



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution		Shri .Shivaji Science and Arts College Chikhli,Buldana
• Name of the Head of the institution		Dr. Meena T. Nikam
• Designation		In charge Principal
• Does the institution function from its own campus?		Yes
• Phone no./Alternate phone no.		07264 242088/
• Mobile No:		989 09 64215
• Registered e-mail		principalsscc@gmail.com
• Alternate e-mail		shivajichk@rediffmail.com
• Address		Near BDCC Bank, Panharinathji Patil Square
• City/Town		Chikhli
• State/UT		Maharashtra
• Pin Code		443201
2.Institutional status		
• Affiliated / Constitution Colleges		Affiliated
• Type of Institution		Co-education
• Location		Semi - Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Sant Gadge Baba Amravati University, Amravati -444602				
• Name of the IQAC Coordinator	Dr. V. U. Pochhi				
• Phone No.	07264242088				
• Alternate phone No.	9890964215				
• Mobile	9890964215				
• IQAC e-mail address	shivajichikhliiqac@rediffmail.com				
• Alternate e-mail address	vanitapochhi@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	www.shivajichk.ac.in				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	https://shivajichk.ac.in/pdf/Academic_Calender_2023-2024.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B++	3.00	2023	28/02/2023	28/02/2028
6.Date of Establishment of IQAC			09/12/2010		
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	04	
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
- Submission of PM-USHA Proposal for Grants under Strengthening College 3.0 - Preparation of Academic Calendar - Implementation of NEP for PG Classes as per guidelines of Affiliating University - Organisation of Workshop and Seminars - Departmental Academic Audit Conducted.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
1. To submit proposal for PM-USHA Grants under Strengthening Colleges 3.0 2) To publish patents and research papers 3) Organization of Workshops 4) To publish college magazine with central theme	1. Our received PM-USHA Grant of Rs. 4,97,96,647 2. Four Patents are published 3. Two National Level Workshops on the theme viz, Cult of Terror Along With Cyber Crime and on Creation And Protecting Intellectual Property in Academia. 4. Published College Magazine on Life And Works of Dr. Panjabrao alias Bhausaheb Deshmukh	
13.Whether the AQAR was placed before statutory body?	Yes	
Name of the statutory body		

Name	Date of meeting(s)
College Development Council	12/01/2024

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2022-23	15/02/2024

15. Multidisciplinary / interdisciplinary

a) National Education Policy has been implemented by the SGB Amravati University to which our institution is affiliated for PG Courses from the session 2023-24 and it will be implemented at UG level from session 2024-25. b) The Head of the PG Departments are informed to attend Workshops and Seminars organised on NEP implementation plan. The HoDs are also informed to study the implementation plan published by the affiliating university. c) Institution is planning to conduct survey in region to explore the liking and demand of regional students to give rise to multidisciplinary and interdisciplinary curriculum at UG level. We will incorporate regional knowledge regarding History, Tourism, flora and fauna of region for the students from all the disciplines. d) A Committee has been established in the college to introduce the students from all the disciplines the online courses available in various areas. e) Our college has taken another step towards to Strengthen Multidisciplinary/ Interdisciplinary curriculum by working as Partner with Network Institute for Indian Institute of Remote Sensing (IIRS), ISRO Dehradun, Dept. of Space, Govt. of India. IIRS conducts Programmes which focuses on strengthening the academia in Space Technology & its Applications using online learning platform to enhance student's knowledge in the field of Remote Sensing, GIS, GNSS technologies and applications. Our college working as a Nodal Institute in IIRS.

16. Academic bank of credits (ABC):

Academic bank system as mentioned in the NEP 2020 is deposits Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time." A committee is formed in the college to introduce the students the Academic Bank of Credit.

17. Skill development:

a) The NEP 2020 envisioned for the holistic development of youth with emphasis on raising Gross Enrolment Ratio (GER) and Skill Development. b) In alignment with National Skill Quality Framework, College runs two certification course viz. Course on MS Office, Communication and Soft Skill Development. These programmes are organized by Department of Computer Science and English respectively. c) To promote vocational education in the program, workshop and seminar were organized. Workshop on "Hands on Training in Plant Tissue Culture" is organized by Botany Department. Workshop on e -Governance, Workshop on e-Content development and Digital presentation Internal Hackathon Competition, online seminar on Cyber Security organized by Computer Department. d) Our Institute provided value-based education to inculcate positivity amongst the learners through organizing programs such as Human Rights, Voter Awareness, Environment Issues, Gender Sensitization, Yoga and Meditation. For Personality Development institution organizes Four-day Soft Skill Development Program in Collaboration with Sant Gadge Baba Amravati University, Amravati. e) Institution planning to adapt skill development policy for youth and students of rural and tribal areas to explore their skills and skill-oriented courses will be designed which will fulfill local need i.e. vocal for local through online and distance mode. For Conservation of Traditional knowledge about Medicinal Plants and Wild vegetables institution organizes Competition and Workshop. e) The project was given to the students in the areas of community engagement and service. The students of Botany, Zoology, and Microbiology Departments were given the field projects. Students of Economics Departments made survey. The study was entitles as "Title Role Maharashtra Agricultural Products Marketing Committees for Farmer development Special Reference to Chikhli Taluka". f) To approach close to views of NEP 2020, our institution promotes multidisciplinary approach. Institution developed 30 hrs Value Added / Add on Courses in various areas such as Sericulture, Ayurveda, Soil and Water Analysis, Agricultural Entrepreneurship, Microsoft, Renewable Energy Source, Nanotechnology, Bacteriological analysis of water, Communication Skill in English and Modilipi etc.

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

As a part of the NEP 2020 to improve confidence in students from rural background English Department organizes Add on Course in English Communication skill and Soft Skill Development. For Courses from Faculty of Humanities, Commerce and Management having Marathi medium, faculty use local language. Marathi Department conducted the add on course in Modilipi-an ancient language. Students from all

programmes participated in Essay Competitions which are conducted in Marathi and English. The competencies like cultural awareness and expression among the students are developed by motivating them to participate in cultural activities. b) Department of Marathi conducts exam on Gandhian Thought to perpetuate the views of Mahatma Gandhi among the students. To give impetus to local knowledge Department of Botany conducts Spardha Ranbjiyanci (Wild Vegetable Competition). c) Every year college magazine Shivdarshan is published. Through the college Magazine students share their local life experience and aspiration in the form of literature written by them. d) Rational Thinking cell of Government of Maharashtra is Established in institution To Promote Scientific Temper among the students.

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

Institution emphasizes on outcome-based education (OBE) which is reflected in the curriculum design by the university, teaching and learning process and assessment of the students. Learning by Problem solving method, Experimental and Participative learning method is adopted in the curriculum which includes field projects, Survey, Internship and Entrepreneurships. Programme outcome (POs), Programme Specific Outcome (PSOs) and Course Outcome (CO) are designed by the university are aligned with NEP policies. Outcomes of the programmes are displayed in respective Departments in the form of QR Code. After student evaluation all attainments of COs POs, PSOs, are measured and action plan is formed to improve the respective attainment in the future.

20.Distance education/online education:

Due to Covid -19 impact institution involved in using the digital platform for engaging classes, organizing Seminars, Workshops, and Conferences, access of online resources by Staff and students have been increased from Covid 19 duration. ICT Tools such as LMS, ZOOM, WEBEX, MICROSOFT TEAM, GOOGLE MEET, VIRTUAL LABS, are used to deliver Online lectures and Practical. Google form is used for Evaluation of Internal assessment as well as collecting feedback and issuing of E -certificate. They also Open YouTube Channel for uploading their delivered lectures. Faculties participated in Faculty development programme, Induction programme, E-conferences, conducted by SWAYAM/MOOC/NPTL.

Extended Profile

1.Programme

1.1

27

Number of courses offered by the institution across all programs during the year	
File Description	Documents
Data Template	View File
2.Student	
2.1	1086
Number of students during the year	
File Description	Documents
Data Template	View File
2.2	410
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	
File Description	Documents
Data Template	View File
2.3	165
Number of outgoing/ final year students during the year	
File Description	Documents
Data Template	View File
3.Academic	
3.1	25
Number of full time teachers during the year	
File Description	Documents
Data Template	View File
3.2	51
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution	
4.1 Total number of Classrooms and Seminar halls	19
4.2 Total expenditure excluding salary during the year (INR in lakhs)	55.57 Lakhs
4.3 Total number of computers on campus for academic purposes	62

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

College is affiliated to SGB Amravati University, Amravati and offers undergraduate and postgraduate, PhD Courses in Science, Arts and Commerce . One professor of the college is elected for the members of Board of Studies at the university. As curriculum is designed by the university, the college implements the curriculum effectively. The IQAC prepared Academic Calendar and centralized Time Table for the implementation of teaching work And organizes a meeting of all the faculty members to present the result analysis of all the three faculties. After evaluation of the achievements and failures of the past year, fresh modalities are checked out for upcoming new academic year. The Annual Plan and Daily Teaching Work are noted down in the Academic Diary. For Research Programmes, the courses are discussed first in the RAC and then recommended to the PhD Cell of University where they are again discussed in RRC for final approval. The faculties participate in various research activities. Students and teachers can refer study literature in library. The Physical Education Department arranges various sports events. Regular sport practice is also arranged. Staff Council Meetings are held to discuss the difficulties in the teaching learning process and other relevant matters of college.

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

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

The evaluation system serves as an aid to check the progress of learning. As per the guidelines of SGBAU, Amravati, the evaluation system has two components viz. The Continuous Internal Evaluation (CIE) and the End Semester/Annual Examination (ESE/EAE). The ratio of weightage of marks is 20% in CIE and 80% in ESE/EAE for UG. CIE component includes test, assignment, project assignment, seminar/excursion tour and group discussion. College Examination Committee has been formed for the smooth conduction of CIE. The unit tests question paper is framed on the basis of university question paper pattern. All the respective teachers are informed to follow the academic calendar of college to declare the Internal Assessment Schedule. To ensure the progress and transparency in CIE following steps are taken by the faculty: 1. The (CIE) Marks are displayed on Notice Board. 2. Students, who are not satisfied with evaluation, can get the answer sheets evaluated again. Transparency in Evaluation: Internal evaluation is entirely the responsibility of the teacher who teaching the course. To ensure the creditability of the system students are allowed to interact with teachers and seek clarification about the marks awarded in a particular test, seminar or project if necessary.

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

1.1.3 - Teachers of the Institution participate in A. All of the above 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

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

1.2 - Academic Flexibility

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

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

26

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

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

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

02

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

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

99

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

99

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

1.3 - Curriculum Enrichment

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

The college integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into its curriculum. Professional Ethics are part of all postgraduate subjects. Environmental issues are studying in the Zoology and Botany. Human Values part included in Political Science.

Gender

The college emphasises on girl's safety via ICC, which handles sexual harassment issues. To educate girls about safety laws, the ICC organises workshops on gender equality, gender sensitization and workplace safety. Seminar is organized on Women's Day by NSS.

Value Education

Institute celebrates National and cultural events to inculcate moral values in students, including Independence Day, Constitution Day, Voters Day. The birth and death anniversaries are celebrated. "Meri Mati Mera Desh" campaign helps inculcate patriotism and moral values. Awareness programs on human rights and the Indian Constitution further reinforce these values.

Ethical Values

Ethical values are addressed through workshops on Intellectual Property Rights, Research Methodology, and Using Advanced Tools for Literature Survey. Faculty published their work in the Journals,

Patents and received copyright certificates.

Environment and Sustainability

Tree plantation drives, Ozone day, Water day, Sparrow day, Wildlife Week, Bird Week, Workshop on eco-friendly colours are regularly conducted. The college has installed solar panels for green energy.

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

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

04

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

201

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**

A. All of the above

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

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

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

File Description	Documents
Upload any additional information	View File
URL for feedback report	Nil

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1183

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

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

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

410

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students admitted in our college are from different economic background. After the completion of admission process, college conducts 'Student Induction Program'. Through this students are introduced with teaching-learning and evaluation system, Discipline, Support services, various academic and other schemes along with development and achievements of the college. The faculty identifies slow and advance learners among students on the basis of their previous year examination performance, responses in the class room and internal assessment. The following steps are taken for the improvement of slow learners: i. Remedial coaching ii. Extra coaching and notes, iii. Additional tutorial iv. YouTube lectures v. Departmental library facility vi. Student-Parents Meet vii. Mentor-Mentee scheme Advanced learners are provided the following several opportunities to develop their knowledge and skills.

i. Reference books, journals.

ii. Home assignment and projects are assigned.

iii. Soft Skill Development Programme.

iv. Subject Association

v. Encouraged to apply for competitive examinations.

vi. Motivated to participate in seminar, conferences, workshops, Poster presentation, Industrial Tour, Group discussion, quiz competition, Science exhibitions, debates, elocution, AVISHKAR students' research competition.

vii. Guest lecture / lecture series are organized.

The college library also ensures accessibility to computer facility and internet for the online study material.

File Description	Documents
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
1086	25

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

The following efforts are taken by the Faculty Members to enhance student involvement.

1. Experiential Learning:

i. Value Added Courses- Value added courses are introduced for development of professional skills.

ii. Project based learning- Projects are given to student for deeper learning and high quality work.

iii. Mock Parliament- Some students participate in mock parliament organized by Yuvak Biradari.

iv. On-job Trainings-Some Commerce stream student are trained through 15 days apprenticeship work in various private banks for pursuing actual nature of work.

2. Participated Learning:

i. Field Visits/Industrial Visits- organize to give firsthand experience to students.

ii. Seminar Presentation-Develop technical skills while presenting papers in seminars.

iii. Team work- All Departments organize students' activities to promote the spirit of Team work viz. NCC & NSS activities, Village Adoption, Tree plantation, Swatchh Bharat, Health awareness camp, Annual Cultural program, Science Rangoli, COVID-19 awareness poster competition, Yuva Bhushan Competition, Science day, National Voters day, Constitution day & National Girl Child day celebration.

iv. Group work-Students learn to work in groups through departmental Practical and Workshops.

3. Problem solving Methodology: It has been observed that students face problems to communicate in English. To encourage building the skills required for these issues, Skill Enhancement Programs were organized.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.3.1.pdf

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

It is essential for every faculty to know to use ICT tools for effective teaching. Almost all the faculty members are techno-savvy. Most of the teachers use LMS, Zoom Portal, Google Meet, Slideshare, Google Classroom, WebEx & WhatsApp group for teaching. Faculty member accesses N-list e-resources for upgrading knowledge for effective teaching-learning process. Virtual classroom and virtual laboratory

are used by faculty to perform a series of experiments that yield authentic results. The entire faculty member use Computer or Laptop for preparing their notes and presentation. Projectors are available in different classrooms and labs. Printers and scanner machine are available in most of the Departments. Students observe lectures uploaded on YouTube channel. Animated video are made by faculty for teaching-learning process. Free internet in the library and wifi facilities in campus are available. Faculties are encouraged to use power point presentations in their teaching by using LCD's and projectors. Online expert talks, lecture series and various competitions are regularly organized for students. Faculties prepare online quiz for students after the completion of each unit with the help of Google Forms and Testmoz. Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://shivajichk.ac.in/pdf/aqar_24/2.3.2.pdf

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

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

18

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

292

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

2.5 - Evaluation Process and Reforms

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

The evaluation system serves as an aid to check the progress of learning. As per the guidelines of SGBAU, Amravati, the evaluation system has two components viz. The Continuous Internal Evaluation (CIE) and the End Semester/Annual Examination (ESE/EAE). The ratio of weightage of marks is 20% in CIE and 80% in ESE/EAE for UG. CIE component includes test, assignment, project assignment, seminar/excursion tour and group discussion.

College Examination Committee has been formed for the smooth conduction of CIE. The unit tests question paper is framed on the basis of university question paper pattern. All the respective teachers are informed to follow the academic calendar of college to declare the Internal Assessment Schedule. To ensure the progress and transparency in CIE following steps are taken by the faculty:

1. The (CIE) Marks are displayed on Notice Board.
2. Students, who are not satisfied with evaluation, can get the answer sheets evaluated again.

Transparency in Evaluation: Internal evaluation is entirely the responsibility of the teacher who teaching the course. To ensure the creditability of the system students are allowed to interact with his/her teacher and seek clarification about the marks awarded in a particular test, seminar or project if necessary.

File Description	Documents
Any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.5.1.pdf

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

The college has a well-organized mechanism for Redressal of examination related grievances. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance. The procedure for handling examination related complaints is transparent, time-bound and effective. College Examination Committee has been formed for the smooth conduction of Continuous Internal Evaluation.

The internal marks are displayed on the notice board. If any discrepancy like mistakes in mark allocation, correction is noticed

by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned.

The Department has to declare final revaluation result within fifteen days. All such representations are taken positively and are reassessed by another teacher if necessary. The students have the freedom to use suggestion box to put in the note of dissatisfaction with the internal examination mechanism.

Faculty evaluates assignments/projects based on the syllabus which is also shared with the students. They should submit it in time bound period. The grievances related to university evaluation and process is solved through Exam Grievances Committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.5.2.p df

2.6 - Student Performance and Learning Outcomes

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

Program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) for all programs offered by the institution are stated and displayed in website of the institution. Students are made aware about Program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) in the College Induction program. Hard copy and soft copy of PO, PSO & CO is available in the departments for ready reference to teacher and students. It is also displayed on notice board of Departments.

In general the following expectations in PO, PSO and CO are discussed frequently with the students by the faculty.

1. Developed Scientific outlook for upgrading the aspects related to life, Acquired skills in handling instruments, planning and performing laboratory experiments.

2. The developments of team work and leadership abilities are imbibed to give importance of safe laboratory skills.

3. Recognize ways in which political, social and economic issues which affect their daily lives across time and space.

4. Business economics is useful to develop the knowledge & concept in economy.

5. Develop skill in Computer fundamental, Business regularity framework, areas of Income tax.

Above all professional development for economic stability is essential.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://shivajichk.ac.in/pdf/POs_PSOs_&_COs.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Courses under the Faculty of Humanities, Commerce and Science are governed under SGBAU, Amravati. The PO, PSO & CO is firstly evaluated by the institution and then they are communicated to the students in the formal way of the discussion in the classroom as well as displayed on the departmental Notice board.

For measurement of attainment of POs, PSOs and COs, Class tests are scheduled by the teachers. After completing the evaluation, the analysis is done. This analysis is useful to building strategy for improvement. Each student is motivated to participate in Group Discussion and Seminars. Through these activities the thinking process, skills and knowledge of the students is assessed. Assignments and Project Assignment help to measure the attainment of PSO. Practical examination is conducted in laboratory to check knowledge and skill acquired by student.

Some Co-curricular activities are also held which makes the institution know about the knowledge and information of the students. At end of course, feedback on curricular and other aspect

are taken from students, Parents and Alumni to check attainment of program and course outcomes. Attainments of CO's are calculated by using university examination results. Feedback on curriculum is taken into consideration for future planning.

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

2.6.3 - Pass percentage of Students during the year

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

231

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://shivajichk.ac.in/pdf/aqar_24/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

NIL

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

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

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

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

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

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

5

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

3.2 - Research Publications and Awards

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

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

26

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

15

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

3.3 - Extension Activities

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

Response:

The college organizes and participates in various extension activities with the objectives of sensitizing students about various social issues and also contributing to the community and strengthening the community participation.

Civic Responsibility:

Students participating in activities such as Voter Awareness, Street Play, Rally on Shivjayanti and participation in National Integration Camp help in forming responsible citizens of India. Environmental

awareness:

Students participating in activities such as Deepening of Dam for Rain Water Harvesting, Tree Plantation beyond college campus, Rally on Water Conservation, Oxygen Park and Preparation of Seed Balls become more aware about fragile ecology and create environmental consciousness among the students and society. Distribution of Vermi-Compost to farmers and No Vehicle-Day.

Cleanliness for good living:

Students participated in the Rally on Cleanliness Campaign, Cleanliness drive at bus stand and NSS adopted village.

Gender Equality:

Felicitation of birth of girl child creates awareness about gender equality.

Human Values:

Distribution of food grains to the Seva-Sankalp Ashram of mentally disabled peoples, Blood Donation Camp, Pulse Polio Campaign.

Awareness about Digital World:

Programs on Cyber-Security aimed to create awareness about Online Transaction, Online Hacking, Phone Call Tapping and proper use of Internet for educational purpose only among the students and peoples.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/3.3.1.pdf
Upload any additional information	View File

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

1

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

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

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

13

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1199

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

3.4 - Collaboration

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

2

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has sufficient infrastructure and physical facilities to meet the minimum requirements specified by statutory bodies for teaching and learning.

1. **Classrooms:** There are 18 classrooms, adequate for conducting theory classes.
2. **Laboratories:** The institution has 13 laboratories, including 9

science labs and one each for Commerce and Home Economics. Some science labs like Botany, Zoology, Microbiology, and Computer Science are recognized as research labs. All labs are equipped with projectors and internet facilities. Additionally, the English Language Lab includes specialized software for language learning.

3. **ICT Facilities:** All departments are equipped with internet access. The administrative office has a separate internet connection to ensure uninterrupted operations, with a total bandwidth of 100 Mbps. All laboratories are furnished with LCD projectors for enhanced practical demonstrations.
4. **Library:** The Central Library houses 41,457 books, 931 reference books, and over 97,000 e-books, along with 6,000+ e-journals via N-List. It also offers books for competitive exams. The library features 10 PCs and serves as a browsing center for both students and faculty.

Overall, the institution provides a robust teaching-learning environment through its well-equipped infrastructure and facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.1.pdf

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

- The college has a big play ground to serve the needs of students. The following sports facilities are available :

Sr. No.

Sports Ground

Area/ Size/ Facility

i.

Running Track

400 Meters

ii.

Cricket Ground

60X70 Meters

iii.

Football Ground

60X90 Meters

iv.

Kho-Kho Ground

16X29 Meters

v.

Ball Badminton Court

12X24Meters

vi.

Kabbadi Ground

10X13 Meters

vii.

Volleyball Ground

9X18 Meters

viii.

Table Tennis Table

01

ix

Cricket Net for Practice

Cement Wicket**3X12 Meters**

X.

Flood Light For Ball Badminton Game Night Practice**Gymnasium:**

- A well-equipped gymnasium is available for the students. Students have to pay entry fees monthly. The revenue generated is used for the maintenance of the equipments.
- Special time is allotted to the senior citizens, women and other than college students to avail gym facility. They are charged monthly fees.
- The equipments available in the gymnasium are: Triceps Push Down Machine, Dechline Bench, Twelve Station Machine etc.

Cultural Activities

- The students are motivated to participate in various cultural activities organized during Annual Gathering and Youth Festival organized at University level.

The cultural activities are organized in the auditorium and on the open theatre in the annual gathering

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.2.pdf

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.3.pdf
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)

16.3962

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

4.2 - Library as a Learning Resource

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

Data requirement for year: Upload a description of library with, The central library of the college has been working effectively serving the needs of students and teachers. There are ten PCs in the library with internet connection. There are 41457 books and 931 reference books available in the library in addition to Encyclopedias and Dictionaries. A separate reading room is also available for students. Students use the PCs for internet browsing. News papers and periodicals are also available for students. There are many books purchased to help the students to study for

Competitive Exams. Students and teachers visit the library for newspaper reading also. There are e-books and e-journals available

subscribed through N-List in the library. Every teacher is given membership to assess the N- List, the e- recourses of the library. Books and reference books are purchased every year. There are 32

journals belonging to different wings of knowledge are subscribed every year. The library is partially automated with SOUL- 2.0

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://shivajichk.ac.in/pdf/aqar_24/4.2.1.p df

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	View File
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

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

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

0.72731

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for

online access) (Data for the latest completed academic year)

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

492

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

4.3 - IT Infrastructure

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

The facilities such Internet Connection, College Website, PCs and other IT facilities are updated regularly. Agreement with the Internet Provider is signed . As per requirement, PCs are purchased. All the PCs available in the college are protected with antivirus. The Annual Maintenance Charges for E-Governance, MIS, ERP, EMS, System Software are paid annually. Licensed Microsoft softwares are purchased for some PCs. Other IT equipments are purchased as per need.

IT facility is provided to the students and teachers to make teaching and learning process effective. All the Science Departments are provided internet facility and LCD projector to incorporate IT enabled teaching methods in teaching and learning. Well equipped Computer Science Lab is available for the students to carry out IT related practical work. For the students of Commerce another Computer Lab is available where students learn IT skills incorporated in their syllabus.

The library is provided with internet and N-List Online resource of e-books, e-journals for the use of teachers and students. Soul 2.0 Software is used for automation in the library.

For the students and teachers Wi-Fi facility is provided in the college campus.

Language Learning Lab equipped with Language Learning Software is available for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.3.1_and_4.3.3.pdf

4.3.2 - Number of Computers

62

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

4.3.3 - Bandwidth of internet connection in the Institution A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

31.33286

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

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

Many committees are formed for the maintenance and utilization of physical, academic and support facilities.

- 1. Class Rooms:** College Time Table for conducting teaching and practical work is prepared by the time table committee. The time table is followed throughout the academic year. The maintenance of the class rooms is done regularly.
- 2. Laboratory:** All the laboratories are well equipped and utilized for the practical work from morning to evening by the respective teachers. The Lab Attendants having technical knowledge maintain the equipments. Sometimes services are hired from private technicians.
- 3. Library:** The library is open for the students from 8.00 am to 5.00 pm. A separate reading room for students is available. PCs with internet facility are available for browsing. Vacuum Cleaner is used to keep the library dust free.
- 4. ICT Facility:** Internet browsing facility is available in library, Computer Science Department and Commerce Department. For maintenance, as per need service is hired from private technicians.
- 5. Sports Facility:** Students practice the outdoor games in the supervision of the Physical Director in the morning and evening time in the playground. The gymnasium and open sports ground is maintained regularly by taking services privately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://shivajichk.ac.in/pages/criterion_4_2_4.php

STUDENT SUPPORT AND PROGRESSION**5.1 - Student Support****5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year****1151**

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****2**

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

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

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

568

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

568

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	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

24

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

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

5.2.2.1 - Number of outgoing student progression to higher education

29

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

8

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)

1. As per lawful provisions of the SGB Amravati University, administrative bodies are to be formed for participation of students in educational mechanism like associations of the departments, Cultural program in Annual Gathering, Sports events etc.
2. As per Schedule programme representation from NSS, NCC, Cultural and games & sports are invited on merit basis.
3. All these activities are assisted by financially through institution.
4. Various academic & Administrative bodies that have student

representatives are

- Internal Complaint Committee
- Games & Sports Committee
- NSS advisory Committee
- NCC advisory Committee
- Library advisory Committee
- Subject Association
- Carrier guidance & Placement Cell
- Student Welfare Committee
- College development Council (CDC)
- Internal Quality Assurance Cell (IQAC)

College Magazine Committee

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

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****160**

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

1. Shri Shivaji Science & Arts College, Chikhli Alumni association was registered by the Charity Commissioner, Buldana division on 13/5/2004 having registered no. MH/227/4/Buldana for bridging the gap between old students and current students in the institution.
2. The Alumni association is the proper platform to meet Alumni of our college to exchange their views and experience on various developmental activities. The college believes that Alumni are an institutions most loyal supporters and great role models for current students and college can continue to benefit from their skills and experience.
3. In every academic year two meetings of alumni are arranged to discuss problems related to student's Facility. Association organized tree plantation, Help to needy and poor students, books distributed to needy students and help for the development of college.
4. The activities run and major contribution made by our Pride Alumni are Health awareness Programme, Socio-political Help, Legal and finance advice, Academic & infrastructural development, Media and consultancy services, Education services, Social, Management & Governance, business houses, Nature conservation, Research programme, Government department, NGOs, Cultural events etc.

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

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

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 governance of Shri Shivaji Science and Arts College, Chikhli,

aligns seamlessly with its vision of "Excellence and Service" and the mission of "Tamasoma Jyotirgamaya," which emphasizes guiding individuals from darkness to light through education. The institution's governance framework, led by Shri Shivaji Education Society, Amravati, ensures that policies and decisions reflect these principles, fostering an environment that promotes academic and administrative excellence with a commitment to societal service.

Perspective plans of the institution focus on holistic development, incorporating innovative teaching methodologies, infrastructure enhancement, and community engagement. These plans are strategically devised to uphold the institution's mission of enlightenment and societal contribution, ensuring all initiatives resonate with the core values of service and excellence.

Teachers play an integral role in decision-making processes, contributing to various statutory and non-statutory bodies such as the Internal Quality Assurance Cell (IQAC), Academic Council, and College Development Committee. Their active participation ensures transparency, inclusivity, and relevance in governance, making the system dynamic and effective. This collaborative approach allows the institution to create a robust ecosystem that not only nurtures academic growth but also empowers stakeholders to work towards achieving the vision and mission, sustaining a culture of collective progress and shared responsibility.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.1.1.pdf
Upload any additional information	View File

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

A prominent example of decentralization and participative management at Shri Shivaji Science and Arts College, Chikhli, is the organization of the annual cultural and academic festival. This event showcases the collaborative leadership model, engaging multiple stakeholders across different levels.

The Principal delegates responsibilities by forming committees comprising teaching staff, non-teaching staff, and student representatives. Key committees such as Event Coordination,

Logistics, Finance, Cultural Programs, and Academic Competitions operate autonomously while maintaining alignment with the broader objectives of the festival.

Each committee is led by a coordinator who ensures effective communication and smooth execution of tasks. Teachers actively guide and mentor students, fostering leadership qualities and decision-making skills among them. Regular review meetings are conducted to monitor progress and address challenges collectively, ensuring that all voices are heard.

The festival's success exemplifies participative management, as decisions are taken collaboratively, encouraging ownership and accountability. This decentralized approach not only ensures the seamless execution of the event but also strengthens institutional practices by promoting teamwork, trust, and transparency. The inclusive nature of this model reflects the institution's commitment to its mission of guiding individuals toward collective growth and service, while reinforcing the vision of excellence in every endeavor.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan (2021-2025) of our institute is a forward-thinking roadmap that outlines key developmental goals, including infrastructural upgrades, introduction of skill-based add-on courses, enhancement of research activities, and fostering academic and sports facilities. A crucial component of this plan is the introduction of Add-On/Certificate Courses to provide students with life skills that complement their academic learning. To ensure these courses meet the needs of students and the job market, each department was tasked with designing curricula for specialized courses of at least 30 hours duration.

These courses focus on equipping students with additional competencies such as technical skills, soft skills, and subject-specific expertise, thereby improving their employability and

personal growth. Alongside, the institution has committed to advancing its infrastructure, including ICT-enabled classrooms and advanced equipment, to enhance the learning experience.

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in developing quality policies, involving all stakeholders in the process, and reviewing progress annually. To support this initiative, training programs for teachers and non-teaching staff are regularly conducted. The Perspective Plan, which reflects the institution's strategic vision for development, is available on the college website for transparency and accountability, ensuring alignment with the mission of excellence and service.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.2.1.pdf
Upload any additional information	View File

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

Shri Shivaji Science and Arts College, Chikhli, strictly follows the guidelines set by UGC, NAAC, the Government of Maharashtra, and SGBAU, Amravati. The organizational structure begins with the College Development Committee (CDC), comprising parent management, teacher and non-teaching staff representatives, nominated members, and the Principal. The Internal Quality Assurance Cell (IQAC) includes teachers, non-teaching staff, alumni, local bodies, industry members, and student representatives, ensuring a broad base for decision-making.

The Council of Heads, consisting of department heads, and the Staff Council, which includes all permanent faculties, play vital roles in academic and administrative functions. The office staff, including clerks and support staff, assists in smooth day-to-day operations.

Faculty members are encouraged to participate in academic, extracurricular, and extension activities, with many appointed to University bodies, enhancing their leadership skills. The college ensures transparency in recruitment and promotion processes, following norms from SGBAU, UGC, and the Government of Maharashtra.

The college also maintains a Grievances Redressal Mechanism, including the Internal Complaint Committee (ICC) and Women's Grievances Committee, to address concerns of students and faculty. This structured approach reflects the college's commitment to transparency, inclusivity, and continuous development.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.2.2.pdf
Link to Organogram of the Institution webpage	https://shivajichk.ac.in/pdf/organogram_new.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Our institute offers a range of welfare schemes for its teaching and non-teaching staff, ensuring their well-being and support which includes:

1. **Group Life Insurance Scheme:** All college staff is insured under the Government of Maharashtra's Group Life Insurance Scheme, with premiums paid to LIC monthly.
2. **Loan Facility:** Through the Shri Shivaji Science and Arts

College Sevakanchi Sahakari Patsanstha, staff can avail personal and emergency loans, with regular audits conducted for transparency.

3. **Medical Reimbursement:** As per government norms, medical reimbursement proposals are submitted to the Joint Director's office. Reimbursement amounts for last year of Rs. 8,54,431.00 in 2023-24.
4. **Maternity Leave & Retirement Benefits:** Female faculty are entitled to 9 months of maternity leave. Faculty appointed before 2005 are eligible for pension, while those joining after 2005 are covered under DCPS/NPS. Other benefits include casual, earned, medical leave, and duty leave for academic activities.
5. **Performance Appraisal:** Staff performance is evaluated through self-appraisal forms, with periodic assessments by the Principal, IQAC, and Parent Management. This process ensures continuous professional growth and promotion opportunities.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.3.1.pdf
Upload any additional information	View File

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

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

00

File Description	Documents
Upload any additional information	View File
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	View File
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

06

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

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

The Performance Appraisal System at our institute is designed to evaluate the professional contributions and efficiency of both teaching and non-teaching staff. This system aligns with the

guidelines of SGB Amravati University and the Maharashtra University Act, 2016. For teaching staff, the system incorporates a structured mechanism that includes the submission of an Academic Performance Indicator (API) form, self-appraisal reports, and feedback from students. The appraisal process evaluates teaching quality, research output, participation in seminars and workshops, publications, and contribution to institutional development activities.

For non-teaching staff, the appraisal focuses on work efficiency, punctuality, technical proficiency, and ability to contribute to administrative functions. Heads of departments and senior administrative officers assess their performance through annual reports and regular monitoring. The appraisal outcomes are reviewed by the institution's governing body to ensure transparency and fairness. Constructive feedback and necessary training are provided to address gaps, promote professional growth, and enhance performance. This strong system promotes accountability, encourages continuous improvement, and ensures that staff contributions align with the institution's mission, "Tamsoma Joytargmaya," and vision, "Excellence and Service."

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Our institute ensures transparency and accountability through regular internal and external financial audits. These audits comprehensively examine revenue, expenses, payments, receipts, and asset-liability verification before preparing the budget for upcoming financial year.

Internal Financial Audit

The college employs the ERP-based Master Soft software to manage all accounts, including salary, non-salary, scholarship, UGC funds, and others, in compliance with accounting regulations. A certified Chartered Accountant, appointed by the parent institute, conducts

the internal audit. This includes verifying the cashbook, vouchers, bank details, and account balances. After thorough examination, the auditor prepares an audited financial statement, which is submitted to the Joint Director of Higher Education Office by the end of July annually.

External Financial Audit

The external financial audit follows the internal audit as a preparatory step. The college ensures that grants from various sources are utilized in line with government guidelines. External auditors verify the institution's adherence to financial norms and provide an assessment memo upon completion. Additionally, the Social Welfare Office audits scholarship accounts, and government agencies, such as the Accountant General's Office, conduct periodic audits for compliance.

This systematic auditing process ensures the college maintains financial integrity, effectively utilizes resources, and adheres to governmental and institutional guidelines.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.4.1.pdf
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	View File
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

Regular internal audits by a Chartered Accountant and external audits by the government ensure the proper allocation and utilization of resources. The Purchase Committee reviews departmental demands submitted by heads, carefully evaluates them, and approves necessary purchases.

The primary funding sources for the college are:

1. Fees: Students pay fees as per university and government regulations.
2. Salary Grant: The State Government provides a salary grant based on an annually submitted budget detailing estimated requirements.
3. UGC Grants: As a college recognized under 2F and 12B of the UGC Act with Permanent University Affiliation, we receive grants for infrastructure development, learning resource upgrades, and research.

Resources are utilized optimally for various needs, including:

1. Departmental and laboratory equipment
2. Library expenses
3. Sports maintenance
4. Infrastructure upkeep
5. ICT maintenance
6. Internet and telephone services
7. Electricity charges

These measures ensure financial accountability and the effective deployment of funds for the institution's smooth functioning and growth.

Campus cleanness and its utilization are monitored by the Campus Cleanliness and Beautification Committee.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.4.3.pdf
Upload any additional information	View File

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

For our IQAC, the academic year 2023-24 was vibrant. Since the month of May, we started to take and carry out initiatives for academic and administrative upgrade.

Two Examples of Initiatives taken by IQAC:

1. Proposal Submission for Strengthen of College under PM-USHA scheme

For Strengthening of colleges under the Scheme PM-USHA Component 3 Grants to strengthen colleges Government of Maharashtra appeal to submit proposal for same scheme upto 31 st August 2023. Under the guidance of IQAC online Proposal submitted to Portal of PM-USHA . After that meeting for document verification and proposal submission was conducted on 5 th September. Now recently College has been approved the grants of 4,99,746 crore under the scheme PM-USHA on 14 th March 2023. The utilization of PM-USHA grant is planned as follows:

1. New Construction [2,99,75,000]
2. Renovation/up gradation [50,00,947]
3. Equipments [1,09,20,695]
4. Soft Component Activities [39,00,000]

2. MoU

Memorandum of understanding (MoU) has been signed viz. Chemistry Department, Shri Shivaji Science and Arts College, Chikhli, Dist. Buldhana signed MoU with Department of Chemistry, Late B. S. Arts, Prof. N. G. Science and A. G. Commerce College Sakharherda, District Buldhana. Through this MoU guest lecture has been organized by Chemistry Departments.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.5.1.pdf
Upload any additional information	View File

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

Two examples of IQAC-supported institutional review and teaching learning reforms:

1. Plan and Strategy of IQAC for Reviewing the Teaching-Learning Process:

The IQAC develops a comprehensive plan to enhance the teaching-learning process, focusing on improving and utilizing ICT infrastructure. It has recommended upgrading ICT facilities, including acquiring modern tools and establishing Wi-Fi connectivity. To encourage the effective use of ICT, IQAC organizes workshops for faculty.

Social media platforms are integrated into classroom activities to foster better communication among students. Additionally, online teaching tools such as YouTube, SlideShare are employed to enhance teaching methodologies.

A feedback system is implemented to evaluate the effectiveness and reliability of ICT facilities in teaching and learning, ensuring continuous improvement and alignment with educational goals.

1. Academic review through periodical meetings:

The IQAC conducts regular meetings with the Internal Examination Committee, the Council of Heads, the Principal, and the College Development Committee. Faculty coordination committees for Arts, Commerce, and Science streams evaluate the academic performance of all departments by collecting information on activities such as syllabus completion, internal assessments, group discussions, quizzes, and educational tours. Additionally, Faculty Heads convene frequently to address and discuss strategies for enhancing academic and administrative practices

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.5.2.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Internal Complaint Committee Cell and Women Nurturing Cell Supervises gender related issues, carrying out activities throughout

the year to promote gender equity and sensitization by organizing various activities such as Pre-marriage counselling, Informing various women protected laws, Programme Legal Guidance for Women Harassment, Debate competition, Quiz Competition, Youth festival, Annual Social Gathering programmes and other extension activities for welfare and overall personality development of students Safety Moreover, alert faculty members ensure discipline.

A common waiting room with rest room is made available for girl students and women staff of college. It is well furnished with necessary things like first aid kit, drinking water, mirrors, hand comb, hand wash soap, disposal dustbin and sanitary napkin vending and incinerating machine. Complain box, online complain form available on website for students. Girl students are encouraged for the study of a various competitive exams for higher study, PG and

research. They are encouraged to join NCC and NSS.

File Description	Documents
Annual gender sensitization action plan	https://shivajichk.ac.in/pdf/aqar_24/7.1.1%20(a)%20Annual%20Gender%20Sinsitisation%20Plan_23-24.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://shivajichk.ac.in/pdf/aqar_24/7.1.1_B_Specific_facilities_provided_for_women.pdf

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

B. Any 3 of the above

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

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

Solid Waste Management: To keep campus, keep clean, neat and tidy, Dustbins are placed in the college premises, corridors and office. The solid waste is segregated into organic and is used to prepare compost for in-house consumption and non-degradable waste is collected by the Municipal Corporation Chikhli. Cleanliness drive to collect solid waste in the campus by NSS & NCC students.

Liquid waste management:

Chemical liquid waste generated in the lab is collected in separate soak pits which are located aloof from the water bodies. It periodically emptied and dumped in special area outside the campus and town with due care.

E-waste management:

The college has prepared E- waste policy. The E-waste at our college refers to electronic equipment that has gone out of use. The cartridge of printer is refilled from a suitable vendor and reused it. The electronic component such as resistor, capacitor, transformer, transformer, burn cable, LED, CDs, floppy disks, burn cables are regularly send as scrab for recycling process to Nagar Parishd Chikhli, Dist.Buldana.

The chemistry department of college prepare the soak pits for maintains of hazardous chemicals and radioactive waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://shivajichk.ac.in/pdf/aqar_24/7_1_3_Management_of_Types_of_degradabale_and_Non_degradable_Waste_Geotagged_Photos.pdf
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

- 1.Restricted entry of automobiles
- 2.Use of Bicycles/ Battery powered vehicles

3. Pedestrian Friendly pathways**4. Ban on use of Plastic****5. Landscaping with trees and plants**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

C. Any 2 of the above

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

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

B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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).

We organize as per academic calendar the constitution day to aware importance of constitution among the students the Constitution Day was celebrated on 26th November 2023 that gives opportunity for students to broaden their knowledge of the Constitution, that have both shaped our history and our lives.

The institute to organised blood donation camps to overcome shortage of blood supplies to needy person. We organized International yoga day on 21 June 2023, the yoga day training is organized to maintain mental and physical good health.

As linguistic activity every year, February 27 is observed as Marathi Language Day in India. Marathi Language Day is celebrated to commemorate the birth anniversary of eminent Marathi Poet Vishnu Vaman Shirwadkar who is popularly known as "Kusumagraj" in Indian literary circle. This celebration aims at inculcating and honouring the rich history and literature associated with it among Marathi-speaking community in the state. We celebrate Marathi Bhasha Din.

As a cultural activity our students participats in Youth festival. The cultural programme gives an opportunity to students to present their talents in different fields such, Rangoli & Poster Competition, Elocution Comletition, Anand Melawa etc

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

The institution has undertaken various activities accordingly to sensitize the young minds of the learners and the staff working with the institution.

The college has been relentlessly taking efforts to organize such activities like World

Population Day to make students aware about the effects of increasing population and importance of proper utilization of population. The NSS and the NCC Units, of the college undertake many activities to shape the students as responsible citizen of tomorrow's India.

To know the right and responsibilities of citizens we organized Voters day and Voter's Awareness Programme it make voters aware of the causes and symptoms of no voting it aware of the misconceptions of election and to involve new voters in voting list nomination Campaign.

Celebration of Birth/Death Anniversary of great historical social and political leaders to get inspiration from their noble work and ideologies. We Celebrate the birth anniversary of Sant Gadge Baba, Shiv Rajyabhishekh Sohla.

To know responsibilities of citizes we organize program like Cleanliness Drive, Environment Day and AIDS Day In the era of digitization to know the digital rights we organized program like National Level Workshop on Creation and Protecting Intellectual Property in Academia to train the student teachers and society

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

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff **B. Any 3 of the above**

4. Annual awareness programmes on Code of Conduct are organized

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	View File
Any other relevant information	View File

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

Independence Day and Republic Day: Independence Day and Republic Day is Celebrated on 15th August and 26th Januray by organizing activities highlighting the struggle of freedom and our responsibility towards our nation. Students were also made aware about challenges our democracy is facing such as corruption, terrorism communalism, regionalism and relations with neighbouring countries.

College organises regularly various activities like Meri Mati Mera Desh' Campaign, 'Har Ghar Tiranga' Campaign the Citizens were encouraged to bring Tiranga home and to hoist it. Celebration to

explore its relevance in present era on social harmony, politics, cleanliness and nonviolence, tolerance and secularism.

Celebration of Founders Day:Our college celebrates the birth anniversary of founder noble leaders, Dr. Panjabrao Deshmukh, Dalitmitra Pandharinath Patil & R D Bhonde Sarkar to get inspiration from their work & ideology

Celebration of Birth/Death Anniversary of great scientists and leaders Commemoration of Death Anniversary of Dr. Babasaheb Ambedkar As Mahaparinirwan Din,

In the memory of great Mathematician Shrinivasa Ramanujan celebrated National Mathematics Day by activities such as Poster Competition.

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

There are many best Practices. Particularly the Publication of College Magazine and Cyber Security Awareness Program

Publishing a college magazine is creative and collaborative activity in an educational institution. Initially the meeting of editorial board with principal was organized. A notice for the collection of creative literature was circulated among students. Students editors were also selected. The literature received from students was edited. Reports from all Departments and Committees were also collected. After careful editing work the data was sent to Printing Press. After the correction in typing and other work 1000 copies of College Magazine, Shivdarshan were published.

Cybercrimes know no national borders. Criminals, victims and technical infrastructure span multiple jurisdictions, bringing many challenges to investigations and prosecutions. Close collaboration between public and private partners is therefore essential. The

technique of protecting internet-connected systems such as computers, servers, mobile devices, electronic systems, networks, and data from malicious attacks is known as cybersecurity. Security is concerned with the protection of systems, networks, applications, and information. In some cases, it is also called electronic information security or information technology security.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

NCC unit of the college is established in 1972 under 13 Maharashtra Battalion, Khamgaon. Since the establishment it has been working very effectively by giving opportunities to the rural area youths to participate in NCC training programs. The NCC cadets participate every year in RD pated at Rajpath, Sthal Sainik Camp. The unit is special, as every year at least 40 girls participate in NCC. Some students from other districts also seek admission in the college to join NCC. Most of the cadets including girls are selected in army every year. The distinctive feature of our NCC unit is participation in socially related activities. The college is specially known in the District for its NCC unit. The priority and thrust of our institution are to provide quality education to the students from downtrodden society of rural area. The students who are especially interested in joining defense services are given chance to achieve their goal to serve motherland through our NCC unit. Our institution gives priority to the NCC unit and presents opportunity to students to equip themselves by proper training to serve in defense. There are many students from rural area who got appointments in defense services after training

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

College is affiliated to SGB Amravati University, Amravati and offers undergraduate and postgraduate, PhD Courses in Science, Arts and Commerce . One professor of the college is elected for the members of Board of Studies at the university. As curriculum is designed by the university, the college implements the curriculum effectively. The IQAC prepared Academic Calendar and centralized Time Table for the implementation of teaching work And organizes a meeting of all the faculty members to present the result analysis of all the three faculties. After evaluation of the achievements and failures of the past year, fresh modalities are checked out for upcoming new academic year. The Annual Plan and Daily Teaching Work are noted down in the Academic Diary. For Research Programmes, the courses are discussed first in the RAC and then recommended to the PhD Cell of University where they are again discussed in RRC for final approval. The faculties participate in various research activities. Students and teachers can refer study literature in library. The Physical Education Department arranges various sports events. Regular sport practice is also arranged. Staff Council Meetings are held to discuss the difficulties in the teaching learning process and other relevant matters of college.

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

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

The evaluation system serves as an aid to check the progress of learning. As per the guidelines of SGBAU, Amravati, the evaluation system has two components viz. The Continuous Internal Evaluation (CIE) and the End Semester/Annual Examination (ESE/EAE). The ratio of weightage of marks is 20% in CIE and 80% in ESE/EAE for UG. CIE component includes test, assignment,

project assignment, seminar/excursion tour and group discussion. College Examination Committee has been formed for the smooth conduction of CIE. The unit tests question paper is framed on the basis of university question paper pattern. All the respective teachers are informed to follow the academic calendar of college to declare the Internal Assessment Schedule. To ensure the progress and transparency in CIE following steps are taken by the faculty: 1. The (CIE) Marks are displayed on Notice Board. 2. Students, who are not satisfied with evaluation, can get the answer sheets evaluated again. Transparency in Evaluation: Internal evaluation is entirely the responsibility of the teacher who teaching the course. To ensure the creditability of the system students are allowed to interact with teachers and seek clarification about the marks awarded in a particular test, seminar or project if necessary.

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

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

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	No File Uploaded

1.2 - Academic Flexibility

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

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented**26**

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

1.2.2 - Number of Add on /Certificate programs offered during the year**1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)****02**

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

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year**99****1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year****99**

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

1.3 - Curriculum Enrichment

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

The college integrates cross-cutting issues relevant to Gender, Environment and Sustainability, Human Values and Professional Ethics into its curriculum. Professional Ethics are part of all postgraduate subjects. Environmental issues are studying in the Zoology and Botany. Human Values part included in Political Science.

Gender

The college emphasises on girl's safety via ICC, which handles sexual harassment issues. To educate girls about safety laws, the ICC organises workshops on gender equality, gender sensitization and workplace safety. Seminar is organized on Women's Day by NSS.

Value Education

Institute celebrates National and cultural events to inculcate moral values in students, including Independence Day, Constitution Day, Voters Day. The birth and death anniversaries are celebrated. "Meri Mati Mera Desh" campaign helps inculcate patriotism and moral values. Awareness programs on human rights and the Indian Constitution further reinforce these values.

Ethical Values

Ethical values are addressed through workshops on Intellectual Property Rights, Research Methodology, and Using Advanced Tools for Literature Survey. Faculty published their work in the Journals, Patents and received copyright certificates.

Environment and Sustainability

Tree plantation drives, Ozone day, Water day, Sparrow day, Wildlife Week, Bird Week, Workshop on eco-friendly colours are regularly conducted. The college has installed solar panels for green energy.

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

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

04

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
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

201

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	A. All of the above								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>URL for stakeholder feedback report</td><td>View File</td></tr> <tr> <td>Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)</td><td>View File</td></tr> <tr> <td>Any additional information(Upload)</td><td>No File Uploaded</td></tr> </tbody> </table>	File Description	Documents	URL for stakeholder feedback report	View File	Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File	Any additional information(Upload)	No File Uploaded	
File Description	Documents								
URL for stakeholder feedback report	View File								
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File								
Any additional information(Upload)	No File Uploaded								
1.4.2 - Feedback process of the Institution may be classified as follows	A. Feedback collected, analyzed and action taken and feedback available on website								
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Upload any additional information</td><td>View File</td></tr> <tr> <td>URL for feedback report</td><td>Nil</td></tr> </tbody> </table>	File Description	Documents	Upload any additional information	View File	URL for feedback report	Nil			
File Description	Documents								
Upload any additional information	View File								
URL for feedback report	Nil								
TEACHING-LEARNING AND EVALUATION									
2.1 - Student Enrollment and Profile									
2.1.1 - Enrolment Number Number of students admitted during the year									
2.1.1.1 - Number of sanctioned seats during the year									
1183									
<table border="1"> <thead> <tr> <th>File Description</th><th>Documents</th></tr> </thead> <tbody> <tr> <td>Any additional information</td><td>View File</td></tr> <tr> <td>Institutional data in prescribed format</td><td>View File</td></tr> </tbody> </table>	File Description	Documents	Any additional information	View File	Institutional data in prescribed format	View File			
File Description	Documents								
Any additional information	View File								
Institutional data in prescribed format	View File								
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)									

2.1.2.1 - Number of actual students admitted from the reserved categories during the year**410**

File Description	Documents
Any additional information	View File
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

The students admitted in our college are from different economic background. After the completion of admission process, college conducts 'Student Induction Program'. Through this students are introduced with teaching-learning and evaluation system, Discipline, Support services, various academic and other schemes along with development and achievements of the college. The faculty identifies slow and advance learners among students on the basis of their previous year examination performance, responses in the class room and internal assessment. The following steps are taken for the improvement of slow learners: i. Remedial coaching ii. Extra coaching and notes, iii. Additional tutorial iv. YouTube lectures v. Departmental library facility vi. Student-Parents Meet vii. Mentor-Mentee scheme Advanced learners are provided the following several opportunities to develop their knowledge and skills.

i. Reference books, journals.

ii. Home assignment and projects are assigned.

iii. Soft Skill Development Programme.

iv. Subject Association

v. Encouraged to apply for competitive examinations.

vi. Motivated to participate in seminar, conferences, workshops, Poster presentation, Industrial Tour, Group discussion, quiz competition, Science exhibitions, debates, elocution, AVISHKAR students' research competition.

vii. Guest lecture / lecture series are organized.

The college library also ensures accessibility to computer facility and internet for the online study material.

File Description	Documents
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
1086	25

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

The following efforts are taken by the Faculty Members to enhance student involvement.

1. Experiential Learning:

i.Value Added Courses- Value added courses are introduced for development of professional skills.

ii.Project based learning-Projects are given to student for deeper learning and high quality work.

iii. Mock Parliament- Some students participate in mock parliament organized by Yuvak Biradari.

iv. On-job Trainings-Some Commerce stream student are trained through 15 days apprenticeship work in various private banks for pursuing actual nature of work.

2. Participated Learning:

i.Field Visits/Industrial Visits- organize to give firsthand experience to students.

ii. Seminar Presentation-Develop technical skills while presenting papers in seminars.

iii. Team work- All Departments organize students' activities to promote the spirit of Team work viz. NCC & NSS activities, Village Adoption, Tree plantation, Swatchh Bharat, Health awareness camp, Annual Cultural program, Science Rangoli, COVID-19 awareness poster competition, Yuva Bhushan Competition, Science day, National Voters day, Constitution day & National Girl Child day celebration.

iv. Group work-Students learn to work in groups through departmental Practical and Workshops.

3. Problem solving Methodology: It has been observed that students face problems to communicate in English. To encourage building the skills required for these issues, Skill Enhancement Programs were organized.

File Description	Documents
Upload any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.3.1.pdf

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

It is essential for every faculty to know to use ICT tools for effective teaching. Almost all the faculty members are techno-savvy. Most of the teachers use LMS, Zoom Portal, Google Meet, Slideshare, Google Classroom, WebEx & WhatsApp group for teaching. Faculty member accesses N-list e-resources for upgrading knowledge for effective teaching-learning process. Virtual classroom and virtual laboratory are used by faculty to perform a series of experiments that yield authentic results. The entire faculty member use Computer or Laptop for preparing their notes and presentation. Projectors are available in different classrooms and labs. Printers and scanner machine are available in most of the Departments. Students observe lectures uploaded on YouTube channel. Animated video are made by faculty for teaching-learning process. Free internet in the library and wifi

facilities in campus available. Faculties are encouraged to use power point presentations in their teaching by using LCD's and projectors. Online expert talks, lecture series and various competitions are regularly organized for students. Faculties prepare online quiz for students after the completion of each unit with the help of Google Forms and Testmoz. Recording of video lectures is made available to students for long term learning and future referencing.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://shivajichk.ac.in/pdf/aqar_24/2.3.2.pdf

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

2.3.3.1 - Number of mentors

25

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	View File
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

25

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	View File
List of the faculty members authenticated by the Head of HEI	View File

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

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

18

File Description	Documents
Any additional information	View File
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

292

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

2.5 - Evaluation Process and Reforms

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

The evaluation system serves as an aid to check the progress of learning. As per the guidelines of SGBAU, Amravati, the evaluation system has two components viz. The Continuous Internal Evaluation (CIE) and the End Semester/Annual Examination (ESE/EAE). The ratio of weightage of marks is 20% in CIE and 80% in ESE/EAE for UG. CIE component includes test, assignment, project assignment, seminar/excursion tour and group discussion.

College Examination Committee has been formed for the smooth conduction of CIE. The unit tests question paper is framed on the basis of university question paper pattern. All the respective teachers are informed to follow the academic calendar of college to declare the Internal Assessment Schedule. To ensure the progress and transparency in CIE following steps are taken by the faculty:

1. The (CIE) Marks are displayed on Notice Board.
2. Students, who are not satisfied with evaluation, can get the answer sheets evaluated again.

Transparency in Evaluation: Internal evaluation is entirely the responsibility of the teacher who teaching the course. To ensure the creditability of the system students are allowed to interact with his/her teacher and seek clarification about the marks awarded in a particular test, seminar or project if necessary.

File Description	Documents
Any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.5.1.pdf

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

The college has a well-organized mechanism for Redressal of examination related grievances. The student can approach the Teachers, College Examination Officer and Principal to redress the examination related grievance. The procedure for handling examination related complaints is transparent, time-bound and effective. College Examination Committee has been formed for the smooth conduction of Continuous Internal Evaluation.

The internal marks are displayed on the notice board. If any

discrepancy like mistakes in mark allocation, correction is noticed by the students, the concerned teacher will resolve the discrepancy, and the necessary corrections will be made. If a student is not satisfied with the marks awarded even after resolved by the teacher, then he may represent the same to the HOD concerned.

The Department has to declare final revaluation result within fifteen days. All such representations are taken positively and are reassessed by another teacher if necessary. The students have the freedom to use suggestion box to put in the note of dissatisfaction with the internal examination mechanism.

Faculty evaluates assignments/projects based on the syllabus which is also shared with the students. They should submit it in time bound period. The grievances related to university evaluation and process is solved through Exam Grievances Committee.

File Description	Documents
Any additional information	View File
Link for additional information	https://shivajichk.ac.in/pdf/aqar_24/2.5.2.pdf

2.6 - Student Performance and Learning Outcomes

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

Program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) for all programs offered by the institution are stated and displayed in website of the institution. Students are made aware about Program outcomes (PO), program specific outcomes (PSO) and course outcomes (CO) in the College Induction program. Hard copy and soft copy of PO, PSO & CO is available in the departments for ready reference to teacher and students. It is also displayed on notice board of Departments.

In general the following expectations in PO, PSO and CO are discussed frequently with the students by the faculty.

1. Developed Scientific outlook for upgrading the aspects related to life, Acquired skills in handling instruments, planning and

performing laboratory experiments.

2. The developments of team work and leadership abilities are imbibed to give importance of safe laboratory skills.

3. Recognize ways in which political, social and economic issues which affect their daily lives across time and space.

4. Business economics is useful to develop the knowledge & concept in economy.

5. Develop skill in Computer fundamental, Business regularity framework, areas of Income tax.

Above all professional development for economic stability is essential.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	https://shivajichk.ac.in/pdf/POs_PSOs_&_COs.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

Courses under the Faculty of Humanities, Commerce and Science are governed under SGBAU, Amravati. The PO, PSO & CO is firstly evaluated by the institution and then they are communicated to the students in the formal way of the discussion in the classroom as well as displayed on the departmental Notice board.

For measurement of attainment of POs, PSOs and COs, Class tests are scheduled by the teachers. After completing the evaluation, the analysis is done. This analysis is useful to building strategy for improvement. Each student is motivated to participate in Group Discussion and Seminars. Through these activities the thinking process, skills and knowledge of the students is assessed. Assignments and Project Assignment help to measure the attainment of PSO. Practical examination is conducted in laboratory to check knowledge and skill acquired by student.

Some Co-curricular activities are also held which makes the

institution know about the knowledge and information of the students. At end of course, feedback on curricular and other aspect are taken from students, Parents and Alumni to check attainment of program and course outcomes. Attainments of CO's are calculated by using university examination results. Feedback on curriculum is taken into consideration for future planning.

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

2.6.3 - Pass percentage of Students during the year

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

231

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://shivajichk.ac.in/pdf/aqar_24/2.7.1.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

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

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

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year**3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year****5**

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

3.2 - Research Publications and Awards

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

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

26

File Description	Documents
Any additional information	View File
List of research papers by title, author, department, name and year of publication (Data Template)	View File

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

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

15

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

3.3 - Extension Activities

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

Response :

The college organizes and participates in various extension activities with the objectives of sensitizing students about various social issues and also contributing to the community and strengthening the community participation.

Civic Responsibility:

Students participating in activities such as Voter Awareness, Street Play, Rally on Shivjayanti and participation in National Integration Camp help in forming responsible citizens of India. Environmental awareness:

Students participating in activities such as Deepening of Dam for Rain Water Harvesting, Tree Plantation beyond college campus, Rally on Water Conservation, Oxygen Park and Preparation of Seed Balls become more aware about fragile ecology and create environmental consciousness among the students and society. Distribution of Vermi-Compost to farmers and No Vehicle-Day.

Cleanliness for good living:

Students participated in the Rally on Cleanliness Campaign, Cleanliness drive at bus stand and NSS adopted village.

Gender Equality:

Felicitations of birth of girl child creates awareness about gender equality.

Human Values:

Distribution of food grains to the Seva-Sankalp Ashram of mentally disabled peoples, Blood Donation Camp, Pulse Polio Campaign.

Awareness about Digital World:

Programs on Cyber-Security aimed to create awareness about Online Transaction, Online Hacking, Phone Call Tapping and proper use of Internet for educational purpose only among the students and peoples.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/3.3.1.pdf
Upload any additional information	View File

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

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

1

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

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

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

13

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

1199

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

3.4 - Collaboration

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

2

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

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

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

3

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

The institution has sufficient infrastructure and physical facilities to meet the minimum requirements specified by statutory bodies for teaching and learning.

- 1. Classrooms:** There are 18 classrooms, adequate for conducting theory classes.
- 2. Laboratories:** The institution has 13 laboratories, including 9 science labs and one each for Commerce and Home Economics. Some science labs like Botany, Zoology, Microbiology, and Computer Science are recognized as research labs. All labs are equipped with projectors and internet facilities. Additionally, the English Language Lab includes specialized software for language learning.
- 3. ICT Facilities:** All departments are equipped with internet access. The administrative office has a separate internet connection to ensure uninterrupted operations, with a total bandwidth of 100 Mbps. All laboratories are furnished with LCD projectors for enhanced practical demonstrations.
- 4. Library:** The Central Library houses 41,457 books, 931 reference books, and over 97,000 e-books, along with 6,000+ e-journals via N-List. It also offers books for competitive exams. The library features 10 PCs and serves as a browsing center for both students and faculty.

Overall, the institution provides a robust teaching-learning environment through its well-equipped infrastructure and facilities

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.1.pdf

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

- The college has a big play ground to serve the needs of students. The following sports facilities are available :

Sr. No.

Sports Ground

Area/ Size/ Facility

i.

Running Track

400 Meters

ii.

Cricket Ground

60X70 Meters

iii.

Football Ground

60X90 Meters

iv.

Kho-Kho Ground

16X29 Meters

v.

Ball Badminton Court

12X24Meters

vi.

Kabbadi Ground

10X13 Meters

vii.

Volleyball Ground

9X18 Meters

viii.

Table Tennis Table

01

ix

Cricket Net for Practice

Cement Wicket

3X12 Meters

x.

Flood Light For Ball Badminton Game Night Practice

Gymnasium:

- A well-equipped gymnasium is available for the students. Students have to pay entry fees monthly. The revenue generated is used for the maintenance of the equipments.
- Special time is allotted to the senior citizens, women and other than college students to avail gym facility. They are charged monthly fees.
- The equipments available in the gymnasium are: Triceps Push

Down Machine, Dechline Bench, Twelve Station Machine etc.

Cultural Activities

- The students are motivated to participate in various cultural activities organized during Annual Gathering and Youth Festival organized at University level.

The cultural activities are organized in the auditorium and on the open theatre in the annual gathering

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.2.pdf

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

4

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

4

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.1.3.pdf
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)

16.3962

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

4.2 - Library as a Learning Resource

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

Data requirement for year: Upload a description of library with, The central library of the college has been working effectively serving the needs of students and teachers. There are ten PCs in the library with internet connection. There are 41457 books and 931 reference books available in the library in addition to Encyclopedias and Dictionaries. A separate reading room is also available for students. Students use the PCs for internet browsing. News papers and periodicals are also available for students. There are many books purchased to help the students to study for

Competitive Exams. Students and teachers visit the library for newspaper reading also. There are e-books and e-journals available subscribed through N-List in the library. Every teacher is given membership to assess the N- List, the e- recourses of the library. Books and reference books are purchased every year. There are 32

journals belonging to different wings of knowledge are subscribed every year. The library is partially automated with SOUL- 2.0

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://shivajichk.ac.in/pdf/aqar_24/4.2.1.pdf

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-

A. Any 4 or more of the above

books Databases Remote access toe-resources

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

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)**4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)****0.72731**

File Description	Documents
Any additional information	View File
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)**4.2.4.1 - Number of teachers and students using library per day over last one year****492**

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

4.3 - IT Infrastructure**4.3.1 - Institution frequently updates its IT facilities including Wi-Fi**

The facilities such Internet Connection, College Website, PCs and other IT facilities are updated regularly. Agreement with the

Internet Provider is signed . As per requirement, PCs are purchased. All the PCs available in the college are protected with antivirus. The Annual Maintenance Charges for E-Governance, MIS, ERP, EMS, System Software are paid annually. Licensed Microsoft softwares are purchased for some PCs. Other IT equipments are purchased as per need.

IT facility is provided to the students and teachers to make teaching and learning process effective. All the Science Departments are provided internet facility and LCD projector to incorporate IT enabled teaching methods in teaching and learning. Well equipped Computer Science Lab is available for the students to carry out IT related practical work. For the students of Commerce another Computer Lab is available where students learn IT skills incorporated in their syllabus.

The library is provided with internet and N-List Online resource of e-books, e-journals for the use of teachers and students. Soul 2.0 Software is used for automation in the library.

For the students and teachers Wi-Fi facility is provided in the college campus.

Language Learning Lab equipped with Language Learning Software is available for the students.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/4.3.1_and_4.3.3.pdf

4.3.2 - Number of Computers

62

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

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

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

4.4 - Maintenance of Campus Infrastructure

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

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

31.33286

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

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

Many committees are formed for the maintenance and utilization of physical, academic and support facilities.

- 1. Class Rooms:** College Time Table for conducting teaching and practical work is prepared by the time table committee. The time table is followed throughout the academic year. The maintenance of the class rooms is done regularly.
- 2. Laboratory:** All the laboratories are well equipped and utilized for the practical work from morning to evening by the respective teachers. The Lab Attendants having technical knowledge maintain the equipments. Sometimes services are hired from private technicians.
- 3. Library:** The library is open for the students from 8.00 am to 5.00 pm. A separate reading room for students is available. PCs with internet facility are available for browsing. Vacuum Cleaner is used to keep the library dust

free.

4. **ICT Facility:** Internet browsing facility is available in library, Computer Science Department and Commerce Department. For maintenance, as per need service is hired from private technicians.
5. **Sports Facility:** Students practice the outdoor games in the supervision of the Physical Director in the morning and evening time in the playground. The gymnasium and open sports ground is maintained regularly by taking services privately.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	https://shivajichk.ac.in/pages/criterion_4_24.php

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1151

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

2

File Description	Documents
Upload any additional information	View File
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File

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

C. 2 of the above

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

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

568

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

568

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

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

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	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

24

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

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

5.2.2.1 - Number of outgoing student progression to higher education

29

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	View File
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

8

File Description	Documents
Upload supporting data for the same	View File
Any additional information	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.

8

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)

1. As per lawful provisions of the SGB Amravati University, administrative bodies are to be formed for participation of students in educational mechanism like associations of the departments, Cultural program in Annual Gathering, Sports events etc.
2. As per Schedule programme representation from NSS, NCC, Cultural and games & sports are invited on merit basis.
3. All these activities are assisted by financially through institution.
4. Various academic & Administrative bodies that have student representatives are
 - Internal Complaint Committee
 - Games & Sports Committee
 - NSS advisory Committee
 - NCC advisory Committee
 - Library advisory Committee
 - Subject Association
 - Career guidance & Placement Cell
 - Student Welfare Committee
 - College development Council (CDC)
 - Internal Quality Assurance Cell (IQAC)

College Magazine Committee

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

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

160

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

1. Shri Shivaji Science & Arts College, Chikhli Alumni association was registered by the Charity Commissioner, Buldana division on 13/5/2004 having registered no. MH/227/4/Buldana for bridging the gap between old students and current students in the institution.
2. The Alumni association is the proper platform to meet Alumni of our college to exchange their views and experience on various developmental activities. The college believes that Alumni are an institutions most loyal supporters and great role models for current students and college can continue to benefit from their skills and experience.
3. In every academic year two meetings of alumni are arranged to discuss problems related to student's Facility. Association organized tree plantation, Help to needy and poor students, books distributed to needy students and help for the development of college.
4. The activities run and major contribution made by our Pride Alumni are Health awareness Programme, Socio-political Help, Legal and finance advice, Academic & infrastructural development, Media and consultancy services, Education services, Social, Management & Governance, business houses, Nature conservation, Research programme, Government department, NGOs, Cultural events etc.

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

5.4.2 - Alumni contribution during the year (INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	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 governance of Shri Shivaji Science and Arts College, Chikhli, aligns seamlessly with its vision of "Excellence and Service" and the mission of "Tamasoma Jyotirgamaya," which emphasizes guiding individuals from darkness to light through education. The institution's governance framework, led by Shri Shivaji Education Society, Amravati, ensures that policies and decisions reflect these principles, fostering an environment that promotes academic and administrative excellence with a commitment to societal service.

Perspective plans of the institution focus on holistic development, incorporating innovative teaching methodologies, infrastructure enhancement, and community engagement. These plans are strategically devised to uphold the institution's mission of enlightenment and societal contribution, ensuring all initiatives resonate with the core values of service and excellence.

Teachers play an integral role in decision-making processes, contributing to various statutory and non-statutory bodies such as the Internal Quality Assurance Cell (IQAC), Academic Council, and College Development Committee. Their active participation ensures transparency, inclusivity, and relevance in governance, making the system dynamic and effective. This collaborative approach allows the institution to create a robust ecosystem that not only nurtures academic growth but also empowers stakeholders

to work towards achieving the vision and mission, sustaining a culture of collective progress and shared responsibility.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.1.1.pdf
Upload any additional information	View File

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

A prominent example of decentralization and participative management at Shri Shivaji Science and Arts College, Chikhli, is the organization of the annual cultural and academic festival. This event showcases the collaborative leadership model, engaging multiple stakeholders across different levels.

The Principal delegates responsibilities by forming committees comprising teaching staff, non-teaching staff, and student representatives. Key committees such as Event Coordination, Logistics, Finance, Cultural Programs, and Academic Competitions operate autonomously while maintaining alignment with the broader objectives of the festival.

Each committee is led by a coordinator who ensures effective communication and smooth execution of tasks. Teachers actively guide and mentor students, fostering leadership qualities and decision-making skills among them. Regular review meetings are conducted to monitor progress and address challenges collectively, ensuring that all voices are heard.

The festival's success exemplifies participative management, as decisions are taken collaboratively, encouraging ownership and accountability. This decentralized approach not only ensures the seamless execution of the event but also strengthens institutional practices by promoting teamwork, trust, and transparency. The inclusive nature of this model reflects the institution's commitment to its mission of guiding individuals toward collective growth and service, while reinforcing the vision of excellence in every endeavor.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.1.2.pdf
Upload any additional information	View File

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The Perspective Plan (2021-2025) of our institute is a forward-thinking roadmap that outlines key developmental goals, including infrastructural upgrades, introduction of skill-based add-on courses, enhancement of research activities, and fostering academic and sports facilities. A crucial component of this plan is the introduction of Add-On/Certificate Courses to provide students with life skills that complement their academic learning. To ensure these courses meet the needs of students and the job market, each department was tasked with designing curricula for specialized courses of at least 30 hours duration.

These courses focus on equipping students with additional competencies such as technical skills, soft skills, and subject-specific expertise, thereby improving their employability and personal growth. Alongside, the institution has committed to advancing its infrastructure, including ICT-enabled classrooms and advanced equipment, to enhance the learning experience.

The Internal Quality Assurance Cell (IQAC) plays a pivotal role in developing quality policies, involving all stakeholders in the process, and reviewing progress annually. To support this initiative, training programs for teachers and non-teaching staff are regularly conducted. The Perspective Plan, which reflects the institution's strategic vision for development, is available on the college website for transparency and accountability, ensuring alignment with the mission of excellence and service.

File Description	Documents
Strategic Plan and deployment documents on the website	View File
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.2.1.pdf
Upload any additional information	View File

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

Shri Shivaji Science and Arts College, Chikhli, strictly follows the guidelines set by UGC, NAAC, the Government of Maharashtra, and SGBAU, Amravati. The organizational structure begins with the College Development Committee (CDC), comprising parent management, teacher and non-teaching staff representatives, nominated members, and the Principal. The Internal Quality Assurance Cell (IQAC) includes teachers, non-teaching staff, alumni, local bodies, industry members, and student representatives, ensuring a broad base for decision-making.

The Council of Heads, consisting of department heads, and the Staff Council, which includes all permanent faculties, play vital roles in academic and administrative functions. The office staff, including clerks and support staff, assists in smooth day-to-day operations.

Faculty members are encouraged to participate in academic, extracurricular, and extension activities, with many appointed to University bodies, enhancing their leadership skills. The college ensures transparency in recruitment and promotion processes, following norms from SGBAU, UGC, and the Government of Maharashtra.

The college also maintains a Grievances Redressal Mechanism, including the Internal Complaint Committee (ICC) and Women's Grievances Committee, to address concerns of students and faculty. This structured approach reflects the college's commitment to transparency, inclusivity, and continuous development.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.2.2.pdf
Link to Organogram of the Institution webpage	https://shivajichk.ac.in/pdf/organogram_new.pdf
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	View File
Screen shots of user interfaces	View File
Any additional information	View File
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

Our institute offers a range of welfare schemes for its teaching and non-teaching staff, ensuring their well-being and support which includes:

- 1. Group Life Insurance Scheme:** All college staff is insured under the Government of Maharashtra's Group Life Insurance Scheme, with premiums paid to LIC monthly.
- 2. Loan Facility:** Through the Shri Shivaji Science and Arts College Sevakanchi Sahakari Patsanstha, staff can avail personal and emergency loans, with regular audits conducted for transparency.
- 3. Medical Reimbursement:** As per government norms, medical reimbursement proposals are submitted to the Joint Director's office. Reimbursement amounts for last year of

Rs. 8,54,431.00 in 2023-24.

- 4. Maternity Leave & Retirement Benefits:** Female faculty are entitled to 9 months of maternity leave. Faculty appointed before 2005 are eligible for pension, while those joining after 2005 are covered under DCPS/NPS. Other benefits include casual, earned, medical leave, and duty leave for academic activities.
- 5. Performance Appraisal:** Staff performance is evaluated through self-appraisal forms, with periodic assessments by the Principal, IQAC, and Parent Management. This process ensures continuous professional growth and promotion opportunities.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.3.1.pdf
Upload any additional information	View File

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

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

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File Description	Documents
Upload any additional information	View File
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	View File
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

06

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

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

The Performance Appraisal System at our institute is designed to evaluate the professional contributions and efficiency of both teaching and non-teaching staff. This system aligns with the guidelines of SGB Amravati University and the Maharashtra

University Act, 2016. For teaching staff, the system incorporates a structured mechanism that includes the submission of an Academic Performance Indicator (API) form, self-appraisal reports, and feedback from students. The appraisal process evaluates teaching quality, research output, participation in seminars and workshops, publications, and contribution to institutional development activities.

For non-teaching staff, the appraisal focuses on work efficiency, punctuality, technical proficiency, and ability to contribute to administrative functions. Heads of departments and senior administrative officers assess their performance through annual reports and regular monitoring. The appraisal outcomes are reviewed by the institution's governing body to ensure transparency and fairness. Constructive feedback and necessary training are provided to address gaps, promote professional growth, and enhance performance. This strong system promotes accountability, encourages continuous improvement, and ensures that staff contributions align with the institution's mission, "Tamsoma Joytargmaya," and vision, "Excellence and Service."

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.3.5.pdf
Upload any additional information	View File

6.4 - Financial Management and Resource Mobilization

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

Our institute ensures transparency and accountability through regular internal and external financial audits. These audits comprehensively examine revenue, expenses, payments, receipts, and asset-liability verification before preparing the budget for upcoming financial year.

Internal Financial Audit

The college employs the ERP-based Master Soft software to manage all accounts, including salary, non-salary, scholarship, UGC funds, and others, in compliance with accounting regulations. A certified Chartered Accountant, appointed by the parent

institute, conducts the internal audit. This includes verifying the cashbook, vouchers, bank details, and account balances. After thorough examination, the auditor prepares an audited financial statement, which is submitted to the Joint Director of Higher Education Office by the end of July annually.

External Financial Audit

The external financial audit follows the internal audit as a preparatory step. The college ensures that grants from various sources are utilized in line with government guidelines. External auditors verify the institution's adherence to financial norms and provide an assessment memo upon completion. Additionally, the Social Welfare Office audits scholarship accounts, and government agencies, such as the Accountant General's Office, conduct periodic audits for compliance.

This systematic auditing process ensures the college maintains financial integrity, effectively utilizes resources, and adheres to governmental and institutional guidelines.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.4.1.pdf
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)

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File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
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

Regular internal audits by a Chartered Accountant and external audits by the government ensure the proper allocation and utilization of resources. The Purchase Committee reviews departmental demands submitted by heads, carefully evaluates them, and approves necessary purchases.

The primary funding sources for the college are:

1. Fees: Students pay fees as per university and government regulations.
2. Salary Grant: The State Government provides a salary grant based on an annually submitted budget detailing estimated requirements.
3. UGC Grants: As a college recognized under 2F and 12B of the UGC Act with Permanent University Affiliation, we receive grants for infrastructure development, learning resource upgrades, and research.

Resources are utilized optimally for various needs, including:

1. Departmental and laboratory equipment
2. Library expenses
3. Sports maintenance
4. Infrastructure upkeep
5. ICT maintenance
6. Internet and telephone services
7. Electricity charges

These measures ensure financial accountability and the effective deployment of funds for the institution's smooth functioning and growth.

Campus cleanness and its utilization are monitored by the Campus Cleanliness and Beautification Committee.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.4.3.pdf
Upload any additional information	View File

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

For our IQAC, the academic year 2023-24 was vibrant. Since the month of May, we started to take and carry out initiatives for academic and administrative upgrade.

Two Examples of Initiatives taken by IQAC:

1. Proposal Submission for Strengthen of College under PM-USHA scheme

For Strengthening of colleges under the Scheme PM-USHA Component 3 Grants to strengthen colleges Government of Maharashtra appeal to submit proposal for same scheme upto 31 st August 2023. Under the guidance of IQAC online Praposal submitted to Portal of PM-USHA . After that meeting for document verification and proposal submission was conducted n 5 th September. Now recently College has been approved the grants Of 4,99,746 crore under the scheme PM-USHA on 14 th March 2023. The utilization of PM-USHA grant is planned as follows:

1. New Construction [2,99,75,000]
2. Renovation/up gradation [50,00947]
3. Equipments [1,09,20,695]
4. Soft Component Activities [39,00,000]

2. MoU

Memorandum of understanding (MoU) has been signed viz. Chemistry Department, Shri Shivaji Science and Arts College, Chikhli, Dist. Buldhana signed MoU with Department of Chemistry, Late B. S. Arts, Prof. N. G. Science and A. G. Commerce College Sakharkherda, District Buldhana. Through this MoU guest lecture has been organized by Chemistry Departments.

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.5.1.pdf
Upload any additional information	View File

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

Two examples of IQAC-supported institutional review and teaching learning reforms:

1. Plan and Strategy of IQAC for Reviewing the Teaching-Learning Process:

The IQAC develops a comprehensive plan to enhance the teaching-learning process, focusing on improving and utilizing ICT infrastructure. It has recommended upgrading ICT facilities, including acquiring modern tools and establishing Wi-Fi connectivity. To encourage the effective use of ICT, IQAC organizes workshops for faculty.

Social media platforms are integrated into classroom activities to foster better communication among students. Additionally, online teaching tools such as YouTube, SlideShare are employed to enhance teaching methodologies.

A feedback system is implemented to evaluate the effectiveness and reliability of ICT facilities in teaching and learning, ensuring continuous improvement and alignment with educational goals.

1. Academic review through periodical meetings:

The IQAC conducts regular meetings with the Internal Examination Committee, the Council of Heads, the Principal, and the College Development Committee. Faculty coordination committees for Arts, Commerce, and Science streams evaluate the academic performance of all departments by collecting information on activities such as syllabus completion, internal assessments, group discussions, quizzes, and educational tours. Additionally, Faculty Heads convene frequently to address and discuss strategies for enhancing academic and administrative practices

File Description	Documents
Paste link for additional information	https://shivajichk.ac.in/pdf/aqar_24/6.5.2.pdf
Upload any additional information	View File

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)	A. All of the above
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File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The Internal Complaint Committee Cell and Women Nurturing Cell Supervises gender related issues, carrying out activities throughout

the year to promote gender equity and sensitization by organizing various activities such as Pre-marriage counselling, Informing various women protected laws, Programme Legal Guidance for Women Harassment, Debate competition, Quiz Competition, Youth festival, Annual Social Gathering programmes and other extension activities for welfare and overall personality development of students Safety Moreover, alert faculty members ensure discipline.

A common waiting room with rest room is made available for girl students and women staff of college. It is well furnished with necessary things like first aid kit, drinking water, mirrors, hand comb, hand wash soap, disposal dustbin and sanitary napkin vending and incinerating machine. Complain box, online complain

form available on website for students. Girl students are encouraged for the study of a various competitive exams for higher study, PG and research. They are encouraged to join NCC and NSS.

File Description	Documents
Annual gender sensitization action plan	https://shivajichk.ac.in/pdf/aqar_24/7.1.1%20(a)%20Annual%20Gender%20Sinsitisation%20Plan_23-24.pdf
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	https://shivajichk.ac.in/pdf/aqar_24/7.1.1_B_Specific_facilities_provided_for_women.pdf

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

B. Any 3 of the above

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

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

Solid Waste Management: To keep campus, keep clean, neat and tidy, Dustbins are placed in the college premises, corridors and office. The solid waste is segregated into organic and is used to prepare compost for in-house consumption and non-degradable waste is collected by the Municipal Corporation Chikhli. Cleanliness drive to collect solid waste in the campus by NSS & NCC students.

Liquid waste management:

Chemical liquid waste generated in the lab is collected in separate soak pits which are located aloof from the water bodies.

It periodically emptied and dumped in special area outside the campus and town with due care.

E-waste management:

The college has prepared E- waste policy. The E-waste at our college refers to electronic equipment that has gone out of use. The cartridge of printer is refilled from a suitable vendor and reused it. The electronic component such as resistor, capacitor, transformer, transformer, burn cable, LED, CDs, floppy disks, burn cables are regularly send as scrab for recycling process to Nagar Parishd Chikhli, Dist.Buldana.

The chemistry department of college prepare the soak pits for maintains of hazardous chemicals and radioactive waste management.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://shivajichk.ac.in/pdf/aqar_24/7_1_3_Management_of_Types_of_degradabale_and_No_n_degradable_Waste_Geotagged_Photos.pdf
Any other relevant information	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

A. Any 4 or all of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

A. Any 4 or All of the above

1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File
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	C. Any 2 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	View File
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	View File
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	B. Any 3 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	View File
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).

We organize as per academic calendar the constitution day to aware importance of constitution among the students the Constitution Day was celebrated on 26th November 2023 that gives opportunity for students to broaden their knowledge of the Constitution, that have both shaped our history and our lives.

The institute to organised blood donation camps to overcome shortage of blood supplies to needy person. We organized International yoga day on 21 June 2023, the yoga day training is organized to maintain mental and physical good health.

As linguistic activity every year, February 27 is observed as Marathi Language Day in India. Marathi Language Day is celebrated to commemorate the birth anniversary of eminent Marathi Poet Vishnu Vaman Shirwadkar who is popularly known as "Kusumagraj" in Indian literary circle. This celebration aims at inculcating and honouring the rich history and literature associated with it among Marathi-speaking community in the state. We celebrate Marathi Bhasha Din.

As a cultural activity our students participats in Youth festival. The cultural programme gives an opportunity to students to present their talents in different fields such, Rangoli & Poster Competition, Elocution Comletition, Anand Melawa etc

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

The institution has undertaken various activities accordingly to sensitize the young minds of the learners and the staff working with the institution.

The college has been relentlessly taking efforts to organize such activities like World

Population Day to make students aware about the effects of increasing population and importance of proper utilization of population. The NSS and the NCC Units, of the college undertake many activities to shape the students as responsible citizen of tomorrow's India.

To know the right and responsibilities of citizens we organized Voters day and Voter's Awareness Programme it make voters aware of the causes and symptoms of no voting it aware of the misconceptions of election and to involve new voters in voting list nomination Campaign.

Celebration of Birth/Death Anniversary of great historical social and political leaders to get inspiration from their noble work and ideologies. We Celebrate the birth anniversary of Sant Gadge Baba, Shiv Rajyabhishekh Sohla.

To know responsibilities of citizes we organize program like Cleanliness Drive, Environment Day and AIDS Day In the era of digitization to know the digital rights we organized program like National Level Workshop on Creation and Protecting Intellectual Property in Academia to train the student teachers and society

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

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

B. Any 3 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	View File
Any other relevant information	View File

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

Independence Day and Republic Day: Independence Day and Republic Day is Celebrated on 15th August and 26th Januray by organizing activities highlighting the struggle of freedom and our responsibility towards our nation. Students were also made aware about challenges our democracy is facing such as corruption, terrorism communalism, regionalism and relations with neighbouring countries.

College organises regularly various activities like Meri Mati

Mera Desh' Campaign, 'Har Ghar Tiranga' Campaign the Citizens were encouraged to bring Tiranga home and to hoist it. Celebration to explore its relevance in present era on social harmony, politics, cleanliness and nonviolence, tolerance and secularism.

Celebration of Founders Day:Our college celebrates the birth anniversary of founder noble leaders, Dr. Panjabrao Deshmukh, Dalitmitra Pandharinath Patil & R D Bhonde Sarkar to get inspiration from their work & ideology

Celebration of Birth/Death Anniversary of great scientists and leaders Commemoration of Death Anniversary of Dr. Babasaheb Ambedkar As Mahaparinirwan Din,

In the memory of great Mathematician Shrinivasa Ramanujan celebrated National Mathematics Day by activities such as Poster Competition.

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

There are many best Practices. Particularly the Publication of College Magazine and Cyber Security Awareness Program

Publishing a college magazine is creative and collaborative activity in an educational institution. Initially the meeting of editorial board with principal was organized. A notice for the collection of creative literature was circulated among students. Students editors were also selected. The literature received from students was edited. Reports from all Departments and Committees were also collected. After careful editing work the data was sent to Printing Press. After the correction in typing and other work 1000 copies of College Magazine, Shivdarshan were published.

Cybercrimes know no national borders. Criminals, victims and technical infrastructure span multiple jurisdictions, bringing many challenges to investigations and prosecutions. Close collaboration between public and private partners is therefore essential. The technique of protecting internet-connected systems such as computers, servers, mobile devices, electronic systems, networks, and data from malicious attacks is known as cybersecurity. Security is concerned with the protection of systems, networks, applications, and information. In some cases, it is also called electronic information security or information technology security.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	No File Uploaded

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

NCC unit of the college is established in 1972 under 13 Maharashtra Battalion, Khamgaon. Since the establishment it has been working very effectively by giving opportunities to the rural area youths to participate in NCC training programs. The NCC cadets participate every year in RD pated at Rajpath, Sthal Sainik Camp. The unit is special, as every year at least 40 girls participate in NCC. Some students from other districts also seek admission in the college to join NCC. Most of the cadets including girls are selected in army every year. The distinctive feature of our NCC unit is participation in socially related activities. The college is specially known in the District for its NCC unit. The priority and thrust of our institution are to provide quality education to the students from downtrodden society of rural area. The students who are especially interested in joining defense services are given chance to achieve their goal to serve motherland through our NCC unit. Our institution gives priority to the NCC unit and presents opportunity to students to equip themselves by proper training to serve in defense. There are many students from rural area who got appointments in defense services after training

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

As the institution has been selected for PM-USHA Grants, the institution has planned to utilize it systematically for the infrastructural development. A certain amount is allotted to purchase equipment and organization of Workshops, national seminars and certificate courses. We are also planning to implement the guidelines of NEP as per the recommendations of the affiliating university. We will prepare academic calendar by incorporating all the major and minor activities of next year. We will also improve the teaching learning process by incorporating ICT technology. We are planning to modify the Knowledge Resource Centre by purchasing new books and a separate section will be opened with Computers for students' use. With this update the students will be equipped with ICT technology. All the Departments will be updated with new research oriented equipment. As a result the quality of teaching learning process will improve.