the college is having registered alumni with Registration No. Buldana/0000144/2018. The alumni is having nine officer bearers along with other as members. The alumni is having the following objectives

- **To keep a roster of all Alumni of college and their pertinent data.**
- **To maintain the updated and current information of all alumni.**
- **To encourage, foster and promote close relation among the alumni themselves.**
- **To provide a forum for the alumni for exchange of ideas on Academic, Cultural and Social issues of the day by organizing and coordinating reunion activities of the alumni.**
- **To undertake various educational and social activities with the joint efforts of Shri Vyankatesh college and the alumni.**
- **To inculcate the feeling of fraternity and communal harmony amongst the former students of the college and to enhance the development status of society with the active participation of the alumni.**
- **To encourage the former students for entrepreneurships with the technical and other facilities available with the college and the alumni.**
- **To create quality in the field of higher education with the active participation of the alumni.**
- **To create and maintain healthy relationships with the various industries and to utilize these relationships for**

the betterment of former as well as present students.

- To assist and support the efforts of Shri Vyankatesh College in obtaining the funds for development.
- To create small scale business and industries for the creation of employment and development of campus and to erect the capital for the same.
- To organize symposiums and meets with the active participation of the alumni and to contribute for the development of the higher education.
- To establish incubation center and entrepreneurship cell through the alumni.
- To mobilize financial resources for the mobility of various activities in compliance with the objectives of association.

Along with the above objective the alumni meetings were conducted and they contributed their views for the development of the college. This year hundred and thirty three students have enrolled their name in the alumni and contributed 300000/- for the development of the college. The college always appreciated their contribution by organizing function for them at the end of the session. In the meeting of alumni they are felicitated and they are given the detailed information about the activities going on in the college as well as details about the achievement of the students. They are shown the physical as well as the academic facility available to the students in the college. The alumni have created their What App group on which they share their ideas with respect to the college the secretary of the association is Dr. V.R.Bansile who is an Assistant Professor of our college as well as an ex students of our college hence he is also involved in the group as a representative of the college. As a result, the college instantly get the information about the opinion formed by the alumni with respect to the college.

File Description	Documents
Paste link for additional information	https://svcdraja.org/forms/Alumni/association.aspx
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year (INR in Lakhs)	C. 3 Lakhs - 4Lakhs

File Description	Documents
Upload any additional information	**No File Uploaded**

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 following are the mssions and goals of the institution.

1) To avail the facility of higher education to the boys and girls of the rural and backward area.

2) To impart career oriented education to the students.

3) To inculcate the social awareness among the students.

4) To enable the students to cope with the new challenges of the world.

5) To encourage the students to update and upgrade themselves with the new knowledge.

6) To make the students accomplished in the science and information technology.

7) To encourage the students to be the successful entrepreneurs, teacher, lawyers, and make them able to pass in Civil Services, Defense Services, Banking Services, and M.P.S.C. and U.P.S.C. services.

8) To stress on the growth of the women education in the areas.

9) To encourage the teachers and students for research activities.

To be in tune with the vision and mission of the institution the institution very frequently heldthe meeting with the faculty and the nonteaching staff. The management entertained every staff member regardless his desgination with respect to his/her say pertaining to the development of the college. The managment took into consideration the suggestions put by every staff member and tried seriouly to fulfill the same. The managment provided adequate infrastructuarl facilities and other facilities for

smooth operation of the college actitivies. The managment every time encourage the staff and the student for their participation and noteworthy work for the development of the college such as curricular, co curricular, extra curricular and research activities. The managment praised the staff for their achievement in their respctive fields. The institution provided all kinds of support to fulfill the vision and mision of the instituion.

The college is located in rural as well as backward area. It is also on the border of two regions i.e.Vidarbha and Marathwada. The town Deulgaon Raja comprises in Vidabha. Since this town is on the boundary of two regions just after five kilometers the Marathwada region starts which is affiliated to other University i.e. Dr. Babasaheb Ambedkar Marathwada University, Aurangbad which is just 85 K.M. away from Deulgaon Raja. The university to which our college is affiliated i.e. Sant Gadge Baba Amravati University Amravati is 300 K.M. away from Deulgaon Raja. Naturally some students have their inclination towards Marathwada region and University due to its proximity. Despite this we have been trying to augment the quality of our education, courses, curricular and extracurricular activities by giving the students the best out of us.

The mission of the institution is to give education to everyone in the precinct of Deulgaon Raja. The mission statement of the college is 'Shabde Watu Dhan Jan Loka' in Marathi which in English means to give the people the wealth of knowledge. These Marathi lines are taken from the great Marathi poet 'Sant Tukaram'. In compliance with the mission statement of the college the institution along with its faculty always tries to be honest in providing quality education to the students who seek admission in the college. Besides, through the corporate activities the institutions try to awaken the liking for education among the people in the periphery of the town. The institution always work according to the needs of the students i.e. the teacher engages remedial classes, competitive examinations, classes, carrier guidance classes also organizes the activities for society and due attention is also paid on the academic development as well as personality development of the students. To cater the needs of higher education of the students in and around Deulgaon Raja the institution has started the 'Science' faculty since 2009. The institution also introduced new subjects from 2010 like English and Marathi Literature, Geography and Home Economics on self finance basis. Moreover from 2010 the P.G. courses like M.A.English, M.A.Marathi and M.Com. are also started so that the girls should not go long way to complete their higher education.

The students' facility center is also started for students under the 'Earn and Learn' scheme. Every academic year is always full of various activities where students get opportunities to present themselves in different activities. The NSS and NCC departments are always active in undertaking various co-curricular and extension activities. Study tours, interviews of eminent persons, wall magazines, sports activities, cultural activities, extra-curricular activities etc help the students for overall development.

File Description	Documents
Paste link for additional information	https://svcdraja.org/Default.aspx
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.

The college formed fifty two committees for the internal administration of the college as well as for the decentralization of the work.

- The college promotes a culture of participative management. The college constitutes committees for general and academic development it includes faculty, non-teaching staff and students' participation. The administration has opted a decentralized mode for smooth and effective functioning.
- The Principal welcomes the innovative ideas, concepts and thoughts from the different committee members and involve them in decision making process.
- The governing body is the highest decision making authority with the Principal as the secretary but the views of all stakeholders are taken into consideration while executing any important plan.
- Regular meetings are conducted of IQAC, staff and the management to discuss on every issue and activity to be implemented.
- The equipments are also purchased by taking the decision in the meeting of its committee under the chairmanship of the Principal.
- The decisions regarding the construction are also taken in the meeting formed for construction and the budget is also got sanctioned in the same.

File Description	Documents
Paste link for additional information	https://svcdraja.org/forms/Administration/internalA.aspx
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The management holds meeting with the Principal in the beginning of the session. The Principal puts forth the plans and activities along with its budget in the meeting before the members. The budget is sanctioned in the meeting and the activities are undertaken accordingly by the Principal throughout the year. The management always asks for the reports to the Principal about the college and always encourages the staff for different activities. A meeting is held with the staff members on the basis of the reports received to the management. The Principal brings in to the notice of the teachers if any lacuna is found by them in respect of any teacher but he also appreciates the staff for their academic, curricular or extracurricular achievements, for example all Ph.D. and M.Phil. holders were felicitated with attractive gifts in the function organized for the felicitations of the staff. Besides, the moral courage of the staff members is always enriched by the management. The head of the institution involves the teachers in the social activities to be undertaken by it. The management belongs to Shri Balaji Sansthan, Deulgaon Raja, a charitable and religious trust. The Chairman of the institution frequently attends the programme undertaken in the college. He not only attends the function but also appreciates the teachers as well staff for the successful organization of every activity in the college.

the institutional development particularly infrastructure is looked after by the Principal. The development plan comprises extension of building, providing additional facilities, introduction of new courses, establishment of new faculty and to increase the number of students for each course etc. The management forms several committees for further academic growth and infrastructure development of the college. The members of these committees consider several factors while preparing future plans. The factors that they keep in mind are –

- **The changing scenario in the field of education**
- **The needs of students /society.**
- **The conditions of time and place.**
- **The economic factors.**
- **The relevance and usefulness of plan.**

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

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

The college is having a good administrative set up. The administrative work is divided amongs the committees. There are internal committtees formed for the internal administration of the college. The meetings of these committes are regularly conducted in the charimanship of Principal. The continuous review is taken by the Principal of these committees. The appointment are made by complying with the norms, rules and regulations of UGC, Governemen of Maharashtra and Sant Gadge Baba Amravati University Amravati. The service rules are also observed according to the Mahrashta University Public Act 2016 since it publications and before that the same act publihsed in 1994, The procedure are also followed as per the above bodies.

File Description	Documents
Paste link for additional information	**Nil**
Link to Organogram of the institution webpage	https://svcdraja.org/forms/Administration/officeMS.aspx
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	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

For Teaching and Non teaching staff

1) Cooperative credit Society

2) Group Insurance

3) Best Teacher award

4) First Aid

5) Health check up camp

6) Ambulance Service

7) Emergency Blood Supply

8) Medical Reimbursement claim

9) Cooperative credit Society

10) Group Insurance

11) Medical Reimbursement claim

12) Ambulance Service

13) First Aid

14) Health check up camp

15) Emergency Blood supply

16) Best Employee award.

File Description	Documents
Paste link for additional information	https://svcdraja.org/forms/Health/introHealth.aspx
Upload any additional information	**No File Uploaded**

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

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

00

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

02

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

30

File Description	Documents
IQAC report summary	View File
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

- **Each teacher submits PBAS for each academic year to the IQAC at the end of each session and the IQAC and the Principal evaluate the same and give the scores.**
- **Teachers submit their PBAS forms at the time of their**

placement under CAS at higher scales/stage. Accordingly the Expert committee for placement and promotion scrutinizes and interviews the teacher candidate and recommends for placement/promotion.

- Necessary improvements in some areas are advised by the members of the Expert Committee.
- Confidential reports of the Non-teaching staff are maintained.

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

The institution regularly conducted internal and external financial audits regularly, But due to some techinical reasons the external audits for the year 2019-20 and 2020-21 have not been conducted, but internal audits of the these years have been conducted.

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

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

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

00

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 institution in its every meeting appeals the teacher to apply for the various schemes declared by UGC and other bodies time to time. Fund is collected from ICSSR, State Commission for Women. We have also sent proposal for DBT for laboratory development. We have also been working on the project... Grants are also sought for conducting seminars and conferences from the bodies other than UGC.

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

6.5 - Internal Quality Assurance System

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

The IQAC contributes for effective teaching and learning process in the following ways

After the first assessment in 2004 wherein the college was accredited at the B level, the IQAC was established in July 2004. The institution has the following policy with regard to quality assurance.

- **Planning, implementation, monitoring and evaluation by the Governing body of the college.**
- **Post Assessment and Accreditation.**
- **Committee system for academic and administration control.**
- **Coordination with all stakeholders.**

- **Transparent financial activities.**
- **It supports to conduct workshops, awareness programme, guest lectures, Curricula, Teaching- Learning and Evaluation, Research oriented seminars, applying for research grants, ICT management and suggestions for empowerment of teaching and nonteaching staff.**
- **To plan for extension activities.**
- **To plan for CAS of the teachers and to collect PBAS of the teachers.**
- **To prepare Annual Quality Assurance Report and submit to NAAC.**
- **To analyze the feedback received from all stakeholders and informs the concerned about its outcome for correction and improvement.**
- **To appreciate and encourage and provide support required by all staff for their quality sustenance and quality improvement in teaching, research and administration.**
- **Annual increments are awarded only after the satisfactory reports of PBAS.**

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

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

The IQAC contributes for effective teaching and learning process in the following ways

- **To plan for purchasing more books, reference books and teaching aids.**
- **To contribute to undertake various teaching learning activities in the college.**
- **To plan for organizing guest lecturers of eminent persons subject-wise in the college.**
- **To advise the teachers to organize group discussions, seminars, and quiz competitions for the students.**
- **To bring into the notice of the faculty about the training programmes or seminars regarding their subjects.**
- **To motivate the teachers for orientation and refresher courses.**

- To collect feedback from the students for improving the system of teachers' evaluation by students with respect to improving the overall quality of the College.
- To encourage the faculty as well as students to be active in research activities.

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

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

File Description	Documents
Paste web link of Annual reports of Institution	https://svcdraja.org/forms/IQAC/AQAR.aspx
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college has been running certificate course on 'Gender Equity'. But this year due to the outbreak of Covid 19 and physical absence of students in the college, the said course could not be conducted this year. But some activities are undertaken by the Internal Complaint Committee for women in our college as well

as by NSS and Cultural Department in our college.

1) The ICC organized an induction programme for girls regardng gender equity on Zoom.

2) The ICC organized one day online workshop for girls on Awareness about Indian Penal Code.

3) The ICC organized state level webinar on 'Savitribai Phule and Women Empowerment'.

4) The ICC celebrated International Women's Day by organizing an online guest lecture on Women Empowerment and Poetry Reading Competition and Poster Presentation Competition on Women Empowerment.

5)The ICC organized online workshop on ' Nutrition For Healthy Life'.

File Description	Documents
Annual gender sensitization action plan	Shri Vyankatesh Arts, Commerce and Science College Deulgao Raja Dist. Buldana M.S.443204 Measure for the security as well as empowerment of women • The college constructed a posh girls' common room with toilet, bathroom, vending machine for sanitary napkin and pure drinking water facility of Aqua Guard with water cooler. • The girls' common room comprises lady teachers' room with separate facility of washroom and vending machine for sanitary napkin. • The ICC (Internal Complaint Committee) is also established for the grievance redressal of the girls. • About five to seven activities are regularly organized for the empowerment as well as for the security of the women such as , Lawyer's Guidance, Police Official's guidance, Medical Guidance, Cyber Security Guidance etc. • A suggestion box is also kept for the complaints or suggestions of the girls. The suggestions box is opened

	with the help of the local police officials every week. • Counseling programmes are also organized for girls. • Lady teachers work as the mentor of the girls in and outside the campus.
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	Shri Vyankatesh Arts, Commerce and Science College Deulgao Raja Dist. Buldana M.S.443204 Measure for the security as well as empowerment of women • The college constructed a posh girls' common room with toilet, bathroom, vending machine for sanitary napkin and pure drinking water facility of Aqua Guard with water cooler. • The girls' common room comprises lady teachers' room with separate facility of washroom and vending machine for sanitary napkin. • The ICC (Internal Complaint Committee) is also established for the grievance redressal of the girls. • About five to seven activities are regularly organized for the empowerment as well as for the security of the women such as , Lawyer's Guidance, Police Official's guidance, Medical Guidance, Cyber Security Guidance etc. • A suggestion box is also kept for the complaints or suggestions of the girls. The suggestions box is opened with the help of the local police officials every week. • Counseling programmes are also organized for girls. • Lady teachers work as the mentor of the girls in and outside the campus.

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	C. Any 2 of the above

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

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

Solid Waste Managment- For the solid waste management the waste is taken to the ditch dug behind the college andis burnt in the ditch.

Liquid Waste Management-For the liquidwaste management the waste is taken out with help of the pipeline to the ditch dug behind the college. Adequate care is taken to stop the spread of mosquitos and other insects by sprinkling the insectides on the water. The liquid in the form of rainwater is also taken to the tank behind the college with the help of the pipeline of 6 inch near the open well. Water, collected from campus is taken to this tank and it resulted in the growth of the water level of the well.

Biomedical Waste Managment - The biomedical wasted is also buried in the ditch behind the college.

E Waste Management- We don't have more e waste in our college, but whatever e waste is collected we sell it as a scrap.

We don't have waste recycling system and hazardous chemicals are also buried in the ditch.

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

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	**C. Any 2 of the above**

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

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: 1. **Restricted entry of automobiles** 2. **Use of bicycles/ Battery-powered vehicles** 3. **Pedestrian-friendly pathways** 4. **Ban on use of plastic** 5. **Landscaping**	**C. Any 2 of the above**

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

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

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

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

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	**E. None of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	**No File Uploaded**
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).

The Cultural Programme Committee, in its annual planning planed for the cultural progamme that provide inclusive evironment. The college also ran certificate courses like Communal Harmony and Social Integrity. The committe took care of participation of all students in the programmes organized during the year to give

representation to every student irrespective of his class, caste
and gender. But this year due to outbreak of Covid 19, activities
with the active participation of the students could not be
organized in more number. Maximum activities are undertaken with
online mode. The following are some of the activities organized
during the year for tolerance and harmony towards cultural,
regional, lingustic, communal socioeconomic and other diversities.

1) Celebrated birth anniversary of Rajarshi Shahu Maharaj on
26-06-2020.

2) Celebrated Annabhau Saathe and Lokmanya Tilak birth anniversary
on 01-08-2020

3) Celebrated Bharatratna Maulana Abul Kalam Azad birth
anniversary as National Education Day on 11-11-2020.

4) Commomorated Krantisurya Mahatama Jyotiba Phule on his death
anniversary on 28-11-2020.

5) Commomorated Dr. Babasaheb Ambedkar on his death anniversary on
06-12-2020.

6) Celebrated Savitribai Phule birth anniversary on 03-01-2021.

7) Celebrated Rajmata Maa Jijau and Swami Vivekananda birth
anniversary on 12-01-2021.

8) Celebrated Chhatrapati Shivaji Maharaj birth anniversary on
1-02-2021.

9) Celebrated Chhatrapati Mahatama Jyotirao Phulebirth anniversary
on 11-04-2021.

10)CelebratedDr. Babasaheb Ambedkar birth anniversary on
14-04-2021.

11) Organized blood donation camp on 30-08-2020.

12) The Department of Zoology organized online multidisciplinary
Course 'Design a Slolar System for Homes' under the aegis of
Energy Swaraj Foundation in Collaboration with AICTE in August
2020.

13) Department of Zoology organized internationa webinar on 'Role
of Youth in Attaining Atmanirbhar Bharat in Energy' in

collaboration with Energy Swaraj Foundation.

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

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

Sensitization of students and emplyees with respect to constitutional obligations, values and rights, duties and responsibilities of citizens are done with the help of the code of conducted published separately for each factor on the institutional website. Besids, the activities helpful for the sesnsitization of the above elements are also orgazined time to time.

1.Corona awareness, Food and Facemask Distribution (24/06/2020):

The department of NSS createdawareness amongs the villagers of adopted village pimpalgaon Chilamkha regarding the prevention and cure of Covid-19 by home to home visit of NSS Volunteers. Also we have distributed the food and face mask to the needy and poor people in Deulgaon Raja and adopted village. We also did counseling of Covid-19 patients to make them aware of this disease. Total 35 volunteers were involved in this awareness and food distribution program.

2.International Yoga Day(21/06/2020):

Dept. of NSSorganized live demonstration of Yoga activities on the occasion of International Yoga Day. Yoga teacher Shri Tayade performed various yoga activities through online platform. NSS Volunteers attended this programme from their home. Toatal 73 volunteers were present for the programme.

3.Swachha Bharat Abhiyaan(August 2020):

The department of NSS has also implemented the Swachha Bharat Abhiyaan in the College Campus and Adopted village successfully. We cleaned all the campus of college. We also cleaned the adopted

village roads and some of the volunteers cleaned periphery of their home. Total 65 volunteers participated in this cleanliness programme.

4. Blood Donation Camp(30/08/2020):

The department of NSS and NCC organized the blood group check up and blood donation camp on the occasion of death anniversary of Raje Rajendrasingh Jadhao. In this camp we donated total 45 blood bottles to the blood bank Civil Hospital Jalna. Maximum number of NSS Volunteers and college staff participated in this camp by donating their blood

5. Fit India movement(September 2020):

NSS volunteers performed various activities at their home under the program fit India movement in order to know the importance of exercise to maintain the healthyness in our life and to spread the message of healthyness in the society. Total 38 volunteers participated in this programme.

6 Awareness Programme on Blood Donation(22/12/2020):

The department of NSS also implemented the Blood Donation awareness programme by displaying the flex in the various places of deulgaon Raja city and adopted village Pimpalgaon Chilamkha to spread the message and awareness among the people in the society and to inspire the youngers to donate their blood for the welfare of the society. Total 22 volunteers participated in this awareness programmme.

7. Voters day(25/01/2021):

The department of NSS also organized Rangoli Competition to aware the voters to increase the participation of citizens in the voting. This competition was organized in association with Tahsil office Deulgaon Raja on the occasion of National voters Day on 25th January 2021. Total 31 volunteers participated in the Competition.

8. Road safety Campaign(26/12/2020):

The NSS department also implemented road safety campaign by organizing various activities such as Rangoli Competition, road safety pledge and displaying the digital flex in the Deulgaon raja city to bring into notice of the people the various rules of road

safety. Total 53 volunteers were participated in this road safety programme.

9) Celebration of Constitution Day.

The Department of Political Science celebrated Constitution Day by organizing an online guest lecture on 26-12-2020 for students and staff.

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

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	**C. Any 2 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	**No File Uploaded**

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

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1) Celebrated Bharatratna Maulana Abul Kalam Azad birth
anniversary as National Education Day on 11-11-2020.

2) The department of Zoology celebrated wildlife week 2020 by
organizing Rangoli Competition, Quiz Competition and online Guest
Lecture.

3) The faculty of Science commomorated National Scienc Day on
01-03-2021 by organizing guest lectures of eminent persons.

4) The Department of Zoology observed World Sparrow Day by
organizing actitivity like Selfie with Water Pot for Birds and a
lecture followed by it on 20-03-2021.

5) The Department of Zoology organized World Wetland Day by
organizing National Webinar on 'Wetlands and Water'.

6) The Department of Mathematics celebrated National Mathematics
Day by organizin one day workshop on 'The Basic Concepts in Number
and its Applications' on 22-12-2020.

7) The Departments of NSS and NCC organized online International
Yoga Day on 21-06-2020.

8) The Department of NSS organized an online guest lecture on
04-12-2020 to observe Worlds AIDS Day.

9) The Department of Political Science celebrated Constitution Day
by organizing an online guest lecture on 26-12-2020.
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File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	<u>View File</u>
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

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Best Practice - I (2020-2021)
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1) Online Examinations

Since March 2020 after the outbreak of Covid 19 the whole world was affected terribly in all fields. Besides other sectors the education field has also been affected dreadfully. Soon after the outbreak of Covid 19, there were the examinations of all faculties, but unfortunately students could not take their examinations on the stipulated time and all examinations were postponed. As there were discussions on how to conduct the examination without further delay the options of online examinations came forward. But this option has some limitations particularly with the students living in rural area. All students were not having the facility of Smart/ Android phones and internet facility in them. So, the option of offline examination was also come forward. But it was a great risk in those days to call students in person for examinations though the college was able to follow the Covid Appropriate Behaviour. To make the matter worse some of our employees have been found Covid positive. In such condition, taking into consideration the problem of rural students the university left the issue to the level of colleges of conducting the offline/online examinations. But our college took the decision of conducting the examinations mostly in online mode and offline mode was decided to follow only when there is more emergency.

2) Goals

- To avoid the congregation of the students in the college premises.
- To keep the students as well as the teachers away from the infection of Covid19.
- To provide opportunity to every student to appear for the examination.
- To follow the Coivd Appropriate behaviour to avoid the infection.

3) Context-

Due to the outbreak of Covid 19 the University had been in a fix in terms of conducting the examinations. There was a little bit delay after the postponement of the examinations. Hence the University had to initiate to conduct the examinations during the stipulated time. Eventually the University left the matter to the Colleges and asked the colleges to conduct the examinations in online and offline mode as possible. But taking into consideration the situation of our area in term of the spread of the Covid, we

decided to conduct the examinations in an online mode and we could conduct online examinations of about 98% students and only 2% students had to take the examination in an offline mode.

4) The Practice :

As it was decided to conduct the online examinations, the meeting was called of the teachers by the department of examination. In this meeting it was decided to contact each and every student and ask him/her whether the facility of smart phone and internet is available with the students. The parents were also contacted and requested to make smart phone available to their children only for the sake of examinations. The parents affirmed to give their mobile phone to their children if the students don't have smart phones of their own. We also circulated the notice among the students asking them to convey their inability about the smart phones. Only 2% students were found who could not manage the smart phone and they were called to college for offline examinations. The University provided the question paper to the college one day before and the teachers of the respected subjects would convert the same into Google Form by observing the secrecy of the examinations. The Whats App group of each class were prepared and due care was taken that no student should be left from adding him/her to the group. It was also confirmed whether all students are having their whats app accounts. Every day, the students were sent notices regarding examinations to check whether the students check their groups. On the day of examinaion, link for the examination was sent on their whats app group just before five minutes and were given the time of one hour to solve the paper as per the guidelines of the university. The link was instantly closed soon after the time was over. Just after the time was over, with the help of the spreadsheet the marks were noted down and sent to the University. The students having the problem of connectivity, if convinced to us, were given some extra time. This practice we continued for the Summer Examinations 2020 and Winter Examinations 2020 and Summer Examinations 2021 along with the supplementary examinations declared by the university time to time. Around seven examinations were conducted quite successfuly during the year in an online mode.

5) Evidence of Success

Due to this online method of examinations about 100 % students could appear for the examinations though some of them were out of station and some of them were quarantine at their home. Due to the adequate care taken before the examination, the minor difficulties

were also solved and it became easy for the students to take the examination. It naturally affected on the overall result of the institution and we could get good result of the students. No student is deprived of the examination though the situation was very abnormal due to covid 19. Around seven examinations were conducted successfully without any hindrance and without any technical error. The students who were unable to reach to the examination center could all appear for the examinations and could save their loss of year.

6) Problems Encountered and Resources Required

While conducting these examinations we could find only one problem of not having the smart phone and internet connectivity with the students. Especially some girls in the rural area were not having the smart phones. We circulated the notice regarding the same to the students about conveying their difficulties about smart phones and internet connectivity. As and when we received the complaints, we contacted the parents and requested them to make their smart phone available to their daughters and it was a successful move. Maximum parents agreed to do the so, but those who didn't have the smart phones were called to the college for offline examinations.

Best Practice – II (2020-2021)

1) Scholarship Forms of the students

Since March 2020 after the outbreak of Covid 19 the whole world was affected terribly in all fields. Besides other sectors the education field has also been affected dreadfully. Due to the continuous absentee of the students in the classrooms it had become quite difficult to be in touch with the students. Moreover, about 90 % students of our college are GOI scholarship holders. The students have to submit the scholarship forms soon after they seek the admissions. The forms are to be filled in an online mode, but due to Covid 19 students couldn't get access of computer centers where they could go and fill their online examination forms. At this juncture we not only helped the students to fill their forms but also made contact to the students with respect to the queries found in their forms by the Govt. of Maharashtra. But finally maximum students could submit their form successfully.

2) Goals

- To avail the benefit of scholarship to every scholarship holder student.

- To help the students in filling scholarship forms without any difficulty.
- To motivate the students to fill the scholarship forms during the period of Covid 19.

3) Context-

Due to the outbreak of Covid 19 the physical presence of the students was not possible during the year. Out of the total students of the college about 90% students are from reserve categories. Scholarship is the greatest aid for such students as maximum students are from the families of below poverty lines. Due to lock down their parents could earn money from their regular sources. Therefore the students were finding it very difficult to manage the expenses of their education. To avail the Government of India scholarship students have to fill the online scholarship forms and upload about fourteen different types of documents. Every year we collect the forms as well as the documents of the students and fill their forms online in the college. Besides, the department goes on finding the queries and returns the form for corrections. The corrected forms, by calling the students and asking for their new documents, have to resend to the college. This year too we had to collect the forms and the documents of the students as it is quite impossible for the students to fill their online forms at their own. Due to complete lock down students were not allowed to come to the college. At this juncture the teachers in the college took initiative to help the students to fill their scholarship forms.

4) The Practice :

The scholarship forms had to be submitted to the government as and when the website is opened by the government of Maharashtra by the student by going to the computer centers. The documents are to be uploaded on the government website just after announcement of the opening of the portal. As said already there are about fourteen to fifteen documents that the students have to collect from different offices and upload the same on the website. The computer centers charge them about 200 hundred Rs. to fill the form and upload the documents. In this situation the college, with the help of the college employees, collected the documents and filled the online forms of scholarship of the students. This time students found it very difficult to collect their documents from the Tehsil office and from other departments due to lockdown, hence we requested the employees in the Tehsil office to be cooperative to the students to make them available their income as well as caste certificates.

Thereafter separate class wise counters were organized in the college to collect and check the documents of the students. The students were called on telephone to come to the college on the specific days. Everyday only twenty students were allowed to come from different classes at different time by making available the things of Covid Appropriate Behaviour like hand wash, sanitizer and thermal gun to avoid their congregation. Even the students were asked to observe the social distancing. As maximum students in our college live in rural area students had to come only by the private vehicles where there is no bus facility available. Due to lockdown even the bus facility was not also available for some months. After collecting the forms and the documents from the students the teachers would scrutinize the forms and would contact the students for the query if any. Even after filling the online forms the department would find some queries and send the forms back to the college portal. Every day, the college employee would check the college portal about ten to twenty times in a day to check the status of the forms. The forms sent back by the department would be checked by the concerned clerk and he would intimate the same query to the committee formed for this work. The committee would soon make phone calls to the concerned students and would ask for the appropriate documents required by the government. After collecting the documents soon the same were uploaded and sent to the department. In this way all students who were entitled to get the scholarship were contacted personally on telephone. As a result not a single student was left to contact and hence everybody could submit his scholarship forms successfully.

5) Evidence of Success

Due to the consistent efforts of the teachers and the concerned clerks all students could submit their scholarship forms within the stipulated time to the government. Due to the regulars check of the status of the forms on the portal, every day the college would get the updates about the queries of forms and soon we were able to contact the students regarding the query in his/her form. Finally all scholarship holder students could get their scholarship in time.

6) Problems Encountered and Resources Required

While practicing the above things we had to face some problems but we could overcome the same with our joint efforts. Initially we face the problem of making contacts with the students. For that we collected the phone numbers of the students from their admission

forms. Thereafter we formed their whats app group and circulated the notice on this group. The students who didn't have the android/smart phones were sent text messages. Besides, many numbers were found not reachable so we sent them letters by hand with the help of the peons in our college and they were asked to contact them personally. Due to more number of students we deployed a person from private computer center in the form of outsourcing by giving him some fees. This helped us to expedite the work.

File Description	Documents
Best practices in the Institutional website	Nil
Any other relevant information	Nil

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

During the year 2020-2021 the outbreak of Covid 19 was at its peak. To make the matter worse our district was highly afftected during these days. Some of our staff members were found Covid Positive and had undergone the treatement successfully and got cured. The college also remained close for maximum time and during the rest of the period employees only with some percentage were allowed to come to the college. The teaching and learning activities were going on in an online mode. Since there were no students in the college, it was difficult to organize curricular or cocurricular activities for the students physically. The examinations of the students were also completely hampered and were conducted quite late. Hence taking into consideration the availability of time at our disposal, the college decided to organize webinar under each department to utillize the spared time with us. As a result almost all departments organized the national and international webinar during this period. It was a grand success on the part of the college as there were quite great and important deleberations on this occasion. Renowned dignitaries partificpated in these webinars with their excellent guidance. The details on the webinars organized by the different departments are as follow.....

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

7.3.2 - Plan of action for the next academic year

1) To update the science laboratories.

2) To increase the ratio of research activities.

3) To stress on the more use ofICT while teaching and learning process.

4) To increase the participation of students in cultural and sports activites after Covid 19.

5) To inspire and encourage the teachers for Ph.D. guideship as well as for FDP activities.

6) To undertake the activities which are left behind due to Covid 19.