



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution		DR.H.N.SINHA ARTS AND COMMERCE COLLEGE PATUR, DIST.AKOLA
Name of the head of the Institution		Dr. Kiran. S. Khandare
Designation		Principal(in-charge)
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07254243250
Mobile no.		9421675055
Registered Email		drhnscollege@rediffmail.com
Alternate Email		kirankhandare68@gmail.com
Address		At- Post Patur In of Bus stand
City/Town		Patur
State/UT		Maharashtra
Pincode		444501

2. Institutional Status	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	Self financed and grant-in-aid
Name of the IQAC co-ordinator/Director	Dr. S. L. Khandel
Phone no/Alternate Phone no.	07254243250
Mobile no.	9420106587
Registered Email	sanjaykhandel@ymail.com
Alternate Email	sanjaykhandel40@gmail.com

3. Website Address	
Web-link of the AQAR: (Previous Academic Year)	https://www.drhnsp.org/pages/aqar.php
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.drhnsp.org/pdf/Academic_Calendar_2-19-20.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
2	B	2.9	2015	02-Mar-2015	03-Mar-2020

6. Date of Establishment of IQAC	01-Jul-2011
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Internal academic audit	21-Feb-2020	30

of the departments	1	
One day counselling session on API for CAS	30-Sep-2019 1	25
IQAC Meeting	18-Feb-2020 1	13
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8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
NIL	NIL	NIL	2020 NIL	0
View File				

9. Whether composition of IQAC as per latest NAAC guidelines:

Yes

Upload latest notification of formation of IQAC

[View File](#)

10. Number of IQAC meetings held during the year :

2

The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website

Yes

Upload the minutes of meeting and action taken report

[View File](#)

11. Whether IQAC received funding from any of the funding agency to support its activities during the year?

No

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

Internal academic audit of the departments Encouragement of the department to organize seminar/ conference Workshop Monitoring the progress of research work through college research committee Stock verification of various departments and science laboratories. Effective implementation of code of conduct and academic discipline.

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

Plan of Action	Achivements/Outcomes
Monitoring the progress of research work through college research committee	Collected the number of publications in peer reviewed international and national journals and monitoring the progress of research projects.
Physical verification of laboratory	Verification and ensuring update functioning off the equipment and infrastructure.
Internal academic audit of the departments	Ensuring transparency of smooth functioning of the departmental activities
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
The annual quality assurance report was placed before the College Development committee (CDC) . The significant suggestions were accommodated in the AQAR rectification before final submission..	20-Feb-2020

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2020
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Date of Submission	20-Feb-2020
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17. Does the Institution have Management Information System ?	Yes
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If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)	Applications for admission to first semester of B.A.,B.Com, B.Sc, M.A., and M.Sc to the admission committee are sorted for preparation of merit list for some courses. Students are admitted as per the rules and egulations of SGBAU and State Govt. Institute have Management Information System (MIS) used for. 1.Prepare a list of students group wise and section wise. 2. Sorting the students category wise and gender wise. 3. Report and analysis of
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admission is prepared. 4. University enrollments form are uploaded. 5. University examination forms are uploaded. 6. Prepared all types of information about students in a required format.. 7. Prepared a database for students satisfaction survey and AISHE. 8. The internal marks and practical , theory marks of respective subjects are sent to university.. 9. The correspondences of AISHE, RUSA, UGC, University, NAAC, Joint Director are done online/ off line. 10. The students data , scholarship form etc are processed online. 11. SEVARTH software for online salary 12. Soul software for automation of Library

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

The aim of the institution is to work for the holistic development of the students and it is well stated in the goal and mission of the institution. As the maximum number of students belong to the adjoining rural areas, having humble economic and social background, their requirements and problems are of certain type. To overcome the difficulties faced by them in continuing education is a kind of herculean task for them. The majority of the nonteaching and teaching staff belong to the same background, they are well acquainted with the problems of the students. The faculties try to help the students all possible ways within their capacities. The excellent respectful student -teacher relationship is the basis of catering to the needs with special emphasis on social, educational, educational, cultural and other values. The college is situated in the rural region and is affiliated to Sant Gadge Baba Amravati University. It has very limited role in the framing syllabus. The syllabus is framed by the Board of Studies and languages of respective subjects. Some of the faculty members, elected and nominated, play role in framing syllabus keeping in mind the aspirations of the students. The faculties, working as convenors and members of all committees constituted by the institution also have a student centric approach in their mind. They leave no stone unturned to provide the environment which is needed to achieve academic outcomes. The students also try to perform and work for their institution. The institution engages itself to ensure effective curriculum delivery by implementing intensive well planned and documented process. The academic calendar is prepared in the beginning of the session in tune with the calendar of the University. The Academic Audit Committee insists and monitors the proper implementation of the curriculum as per schedule. The annual planning is prepared at institutional, departmental and individual level. It comprises unit wise teaching, classroom tests, home assignments, group discussions, subject quiz and other classroom activities. Curricular, co-curricular and extracurricular activities organized on the campus helps in the implementation of the curricula. Student centric learning process supported by ICT tools, establishment of subject associations' participative and comprehensive teaching

learning work with effective and continuous evaluation system help substantially in understanding students individually. Leadership & organizational skills of the students are tapped by the activities conducted by NSS. Feedback from the students is obtained. The continuous evaluation is done. The students are encouraged to improve themselves with multiple assistance. The Academic Audit Committee prepares report and is presented to the Principal. After analysing it, suggestions are conveyed. All the heads of the departments and faculties take measures to work on the suggestions. All round development of the students, having emphasis on academic development, is ensured through continuous process of teaching-learning and evaluation.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Nil	nil	Nil	Nil	Nil	Nil

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
PhD or DPhil	History	01/09/2020
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
BA	Electives	Nil
BSc	Electives	Nil

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	0	0

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Nil	Nil	Nil
View File		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Environmental studies	200
BCom	Environmental studies	60
BSc	Environmental studies	120
MSc	Chemistry	13
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

<p>Feedback Obtained</p> <p>The college has well organized feedback mechanism. The special academic committee, called feedback committee is constituted to ensure proper and meaning feedback from all the stakeholders. The suggestions and requirements mentioned in the feedback by students and alumnis are incorporated in the development plan of the college. The feedback mechanism plays a vital role in seeking the views of the stake holders. Corrective measures are to be taken to ensure the right path of action. To obtain Feedback from the people concerned with the field of education is the practice regularly followed by the institution. The Feedback Committee consisting of three faculty members is set up for the purpose. The questionnaires, having questions of multiple choice are given to the samples selected carefully. Feedback of students of Arts, Commerce and Science Faculties is obtained. In addition to that feedback from Faculties, Parents, Alumni and Academic Peers is also sought. Their suggestions regarding facilities available on the campus and scope for further development are also welcomed and work is done to fulfill their expectations. 10 samples from each category are collected. The feed forms, duly filled in, are collected and the responses in the feedback forms are further processed. The statistical data is furnished and presented to the authority for further necessary action</p>
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CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BA	Arts	760	709	709
BCom	Commerce	210	210	210
BSc	Science	360	398	398
MA	Marathi	160	95	95
MSc	Chemistry	40	49	49

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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1317	144	10	2	10

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
10	10	3	3	0	3

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The institution avails mentoring system and is yearly monitored successfully. The Tutor–Ward Scheme is one of the most popular schemes and almost every institution adopts and implements it to bridge up the gap between wards and teaching communities. By this scheme personal as well as academic information of each and every ward is recorded and maintained. Each faculty member is assigned a group of students as their wards. In this way the faculty member carries out an additional voluntary responsibility of modeling and guiding their wards in all academic and personal matters. The rules and regulations, welfare measures, various scholarships available and the way to go about them are explained to the wards. Each faculty member is assigned 50-60 students for whom the concerned teacher will be a friend, advisor and guide. The teacher maintains a record of academic, co-curricular achievements, progress of the wards. Once a week they are interacted and helped them in their growth and they are also intervened whenever necessary to guide them. This practice has helped develop a good rapport between the teacher and students at personal level. A teacher is an architect who trains and strengthens the character and academic competence of students that will not crumble when tested in crucible of global challenges. Hence the teacher takes a lead role in preparing for the students for the task ahead to them face challenges and succeed. Slow learners with difficulties in understanding and learning the students at the pace it should be, are paid individual attention, guided and trained by the tutor on the better way of learning. Sharing of their own problems with the tutor serve a sign of healthy relief to the students. Thus enabling them peacefully concentrate on their studies. Objectives : 1) To equip the students with necessary skills and academic competence. 2) To mentor and inculcate social and moral values in students and empower them for nation building. 3) To inspire and guide young minds with creative thinking and innovative ideas that would help them to succeed in their career. 4) To cater to both the advanced and disadvantaged learners and help them to reveal their full potential. (Mentees) : Improves self confidence , Encourages professional development, Provides advice and information, Provides personal support for Tutors (Mentors), Refreshes their own view of the profession, Encourages self reflection, Develops personal relationships, Enhances peer recognition.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
119	10	1:12

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
19	11	8	0	6

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	Nil	Nil	Nil

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	B.A	III	01/11/2020	25/11/2020
BCom	BCom	III	01/11/2020	26/11/2020
BSc	BSc	Semester VI	01/11/2020	21/11/2020
MA	Marathi	Semester IV	01/11/2020	21/11/2020
MSc	Chemistry	Semester IV	01/11/2020	21/11/2020

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Being an affiliated college, we have to follow mechanism prescribed by Sant Gadga Baba Amravati University, Amravati. However the institution has taken efforts to improve the performance of the students by framing significant reforms in continuous internal evaluation at the institution level. The reforms are as follows : students' active participation in extra-curricular activities like sports, cultural, debate, elocution, NSS, Youth Festival, Yoga are given special privilege to submit their assessment/seminar/test even after due dates. Zoom Meet and Whatsapp as learning management system is used for continuous internal evaluation like assignment and test. After every lecture, students are given assignment. During the examination, students are allowed access to the library. Every department conducts two unit test to test the student knowledge theoretically and practically. During the final examination, students are access to the library's website. Some of the department conduct a surprise test by giving them additional 10 minutes for the preparation before the test. This helps to keep the students updated. Some of the teachers conduct test on the demand of the students. So the teachers follow speedy evaluation after the test and communicate the result to the students. Monitoring the improvement of slow learners and encouraging the advance learners by reviewing their performance in examination. The analyze of the students' performance in Unit Tests is also discussed in the class. This results in substantial improvement in students performance in terms of understanding of difficult topics, time management and enhanced writing skills and their affection towards learning. In the beginning of the session IQAC in consultation with the Principal prepares academic calendar and implements it properly. Public holydays are identified in academic calendar and days for unit test are fixed in the academic calendar before finalizing the date it is sure that there is sufficient time teaching. The institution adheres to the academic calendar for conduct of CIE. Academic calendar is shared with all takeholders through the college website. In order to adhere to the schedule mentioned in the academic calendar, HODs meeting with the Principal is conducted to review the status internal assessment tests. Every faculty member conducts unit test. Quiz, group discussion, field trip, educational/ industrial visit are also being planned by the respective department as per the schedule. Display of internal assessment marks and grievance redressal for internal assessment is resolved in time bound manner. Our teaching staff members always motivate to submit assignment, to deliver the seminar, to appear for the test required for internal assessment up to the last moment.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

Academic calendar prepared and adhered for conduct of examination and the related matter Being institution affiliated to SGBAU, Amravati, it follows the academic calendar prescribed by the university. Also the academic calendar is prepared by the college every year and published in the college prospectus. It is displayed on the college website. The institution adheres to both the calendars. The academic calendar provides the proposed road map of the academic activities. It includes the commencement date of semester and annual pattern examinations, holidays, day celebrations, cultural activity, various activities such as industrial visits/tours, projects works, guest lectures, seminars and tentative schedule of internal examination. The internal examinations are conducted transparently. Assessment of students' learning is done by using assignment, seminars, projects and unit tests etc. Practical and theory examinations are conducted by the college accordingly to the university calendar. The first, third and fifth semester examinations are conducted during the months of November - December. While the second, fourth and sixth semester examinations are conducted in the months of April - May as per university calendar and rules.

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

<https://www.drhnsp.org/>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
PG	MSc	Chemistry	24	24	100
PG	MA	Marathi	36	36	100
UG	BSc	Science	203	181	87.20
UG	BA	Arts	309	309	100
UG	BCom	Commerce	47	47	100

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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

<https://www.drhnsp.org/>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	0	Nil	Nil	Nil
Major Projects	0	Nil	Nil	Nil
Interdiscipli	0	Nil	Nil	Nil

nary Projects

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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Nil	Nil	

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Participation in National Integration campAniket Vishas tayade	Nil	Regional Director of NSS, Guwahati, Govt of India,	14/02/2020	Student participation

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
Nil	Nil	Nil	Nil	Nil	Nil

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
Nil	0

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Commerce	20	Nil
National	English	3	Nil
National	Political science	2	Nil
National	Marathi	3	Nil
National	History	2	Nil

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3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Commerce	2

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3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	Nil	NIL	Nil	0	NIL	0
View File						

3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	Nil	NIL	Nil	0	0	0
View File						

3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	0	5	0
Presented papers	2	2	0	1
Resource persons	0	0	1	0
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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
Blood donation	NSS	5	25
Jal hai To Kal hai	Pani Foundation	5	125
Tree Plantation	NSS	2	100
Essay Competition	NSS	2	40
Blood Testing	NSS	4	100
Science Exhibition	Dept of science	2	100
New voter awareness program	NSS	4	120
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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
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NIL	NIL	NIL	0
View File			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
Forest conservation	NSS	Save wild life	2	45
Gender Issue	NSS	Women empowerment	2	50
Clean India Mission	NSS	Cleanliness drive	3	105
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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
Guidance and Demonstration on Organic Pesticides	40	Nil	1
View File			

3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Project work	Different web browser	Nil	20/01/2020	20/03/2020	02
Project work	e-governance	Nil	20/01/2020	20/03/2021	02
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Smt Sumitrabai Andhare College of Agriculture ndarabai	16/09/2021	Skill development	20
Shramik Bharati Agro Producer company	15/09/2020	Retail Training	20

Bahirji Smarak Mahavidyalaya, Basmat,	30/07/2021	Organic farming	10
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CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
8.5	1.68

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Others	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with LCD facilities	Existing
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul software	Partially	2.0	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	7314	893186	380	71774	7694	964960
Reference Books	10736	1298883	37	16734	10773	1315617
e-Books	195809	5900	0	0	195809	5900
Journals	24	9808	0	0	24	9808
e-Journals	6293	5900	0	0	6293	5900
Digital Database	0	0	0	0	0	0
CD & Video	25	3230	0	0	25	3230
Library Automation	0	0	0	0	0	0
Weeding (hard &	5005	172828	0	0	5005	172828

soft)

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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Mr Rahul Mahure	PPT	NPTL	Nil
Dr Dipali Ghogare	Ppt Educational videos, You channel,	Short term Course, HRDC-RDVV jabalpur	Nil
Dr Dipali Ghogare	Arpit learners, Short term course o	HRDC-SGBaiU, Amravat	Nil

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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	21	5	1	1	0	5	9	0	0
Added	0	0	0	0	0	0	0	0	0
Total	21	5	1	1	0	5	9	0	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Media centre	https://www.youtube.com/channel/UCE0VWVgxCeg4ZIEK1BRxeNQ
Prof. Rahul Mahure	https://www.youtube.com/channel/UCJbbh9QWf7rPIjFsLx5Jg5Q
Dr Dipali Ghogare	https://www.youtube.com/watch?v=LEk4EY2nmvA

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
280000	108925	780000	134272

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

The college has established systems and procedures for uses and maintenance of various academic and support facilities are available in the institute. For this task institute constricted different committees, committees has observed and take appropriate decision by look after the physical infrastructure like, class rooms, administrative buildings, library, laboratories, sport complex, garden and other including services like water supply system, water purifier system, solar energy system and electric supply system. Administrative office under the principal and he has a team of electrician, technical staff and other supportive staff for maintaining these assets and facilities with help of outsources of civil, mechanical and electrical engineers. Central facilities of our institute, like seminar, air conditioner auditorium , generator set are govern and controlled by registrar office. Institute set-up the staff council committee for maintenance of infrastructure facilities and equipment's. Various committees are formed under the staff council members, these committees as

1. Building and Maintenance Committee The building and maintenance committee is constituted by the staff council and approved by the governing body of the college. It does necessarily arrangements for adding new academics infrastructure in the college as per the need of departments.
2. Purchase Committee The equipments, instruments and other items for use in the laboratories are purchased after prier approval and scrutiny to ensure optimal utilization of allocated budget to the respective departments. Budget allocation meeting is conducted each academic year. Purchase committee approves its expenditure based on the newspaper publishing quotation. Purchase of equipments other than computer including programme specific software and hardware and their maintenance in laboratories are carried out by the respective departments to which they belong. This committee is working regularly.
3. Garden Committee It comprises of one convener and at least three teachers from the campus and some faculty members from the college has team of efficient and experience gardeners to maintain the lawns and flora of the collage. Planting of trees every year is carried in college in monsoon season. The trees are pruned after due permission from Government under supervision of qualified staff.
4. Library Advisory Committee The college Library Advisory Committee includes all faculty heads, principal, NAAC co-ordinator, representative of staff council. The committee provides the approach and operational plan for modernization and improvement of library. Most concerning purchase, issue and up-gradation of library facilities are decided in this committee. This committee takes care of up-gradation, enrichment and maintenance of the library. Committee provide proper organization and sport for functioning of the library and prepares the annual budget and proposal for development of library for approval of management council.
6. Computer Resource Center There is a coordinator for the Computer Resource Center monitors and maintains of the computer lab in college. The entire computer infrastructure, purchase, maintenance and disposal is with controlled by the principal. There is as a website coordinator to manage and look into information sharing and uploading on college website, issues related to hardware and software update and antivirus subscription are addressed.

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CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees

Financial Support from institution	Sports and Cultural activities	31	39157
Financial Support from Other Sources			
a) National	Post Matric Scholarship to GOI student and Chatrapati Shahu Maharaj Scholarships k and Vidyarthi kalyan vidyadhan yojana	1118	3643893
b) International	Nil	0	0
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5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
five days workshop on soft skill development	05/02/2020	45	SGBAU, Train The Trainee scheme
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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance for competitive Examination	90	100	Nil	Nil
2019	Career Counselling	100	100	Nil	Nil
View File					

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed

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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2020	15	B Sc	Chemistry, Physics, Biology	Dr H N Sinha Colege, Patur, RLT College, Akola, Shivaji College, Akol	M Sc
2020	54	B A	B A	Shri Shivaji College, Akola, S A College, Akola, Dr Sinha College, Patur & RDG College, Akol	M A
2020	18	Bcom	B Com	Shri Shivaji College, Akola LRT College Akola	M COm
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
NET	0
Any Other	5
View File	

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Sport competitions- Boxing, kabbadi, Wrestling, Running	College	68
Rangoli, Flower Arrangement, Essay, Poster, Singing, handicraft, science exhibition ition	College	70

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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2020	Ashwamegh Award 2020	National	1	Nil	B Sc II	Vaibhav naikwade

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

The student Representative council is an integral part of all the activity concerning student. The Secretary of the student Representative council is a member of college IQAC and CDC. He is thus involved in planning and implementation of various scheme and policies of the Institution. He can put forward the student requirement and demand in the meeting of these committees. The council has successfully pursued matter regarding welfare of the college like pure and cold drinking water facilities, tree plantation, awareness rallies, voter registration etc. The student's council was constituted for every year as per the guideline and directives of the affiliating university, Sant Gadge Baba Amravati University, Amravati (Maharashtra Universities Act 1994). The representatives for the council were nominated from among the students of all Faculties. They were nominated on the basis of order of merit in university examination and they are as under mentioned, while the Secretary of Student Council was elected from the selected Class Representatives for the The representative worked out and helped to organize various activities such as social, cultural, drama, music, dance, exhibitions, awareness programs, sport activities, alumni association activities, teacher parent- students association, annual magazines of the college, co-curricular and extracurricular activities in the institution with their active support and involvement to conduct the programmes. They rendered their active support and assistance in organization and arrangement of different programmes such as Celebration of Independence day, Republic day. The member of student council are member of all the committees of Dr. Panjabrao Jayanti Utsav, and annual social gathering of the college. It motivate student to participate in these event similarly the council encourage student to take part in University Youth Festival event every year.

2.Internal Complaints Committee (ICC): This Committee works as the grievance redressal mechanism, the complaints of girl students and women employees from the College. The ICC especially handles the cases of sexual harassment of the women employees and girl students of the College. This Committee is headed by the lady teacher of the College.

3.AntiRagging Committee: This Committee is constituted and works as per the guidelines of the University Grants Commission (UGC). The College nominates the students representative on Anti ragging Committee.

4.Library Development Committee: It is formed as per the guidelines of the Higher Education Department, Government of Maharashtra. The Committee is headed by the Principal and Librarian of the College Librarian is the Member Secretary. The student members from Students' Council are nominated on this Committee and they contribute to the overall development of Library by giving constructive suggestions.

5.NSS Committee: It is formed as per the guidelines of the Sant Gadge Baba Amravati University, the student members from NSS will headed the Special Camp organized by them

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

80

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association is active academic body. The Alumni meet is frequent phenomenon. They share their views and always ready to contribute in form of money and other physical resources. The out of the meetings of Alumni Association for the last academic year is given in the minutes of each of the meeting. In the last academic year, one cultural program with the help of Alumni Association was conducted. The name of that program is motivations of freshers In this program, the all the albumins who are placed at the higher positions in the society have guided the students and expressed their thanks for contribution of the college in their success in life. Their memories with the faculties in the begone days were really inspiring to the not only the faculty but also fro the current year students who are keen about their studies. Most of the Albumins have promised to give some gifts and donations for registration and functioning of the Alumni Association in this college.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The Institution practices decentralization and there is active participation of every stakeholder. These practices are undertaken through different committees such as CDC, IQAC, College Council, Academic Committee, Admission and Time Table committee, Feedback Committee, Carrier guidance and counseling Cell, Grievance Redressal Committee, Anti Raging committee. Decentralization and Participative management is done through division of work and responsibilities of administrative staff assigned by Principal. The college also collects feedback of students, staff, alumni, parents for effective evaluation of policies and plans i.e. self appraisal of teachers. Teacher's evaluation by students through questionnaires, suggestion through suggestion box and suggestion of alumni and parents. The head of each department is given separate responsibility for planning and implementation of the short term and long term plan of their respective departments. For the teaching purpose distribution of workload, planning's of classroom seminars and internal examination all right, is given to head of department. Forming the study association, organizing guest lectures, submitting respective projects or proposals to UGC or to other funding agencies. Proposals for international, national and state level seminars, workshop and conferences. For all above mentioned activities HODs are given complete autonomy. Due to such decentralized governing system efficient and effective leadership is carried out. The society and college promotes a culture of participative management. They achieve this through the various committees for promoting participative management. The society has elected working body which includes one separate elected President, three Vice-Presidents, one Treasurer, four members, and four co-opted members. Along with

this secretary is also appointed by the management. The college formed various committees to promote a culture of participative management.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	The College is affiliated to SGBAU Amravati University Amravati. Syllabus are framed by board of studies of Sant Gadge Baba Amravati University. The college teachers who are members of Boards of Studies (BOS) make valuable suggestions based on their interaction with stakeholders. Teachers attend curriculum related workshops and make constructive suggestions
Teaching and Learning	The College acts as per the academic calendar. Teaching plans are prepared for a Semester/Year wise. Plans are verified in accordance with syllabus and scheme of examination given by SGBAU Amravati University Amravati. The teaching staff maintain daily diary and record their daily instructions received, practical/ theory conducted and other activities performed. Extra lectures, meetings, duties assigned etc are properly recorded. Apart from classroom teaching, students are encouraged to use library and internet facilities, field work. The effectiveness of teaching - learning process is reviewed on the basis of inputs through, Students feedback, internal assessment and final results of Semester term end examination. The teaching learning process is reviewed by Principal for the concerned teaching faculty and feedback communicated then the concerned faculty plans for improvements. To promote the use of ICT in teaching, we encourage our faculty members to use ICT tools. As a result, many of the teachers are using PPT. Some teachers prepare educational videos. Teacher conducts Field Visits, Industrial Visits, Group Discussions, students' poster presentations and Ecofriendly festivals. Lectures by experts from various fields, subjects were conducted. Counseling and Research facilities are also provided
Examination and Evaluation	As per academic calendar and Sant

Gadge Baba Amravati University rules. The college follows examination schedule prepared at the beginning of academic year. Examination related information such as schedule for filling forms, examination time table, results etc., is displayed on the college notice board. College ensures that all Examination related rules and regulations of the University are strictly followed. College follows ICT enabled reforms introduced by the University such as submission of online examination forms. Examination committee was restructured and necessary infrastructural facilities were made available for examinations which were conducted by the University through online distribution of question papers.

Research and Development

The teachers are continuously engaged in research development. They attend various Seminars, conferences and Workshops for the same purpose. The College holds different Seminars, Conferences and Workshops in this connection. Our teachers to present their research in various national and international conferences/seminars etc. The students participated in "Avishkar" the intercollegiate research competition of the University. College management encourages teachers to complete Ph. D, attend conferences and publish papers

Library, ICT and Physical Infrastructure / Instrumentation

Library with ICT, Open access for P.G., best user awards, Use of ICT is promoted in library and administration by making available requisite hardware and software in areas like library catalogue etc. The librarian staff counseling the students to use reference books, eresources. To showcase the rich collection of reference books in the library book exhibitions were organized for teachers and students. Physical infrastructure available in college, Seminar hall, Auditorium. Instrument include spectrophotometer, Camera, microscope, magnified microscope, LCD projector, CCTV camera, T V.

Human Resource Management

To promote academic growth of the teachers, the college motivates and actively supports their Ph.D. studies, publication of books, articles. They are also provided a platform to present

	<p>their research to their colleagues. Teachers are relieved on priority basis for Orientation Courses, Refresher Courses, Short Term Courses, Workshops for academic development and career advancement, and paper Presentations at conferences and Seminars.</p>
Industry Interaction / Collaboration	Academic activities in Collaboration are organised in the college.
Admission of Students	<p>Admissions procedure shall commence immediately after H.S.C. University result. The admission committee constituted by the college guide to the students. Admission to B.A.-I, B.Com-I, and B.Sc -I are given on merits as well as first come first basis. Except admission to UG part-I classes, eligible students may seek direct admission to part II, III classes. Government University rules are strictly followed regarding admission, reservation of seats, eligibility criteria, fee structure, and relevant documents.</p>

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
Administration	<p>Student data is maintained through office automation on a digital platform. Employee data maintained in digital format. Important instructions for communications are conveyed to concerned stakeholders through digital social media platforms like Whats App groups and email IDs. Customized Software has been installed to maintain records.</p>
Planning and Development	<p>Regarding the academic planning and development in the college at the out set of each session, a special meeting is held to chalk out the plan of the year. The proceeding the policy document is displayed on the College website for students notice.</p>
Finance and Accounts	<p>Finance and accounts related matters are also implemented through e-governance. For example salary of all teaching teaching staff is done online.</p>
Student Admission and Support	<p>As far as students' admission and support is concerned admission policy is regarding first year of students entry are implemented as per parent University policy and regulations, and office automation in is done in form of application of software programs</p>

	installed in the office computer to manage the data.
Examination	Recently, under the directives of our parent university the college has implemented, the e-governance policy in University Examinations. Hence accordingly the college has created physical IT infrastructural set up to Download examination related documents, such as roll lists, students IDs, and question papers, uploaded by S.G.B. A. University Amravati and other government offices pertaining to the higher education time to time. In this way examinations are conducted and if needed, examination are implemented online. Students internal marks are uploaded on the portal of S.G.B. Amravati University Amravati and printed copies of the uploaded marks of subjects are maintained in the concerned department.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
No Data Entered/Not Applicable !!!				
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2020	One day workshop on soft skill development of the office Teaching staff on dated Feb 01, 2020.	One day workshop on soft skill development of the office administrative staff on dated Feb 01, 2020.	02/02/2020	02/02/2020	10	6
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher

Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
short term	3	14/09/2019	19/09/2019	6
refresher course	1	16/07/2020	29/07/2020	14
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
11	11	10	10

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
GPF, EPF, DCPS, Medical Leave- Paternal, Maternal, Medical reimbursement.	Leave Encashment, DCPS, EBC, Minoritiy Scholarships, APL, Medical leaves	GOI, Scholarship, Group insurance, Meritorious awards, best reader Awards

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The institute regularly follows Internal, external financial audits. Internal Audit: The Management of college has appointed internal auditor namely Manoj Phundkar and Associates. Internal audit is done yearly. Observations made by auditors are brought to the notice of accountant and principal of college. External Audit: The Management has appointed 'Mr. Manoj Pund and Associates' as an external auditor. The financial statements of the including books of accounts, vouchers, statements etc are audited by the auditors. The last audit was done for the financial year 2019-20. No objections were raised during the last financial audit. All necessary audits as per the requirement of University, UGC, and Government of Maharashtra carried out by the college periodically. Further, the University carry out an audit of all the funds forwarded to the college by them through National Service Scheme (NSS), Five Year Plan grants, as well as examination funds. The auditors from the department of higher education carry out an external audit of teaching and non salary grants forwarded by the government .

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
Nil	0	nil
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6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	No	Nil	Yes	Audit committee
Administrative	No	Nil	Yes	Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Tree Plantation 2. Eco-friendly Ganesha 3. Cleanliness Drive

6.5.3 – Development programmes for support staff (at least three)

Institution has organised "One day workshop on " Human Rights for both teaching and non Teaching staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Established Career Counselling Centre. 2. Placement office cell was established. 3. Students Study and Reading room facility is created and extended to more than stipulated working hour.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b) Participation in NIRF	No
c) ISO certification	No
d) NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	conducted academic audit for the session.	20/12/2019	20/12/2019	20/12/2019	25
2020	One day counselling session on API for CAS	14/02/2020	14/02/2020	14/02/2020	28

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
One Day Work Shop On Jal hai to Kal hai	03/01/2020	03/01/2020	58	60
poster competition on	27/12/2019	27/12/2019	15	10

gender equality				
Essay competition on the topic Principles and practices of Gender equality	26/12/2019	26/12/2019	24	14
Entrepreneurship program on Home Decoration Handicraft Items and Competition on Best from Waste	25/12/2019	25/12/2019	20	0
blood group test camp	25/12/2019	25/12/2019	50	60
International Women's Day	09/03/2020	09/03/2020	60	20

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
<p>1) Use of Bicycles: Most of our students use bicycles or public transport. On the first working day of every month, our teachers and nonteaching staff members also make use of bicycles or public transport.. We have pedestrian-friendly roads on our campus for all commuters. 2) Plastic Free Campus: Department of NSS to make the campus plastic free. They organize trainings to prepare bouquets from plastic waste. We have placed collection boxes for plastic waste. 3) Paperless Office: We have done maximum computerization in our office, library and teaching departments which have led to significant reduction in the use of paper. We use emails, SMS and social media for internal communication. 4) use of LED Bulbs : We used more LED bulbs in our Institutions which save our Annual Consumption. 5) We have Installed Two solar Street light in our campus, which is Today's need.</p>

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	0
Ramp/Rails	Yes	3
Braille Software/facilities	No	0
Scribes for examination	Yes	3
Special skill development for differently abled students	No	0
Any other similar facility	No	0

7.1.4 – Inclusion and Situatedness

Year	Number of	Number of	Date	Duration	Name of	Issues	Number of
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	initiatives to address locational advantages and disadvantages	initiatives taken to engage with and contribute to local community			initiative	addressed	participating students and staff
2019	1	1	08/07/2019	01	Tree Plantation	Environmental Awareness	22
2019	1	1	05/09/2019	01	Cleanliness Drive	Environmental Awareness	40
2019	1	1	12/09/2019	01	one day workshop on making Lord Ganapati Statue with shadu clay	Prevention of water pollution	50
2019	1	1	27/12/2020	01	Organize a lecture on the topic of 'krishi krantiche janak Dr. Panjabrao Deshmukh'	empowering farmer	69

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
code of conduct and human values for students	05/08/2019	Code of conduct for students was given wide publicity through Know your college Program and circulation through college prospectus and college website. Following committees make sure that the code of conduct is observed by the students: 1. Antiraaging committee 2. Discipline committee 3. Students Grievance Redressal cell and 4. Committee for prevention of sexual harassment of women (ICC).
Code of conduct for	16/08/2019	Code of conduct for

staff		teaching and non-teaching staff was given wide publicity through staff meetings and the meetings of the college council. It was also circulated through college website and the staff notice file. Following committees/ authorities make sure that the code of conduct is observed strictly by the faculty and staff: 1. The Principal 2. Office Head Clerk 3. Grievance Redressal Cell for staff 4. Committee for prevention of sexual harassment of women (ICC).
Governing body	02/07/2019	Code of conduct for the members of the governing body is included in the bye-laws of shri shivaji education society Amravati . The governing body makes sure that the implementation of the code of conduct is done without fail.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
International Yoga Day	21/06/2020	21/06/2020	51
Independence Day	15/08/2019	15/08/2019	526
Dr. S. R. Ranganathan Jayanti	12/08/2019	12/08/2019	52
Dr. A. P. J. Abdul Kalam Jayanti	15/10/2019	15/10/2019	48
Constitution Day	26/11/2019	26/11/2019	68
National Science Day	27/02/2020	27/02/2020	56

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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)

1) Use of Bicycles: Most of our students use bicycles or public transport. On the first working day of every month, our teachers and nonteaching staff members also make use of bicycles or public transport.. We have pedestrian-friendly roads on our campus for all commuters. 2) Plastic Free Campus: Department of NSS to make the campus plastic free. They organize trainings to prepare bouquets from plastic waste. We have placed collection boxes for plastic waste. 3) Paperless Office: We have done maximum computerization in our

office, library and teaching departments which have led to significant reduction in the use of paper. We use emails, SMS and social media for internal communication. 4) Green Landscaping with Trees and Plants: We have created green landscaping at the entrance of the main building and also planted trees on both sides of the college entrance. A garden has been developed in front of the Administrative Building. We have a Botanical Garden with variety of plants. We utilize disposable glasses for preparing saplings. There are Birds' Havens in the college campus. 5)Rain Water harvesting Projects increases our college campus water level.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

1) Title of the Practice: Tree Plantation Drive Objectives: To sensitize, encourage and engage students, staff, all stakeholders of the college and community about tree plantation for increasing green coverage The Context: Tree plays an important role in maintain equilibrium of the environment. Many ecological processes like rainfall pattern, monsoon cycle, soil cover, balancing the level of greenhouse gases and oxygen production are governed by tree, vegetation protects wild life and provides habitat. Besides, trees have social, spiritual, commercial and medicinal significance. The Practice: Initially an interactive meeting of the College Staff Council with College Development Council was held to decide strategies of tree plantation. In response to this, the college planned to carry out tree plantation drive at the institutional level. As the college campus has spread around 3 acres of land including built-up areas, every year in rainy season when land is filthy 10 saplings are planted and maintained. Yearly budget is maintained and plant growth is checked by continuous monitoring by the college. The college has NSS unit of 200 students including boys and girls. Under this unit various cultural and incentive programmes are conducted. Every year many honourable guests visited the college as well. On these occasion, the college conducts tree plantation drive. Students of Botany Department measures the tree growth parameters on monthly basis. Their contribution is remarkable and noteworthy. A variety of plants like cacti, succulent, ferns, gymnosperms, medicinal and aromatic etc are grown in the college campus. Some common but large spreading trees like.....are sponsored for sheltering birds and students as well. The college students are actively engaged in growing and maintain plants. All the plants in the college campus are tagged with their botanical as well as common names. Evidences of Success: The college campus is enriched with a variety of plant species. Some of the plants are grown up bigger shadowing the learners for academic purpose. There is a beautiful rosy garden well developed in front of the Principal's office. Hundred of differently coloured rose made the entire atmosphere healthy and beautiful. Besides it, the Faculties of Science develops Botanical Garden for study purpose. At present, there are more than 100 plants existed in the college campus and the same amount of quantity is encompassed. Practice encountered and resources required: As the college is located in hilly areas, there is a lot of scope for plantation. Despite it, the college campus is limited so the plantation drive cannot be extended every year. 2) Cleanliness Drive Objective : 1) To inculcate and imbibe in students the quality of cleanliness about self and college surroundings. 2) To make students aware about the health of self and other people. 3) To encourage students to participate in 'Swaccha Bharat - Swastha Bharat' Mission. 4) waste leaves were use as organic fertilizer Context : Negligence towards cleanliness spreads various epidemics and causes threats to personal and public life. Filthiness worsens health issues. It is necessary to inculcate the habit of cleanliness to keep society and the country healthy. The Practice : To inculcate the cleanliness habit in students, NSS departments implement various programmes such as: 1) Teachers with students clean the premises of college. 2) Oath has

been given to the students about the cleanliness. 3) Rallies are held in slum areas. 4) Students are instructed in NSS camp. 5) Efforts are taken by NSS volunteers to encourage people about the importance of cleanliness by performing street plays. Evidence of Success : 1) Students have imbibed habit of keeping the college clean. 2) People from the slum areas are seen clean drainage and sweeping streets. Problems encountered and Resources Required : 1) Cleanliness should be a public behaviour but some people neglect it. 2) Plastic eradication is a big challenge.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

Focus on Research and Innovation Our major significant contribution is the creation of sophisticated research facilities. Students and researchers, now, we have a wide choice for undertaking research. Under the parentship of our Affiliating University, Sant Gadge Baba Amravati University, Amravati, the college has initiated Research Centers in the subject of Marathi and Commerce. In the light of rural and semi-urban background of the college, the facility of research studies is a distinctive step in itself. Focus on Sports and Research Eco-friendly campus with widen rows of green plants and garden with multiple medication plants is novelty in itself . Student support and Progression • Financial help to needy students. Most of the students belong the rural and semi urban region. Around 80 of the students are from the nearby villages representing the the families, farmer families. The college has created a standing policy to help the students financially, in cases of exigencies. Even they are providing with the resources including books and technology support without any formal codification of rules.

Provide the weblink of the institution

<https://www.drhnsp.org/>

8.Future Plans of Actions for Next Academic Year

1. To start New program P.G. in Mathematics and computer science. 2. To start PG program in commerce Viz. M. Com. 3. To start Research center in English 4. Increasing in the number of ICT classrooms and smart classrooms 5. Construction of new building for regular classes 6. To develop 200 mts four lane track for sport activities. 7. To introduce English Literature as additional optional subject in existing program - B A. 8. To create language lab to improve spoken language skill in English. 9. To undertake collaborative initiatives by creating linkage with the institutions of national and international repute.