



Shri Shivaji Education Society, Amravati's
Shri Shivaji Science & Arts College,
Chikhli Dist. Buldana (M.S.) 443 201
NAAC 'B' GRADE



Annual Quality Assurance Report
(AQAR)
Academic Year: 2015-16

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PART-A

Data of Institution:

1	Name of Institution	Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana Maharashtra
	Name of Head of Institution	Dr. Nilkanth Baliram Bhusari
	Designation	Principal
	Does the Institution functions from own campus	Yes
	Phone number/ Alternate phone number	07264-242088
	Mobile number	9421463410
	Registered e-mail	shivajichk@rediff.com
	Alternate e-mail	principalscc@gmail.com
	Address	Near BDCC Bank, Pandharinath Patil Square
	City town	Chikhli, Dist. Buldana
	State/UT	Maharashtra
	Pin Code	443201

2	Institutional Status Affiliated/Constituent	Affiliated
	Type of Institution: Co-education/Men/Women	Co-education
	Location: Rural/Semi-urban/Urban	Semi-Urban
	Financial Status : (Please Specify) Grants-in aid/UGC 2f and 12 (B)/ Self-financing	Grants-in aid/UGC 2f and 12 (B)/Self-financing
	Name of Affiliating University	Sant Gadge Baba Amravati University, Amravati
	Name of IQAC Co-ordinator	Dr. Anil Mahadeorao Garode
	Phone number/ Alternate phone number	07264-242088
	Mobile	9850363280
	IQAC e-mail address	shivajichikhliiqac@rediffmail.com
	Alternate e-mail address	anilgarode@gmail.com

3. Website address: www.shivajichk.com

Web-link of the AQAR: <http://shivajichk.com/wp-content/uploads/2019/12/AQAR-2015-16-2.pdf>

4. Whether the academic calendar papered during the year? Yes (See Annexure A)

If yes, whether it is uploaded in the institutional website: Yes

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	2.72	2004	From:16/02/2004 To 15/02/2009
2 nd	B	2.82	2014	From: 24/09/2014 To 23/09/2019

6. Date of Establishment of IQAC: 01/07/2010

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for prompting quality culture		
Item/Title of the quality initiatives by IQAC	Date and Duration	Number of participants/ beneficiaries
Seven Day Workshop On Human Rights.	28/10/2015 to 03/11/2015 7 Days	82
Workshop On Right to Information	01/03/2016	72
Regional Level Wild Vegetable Competition	15/09/2015	75
District Level Student Research Competition <i>Avishkar</i>	26/10/2015	119

8. Provide the list of funds by Central/ State Government:

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Department of Political Science	Human Rights Education	UGC	January 2015	1,20,000/-

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

10. No. of IQAC meetings held during the year: 02

The minutes of IQAC meeting and compliance to the decision have been uploaded on the institutional website: Yes

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

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

- Regional level wild vegetable competition
- Seven days short term course on “Human Right Education”
- Workshop on Right to Information
- District level *Avishkar* Competition in collaboration with association with S.G.B. Amravati University, Amravati

13. 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	Achievement/Outcomes
1. Remedial coaching classes for slow learners	Remedial coaching classes started
2. Increase in library books	Purchased new books
3. Blood donation camp	100 students participated in Blood Donation Camp. Awareness about importance of blood donation and social responsibility was created among students.
4. Organisation of sport events	<ul style="list-style-type: none"> • Regional Level Shivaji Olympiad Tournament, • University Level Intercollegiate Cricket Tournament
5. More participation of students in field activities	Students participated in field activities
6. Workshop on Right to Information	Workshop on Right to Information organised
7. Regional level wild vegetable competition	Regional level wild vegetable competition organised
8. Planning for water conservation and rain water harvesting	Water conservation and rain water harvesting system developed.

14. Whether the AQAR was placed before statutory body? Yes

15. Whether NAAC/or any other accredited body (s) visited IQAC or interacted with it to assess the functioning? No.

16. Whether institutional data submitted to AISHE: Yes

Year: 2015

Date of Submission: 13/03/2015

17. Does the institution have Management Information System?

Yes

If yes, give brief description and the list of modules currently operational (Maximum 500 words)

The IQAC collects data every year from all the departments about the academic and extension activities conducted throughout the academic year highlighting academic progress of the students, extension activities, research activities, seminars, remedial coaching, faculty development courses, annual reports and photographs of various activities. The collected data is stored on a common system in IQAC office. The collected data is analysed and used for official and academic purpose.

The administrative data is collected through Campus ERP software on a common server about college account, details of admission process, enrolment of students in the university, issuance of bona fide certificate and transfer certificate etc. On demand from the statutory bodies, data is provided as and when needed.

PART-B
CRITERION-I-CURRICULAR ASPECTS

1.1 Curriculum Planning and Implementation

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

Our college is affiliated to S. G. B. Amravati University, Amravati. The Curriculum is designed by the university and it is implemented by the college. The members of Board of Studies at the university are elected from the faculties working in different affiliated colleges. The designed curriculum is made available on the university website and the college website.

As curriculum is designed by the university, the responsibility of the college is to implement the curriculum effectively. We have developed the mechanism for well-planned curriculum delivery:

1. In the beginning of each Academic Session, Academic Calendar is prepared by the IQAC, highlighting important events and availabilities of Teaching Days, Schedule of Unit Tests etc.
2. The IQAC organizes a meeting of all the faculty members to present the result analysis of each subject of all the three faculty viz. Science, Arts and Commerce. After evolution of the achievements and failures of the past year, fresh modalities are checked out for upcoming new academic year.
3. The IQAC prepares the Centralized Time Table for the implementation of teaching work as per the university norms of all the three faculties. Further the departments distribute the teaching work and prepare the Annual Teaching Plan as per the availability of number of lectures. The Annual Plan and Daily Teaching Work are noted down in the Academic Diary.
4. As a part of continuous evaluation, unit tests are conducted to evaluate the progress of the students. In addition to the Unit Tests, Assignments, Seminars, Project Assignments are allotted to the students as a part of internal assessment. Study Tours and Field Study are also organized to enrich the practical based knowledge.
5. In addition to the conventional method, some topics from the syllabus are demonstrated by using PPTs, Educational Videos and Virtual Lectures. Group Discussion is organized to motivate the students to share the ideas on some important topics from the syllabus and current issues and events.
6. The faculties participate in research activities such as Publication of Research Papers, participation and presentation of Research Papers in conferences and workshops and the faculty members also participate in Faculty Development Programmes such as Orientation and Refresher Courses and Short-Term Courses organised by HRDC of different universities.
7. Guest Lectures/ Special Lectures are arranged by the departments. Experts of concerned subject deliver lectures to update the knowledge of students with recent developments.
8. Central Library plays a vital role in the teaching and learning process. Students as well as teachers can refer reference books, encyclopedias, e-books, journals and e-journals in the library.
9. In addition to academic development of student, physical development is also important. The Physical Education Department of the colleges arranges various sports events. Regular sport practice is also arranged.
10. Cultural programmes are also organised in the Annual Gathering every year. Students also participate in Youth Festival.

Besides these regular activities, Staff Council Meetings are held to discuss the difficulties in the teaching learning process and other relevant matters of the college.

1.1.2 Certificate/Diploma Courses introduced during the academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	Focus on employability/ Entrepreneurship	Skill development
Communication skill in English	Nil	15/09/15 15/09/15 to 09/01/16	This course helps the students to seek job opportunities	Interview presentation and group discussion

1.2 Academic Flexibility			
1.2.1 New Programmes/courses introduced during the Academic year:			
Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	Nil	Nil	Nil

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the Academic year.					
Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year		
No of Students	Certificate	Diploma Courses
13	Communication skill in English	00

1.3 Curriculum Enrichment:		
1.3.1 Value-added courses imparting transferable and life skills offered during the year:		
Value added courses	Date of introduction	Number of students enrolled
Communication skills in English	15/09/15	13
Environmental Studies	2007	349

1.3.2 Field Projects / Internships under taken during the year:	
Project/Programme Title	No. of students enrolled for Field Projects / Internships
Zoology Department:	
• To Study Sericulture at Pimpalgaon.	41 BSc-III students
• Study on Cattle and Goat project, Apiculture and Vermicomposting.	40 BSc-II students
Botany Department:	
• Study of biodiversity of Chikhaldara forest.	30 BSc-II and B.Sc.-III Students
Microbiology Department:	
• Study on Clinical Techniques and hygiene awareness at Civil	30 BSc-II and B.Sc.-III

Hospital and District Health Lab. • Study of Chilling process at Government Milk Chilling Plant.	Students 36 B.Sc.-I Students
Political Science Department : • Study on Legislative Assembly Work at Nagpur (Winter Session-2015)	01 student
Commerce Department: • Internship in Shivrana Co-operative Credit Society Chikhli.	20 Students

Feedback System				
1.4.1 Whether structured feedback received from all the stakeholders.				
1) Students	2) Teachers	3) Employer	4) Alumni	5) Parents
Yes	Yes	No	Yes	Yes

1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (Maximum 500 words)

STUDENTS FEEDBACK & ACTION TAKEN REPORT

Feedback system is developed in the college to evaluate overall development of the institution regarding infrastructural development, Sport Activities, Discipline, Awareness about Moral And Ethical Values, Curricular Activities, Administration, Currier Oriented Programmes, Library Facility, Cultural Activities, Extra-curricular Activities conducted by National Cadet Corps and National Service Scheme.

Further feedback is also taken about Internet Facility, Canteen Facility, Anti-Ragging Cell, Remedial Coaching, Boys Hostel Facility, Curricula designed by university and its Skill Development Potentials, feedback regarding Teaching Methodology, Effective Communication and Counselling of Students by teachers.

The feedback is taken in the Grade Form such as A- Excellent, B- Very Good, C- Good, D- Satisfactory, E- Unsatisfactory. The analysis of the feedback shows satisfaction on overall functioning of the college. The college administration tried to take action on the demands of the stake holders.

For the year 2015-16, feedback is taken from Students, Parents, Teachers and Alumni. The feedback is analyzed and discussed with the head of the institution and following decisions were taken to enhance curricular and co-curricular and extra-curricular activities in the college for the further development of students:

- Students encouraged to participate in Pulse Polio Immunization Campaign, Cleanliness Activities.
- The surrounding periphery of the college has green -lush greenery. Every year, Tree plantation has been organized.
- Sports events like Shivaji Olympiad Tournament, State level Rugby Tournament, Annual Sports Week and University Level Inter-Collegiate Cricket Tournament were arranged.
- Under, “N-list” scheme, 6000 e-journals, e-books made available for teachers, research Scholars and PG students.

- A district level research fair, “Avishkar” organized in the college in collaboration with SGB Amravati University, Amravati.
- Students encouraged to participate in state level Microbiological Contest.
- An Innovative Competition of “Traditional Knowledge of Wild Vegetables” is organized for all age groups.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile			
2.1.1 Demand Ratio during the year			
Name of the programme	Number of seats available	Number of applications received	Students Enrolled
FYBSC	220	300	254
SYBSC	220	190	185
TYBSC	120+100	150	136
FY B. COM.	220	175	158
SY B. COM.	220	90	85
TYB. COM.	220	80	76
FYBA	220	250	234
SYBA	120	85	79
TYBA	120	60	59
FYMA HISTORY	80	25	20
SYMA HISTORY	80	20	11
FYMA MLT	80	20	14
SYMAMLT	80	01	01
FYMA POLITICAL SCI	80	21	21
SYMA POLITICAL SCI	80	11	11
FYMSC COMPUTER SCI	20	09	09
SYMSC COMPUTER SCI	20	06	06
FYMSC MICRO	16	25	18
SYMSC MICRO	16	09	09
FYMCOM	80	37	37
SYMCOM	80	05	05

2.2 Catering to Students Diversity					
2.2.1 Student- Full time teacher ratio (Current year data)					
Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2015-16	1266	162	28	0	07

2.3 Teaching - Learning Process					
2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)					
Number of teachers on roll	Number of teachers using ICT (LMS, e-Resources)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used

28	20	LCD/OHP/INTERNET 03	8 LCD Projector in laboratories	00	PPT/VIDEOS/LINK 03
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2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)

Mentoring system has been developed in the college by keeping in mind the educational development and carrier counseling of the students. As this college is surrounded by many villages, several students having economically and educationally weak background take admission, they need special attention. All the teachers are the members of mentoring committee. After the completion of admission process, the total numbers of students are divided faculty wise among the member of mentoring committee. Following steps are taken by every mentor to guide the students:

- Each mentor guides the students for their carrier development and higher studies.
- The students also guided about preparation for competitive examinations and how to seek job opportunities.
- The mentors also solve common problems regarding their studies.
- The mentors inform the mentees regarding government schemes to avail financial support in time. Further the students are guided about carrier options also.
- Every year through placement cell a workshop on carrier guidance is organized. Mentees are motivated to participate in it.
- Induction program is organized every year to clarify the basic concept of the students.
- Research competitions organized at university and inter collegiate level in the concerned categories like 'Avishkar'.
- The mentees are guided to participate in seminars competitions & poster presentations.
- To inculcate research abilities among the postgraduate students are motivated to prepare their projects.
- Students are guided to prepare and appear for competitive examinations through Kalptaru Study Center.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1428	28	1: 51

2.4 Teacher Profile and Quality

2.4.1 Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D.	NET/SET
42	28	14	00	13	09

2.4.2 Honors and recognitions received by teachers

(received awards, recognition, fellowships at State, National, International level from Government, recognized bodies during the year)

Year of award	Name of full time teachers receiving awards from state level,	Designation	Name of the award, fellowship, received from
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	<i>national level, international level</i>		<i>Government or recognized bodies</i>
2015	Dr. J. J. Jadhao	Assistant Professor	Ph.D.
2015	Dr. G. T. Ambhore	Assistant Professor	Ph.D.
2015-16	Dr. G. G. Malte	Assistant Professor	Director of Student Welfare and Co-ordinator of NSS SGBAU Amravati.

2.5 Evaluation Process and Reforms:

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
B.Sc.	B.SC. I	SEMESTER I	14/12/2015	30/01/2016
B.Sc.	B.SC. I	SEMESTER II	23/05/2016	02/07/2016
B.Sc.	B.SC. II	SEMESTER III	10/12/2015	25/01/2016
B.Sc.	B.SC. II	SEMESTER IV	20/05/2016	10/07/2016
B.Sc.	B.SC. III	SEMESTER V	09/12/2015	22/01/2016
B. Sc.	B. SC. III	SEMESTERVI	19/05/2016	28/07/2016
B.A.	B.A. I.	Annual	29/04/2016	12/06/2016
B.A.	B.A. II	Annual	16/05/2016	20/07/2016
B.A.	B.A.III	Annual	25/04/2016	02/06/2016
B.Com	B.Com I	Annual	04/04/2016	05/06/2016
B.Com	B.Com II	Annual	23/04/2016	01/07/2016
B.Com	B.Com III	Annual	06/04/2016	02/06/2016
M.Com	M.Com I	Semester I	03/12/2015	20/01/2016
M.Com	M.Com I	Semester II	16/05/2016	05/07/2016
M.Com	M.Com II	Semester III	04/12/2015	20/01/2016
M.Com	M.Com II	Semester IV	14/05/2016	07/07/2016
M.Sc.	M.Sc. I (Microbiology)	Semester I	03/12/2015	05/02/2016
M.Sc.	M.Sc. I	Semester II	25/05/2016	15/07/2016
M.Sc.	M.Sc. II	Semester III	04/12/2015	30/01/2016
M.Sc.	M.Sc. II	Semester IV	26/05/2016	08/07/2016
M.Sc.	M.Sc. I (Computer Sci.)	Semester I	03/12/2015	05/02/2016
M.Sc.	M.Sc. I (Computer Sci.)	Semester II	25/05/2016	15/07/2016
M.Sc.	M.Sc. II (Computer Sci.)	Semester III	04/12/2015	30/01/2016
M.Sc.	M.Sc. II (Computer Sci.)	Semester IV	26/05/2016	08/07/2016
M.A.	M.A. I (MARATHI)	Annual	28/04/2016	10/06/2016
M.A-	M.A-II	Annual	27/04/2016	15/06/2016
M.A.	M.A. I (HISTORY)	Annual	28/04/2016	08/06/2016
M.A.	M.A. II (HISTORY)	Annual	27/04/2016	10/06/2016
M.A.	M.A.I (POLITICAL SCI)	Annual	28/04/2016	02/06/2016

M.A.	M.A.II (POLITICAL(SCI))	Annual	27/04/2016	06/06/2016
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2.5.2 Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Teaching learning and evaluation are integrated and indissoluble components of education. The evaluation system serves as an aid in the process of learning. As per the guidelines of SGB Amravati University, 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 is 20% in CIE and 80% in ESE/EAE in 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 Continuous Internal Evaluation. All the HODs and respective teachers are informed to follow the guidelines of the university regarding the internal evaluation. To ensure the progress and transparency in CIE following steps are taken by the faculty:

1. The (CIE) Marks are shown to students. Its exercise ensures:

- a) Providing Feedback to students on mistakes committed.
- b) Providing opportunity to learn subject more accurately and adequately.

2. Instant Exam:

If any student fails in first test, instantly second test is taken to provide opportunity to improve his/her performance.

3. Comprehensive internal Evaluation system:

The question papers of the unit tests are framed on the basis of university question paper pattern including Multiple Choice Questions, Answer in One Sentence Questions, Short And Long Answer type Questions to have a comprehensive understanding of University Semester Question Paper Pattern.

4. Transparency in Evaluation:

Internal evaluation is entirely the responsibility of the teacher, 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.

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

- The Institution ensures effective time management and timeliness academic calendar is publish at the beginning of the session.
- The college carries out effective planning to stick to academic calendar this allows the teacher and students to space out their teaching learning and regular assessment of the same
- Academic calendar is prepared by IQAC at the commencement of each academic year.
- The details submitted by each department in respect of curricular, co-curricular, evaluation and extension activities.
- Our academic calendar provides important information about teaching dates, examination dates, day celebration, birth and death anniversary of eminent personalities.

- On the basis of this the routing time table prepared of the entire session.

2.6 Student Performance and Learning Outcomes:

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

<http://shivajichk.com/wp-content/uploads/2019/12/Program-Outcomes.pdf>

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/ year examination	Pass Percentage
B. Sc. III Semester	Physics	48	39	81.25%
	Electronics	20	15	75.00%
	Computer Sci.	27	09	33.33%
	Mathematics	45	39	86.67%
	CPA	09	03	44.44%
	Botany	30	23	76.66%
	Microbiology	23	18	78.26%
	Zoology	39	16	41.0%
B. A. Annual	English	26	18	69.23%
	Political Sci	25	21	84.00%
	Economics	17	15	88.00%
	History	23	22	96.00%
	Marathi	56	53	94.64
	Home Economics	05	03	60.00%
B. Com Annual	CMA	46	45	97.83%
	BFC	46	44	95.65%
	EOE	46	46	100.00%
	BM	46	44	95.65%
	IWWW	46	46	100.00%
M. Sc. Semester	Computer Sci	04	03	75%
	Microbiology	04	04	100%
M. Com	M. Com. Sem-IV	03	03	100%

2.7 Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institutionalists parameters of the college may design the questionnaire) (results and details be provided as weblink)

<http://shivajichk.com/wp-content/uploads/2019/12/Feedback-of-students-2015-16.pdf>

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research				
3.1.1 Research funds sanctioned and received from various agencies, industry and other organizations				
Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects				
Minor Projects	2015-2019	UGC	Rs.4,90,000/-	Rs. 80,000/-
Interdisciplinary Projects				
Industry sponsored Projects				
Projects sponsored by the University/ College				
Students Research Projects (other than compulsory by the College)				
International Projects				
Any other(Specify)				
Total			Rs.4,90,000/-	Rs. 80000/-

3.2 Innovation Ecosystem		
3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year		
Title of Workshop/Seminar	Name of the Dept.	Date(s)
Nil	Nil	Nil

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year				
Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
Drip irrigation system	Ku. B. R. Lakde Ku. S S. Lokhande	Sant Gadge Baba Amravati University, Amravati, (Avishkar Competition)	31/10/ 2015	Student
Mobile phone as potential reservoir of bacterial pathogen: A case study of college campus	Mr. S. A. Shinde	Sant Gadge Baba Amravati University, Amravati (Avishkar Competition)	10/10/ 2015	Student
Waste management is must for green chemistry	Ku. P. S. Bharad Ku. P. K. Golande	Sant Gadge Baba Amravati University, Amravati (Avishkar Competition)	31/10/2015	Student
Microbial fuel cell	Ku. D. C. Sewalkar Ku. S. K. Dongre	Dada Patil College, Karjat, Dist. Ahmadnagar	17/08/2015	Student

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

Incubation Centre	Name	Sponsored by
Nil	Nil	Nil
Name of the Start-up	Nature of Start-up	Date of commencement
Nil	Nil	Nil

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	No. of Ph. D's Awarded
Nil	0

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

	Department	No. of Publication	Average Impact Factor, if any
International	Microbiology	01	0
	Botany	01	3.102
National	Political Science	01	0

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

Department	Books / Conference Proceeding books
English	01/02
Marathi	02/0
Electronics	0/02
Mathematics	0/03
Pol. Science	0/01
Physics	0/01
Botany	0/02
Zoology	0/02
Microbiology	0/10

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-citations
Identification and detection of salmonella risk assessment from frozen buffalo meat	A. M. Garode	Journal Bacteriology & Mycology: Open Access	2016	3	Shri Shivaji science and arts college Chikhli Dist-	1

exported from India					Buldana[MS]	
Bioremediation potential of bacterial isolates for principle waste water treatment	A. M. Garode	Current world environment	2015	6	Shri Shivaji science and arts college Chikhli Dist-Buldana[MS]	0

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

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication
Identification and detection of salmonella risk assessment from frozen buffalo meat exported from India	A. M. Garode	Journal Bacteriology & Mycology: Open Access	2016	1	3	Shri Shivaji science and arts college Chikhli Dist-Buldana[MS]
Bioremediation potential of bacterial isolates for principle waste water treatment	A. M. Garode	Current world environment	2015	1	6	Shri Shivaji science and arts college Chikhli Dist-Buldana[MS]

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	07	16	17	01
Presented papers	01	11	0	0
Resource Persons	0	01	01	08

3.4 Extension Activities

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

Title of the Activities	Organizing unit / agency / collaborating agency	Number of teachers Co-ordinated such activities	Number of students participated in such activities
International Yoga Day	NCC	05	110
Kargil Vijay Diwas	NCC	05	131
Road Safety Week	NCC	02	100
Save Girl Child	NCC	04	110
Pulse Polio Drive	NCC	02	25
Cleanliness Campaign	NCC	02	90
Tree Plantation Camp	NSS	04	180
Rally on Mahatma Gandhi & Lal Bahadur Shastri jayanti	NSS	22	116
Congress Grass Eradication	NSS	02	156
Village level Camp	NSS	02	100

Sant Gadge Baba Smruti Din	NSS	02	110
Rally on Dr. Panjabrao Deshmukh Jayanti	NSS	22	120
Youth Day	NSS	02	115
Social Harmony Day	NSS	02	105
Hutatma Day	NSS	02	120

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year			
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
Tracking Camp	Selection for tracking camp	NCC "valley of flowers" Uttarakhand	03
Tracking Camp for Female	Selection for tracking camp	NCC Sukana Darjiling	02
Best ANO	Best ANO Award	Amravati Group, NCC	01
Thal Sainik Camp	Selection For Thal Sainik Camp, Amravati	NCC	03
Republic Day Parade	Second Prize	Amravati Group, NCC	06
Army Attachment Camp	Best Cadet Award	Pune Group NCC	10
Annual Training Camp	First Prize	13 Mah Bn NCC, Khamgaon	04
Adventure Camp	Selection	Regional Mountaineering Centre, Dharamshala, Govt. Himchal Pradesh	01
Youth Personality Development Workshop	Participation	SGBAU, Amravati	01
20 th National Youth Festival	Selection	Raipur, Chhattisgarh, Ministry of Youth Affairs, Govt. Of India	01

3.4.3 Students participating in extension activities with Government Organizations, Non-Government Organizations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organizing unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
Swach Bharat Abhiyan	13 Mah Bn NCC, Khamgaon, NSS (College & SGBAU)	Swach Bharat Abhiyan	02+02	80+130
AIDS Awareness Program	Rural Hospital, Chikhli, NCC & NSS	AIDS Awareness	02+02	80+85
Blood Donation Camp	Govt. Hospital, Buldana	Blood Donation	02	10
Road Safety Week	Police Station, Chikhli, NCC & NSS	Road Safety	02+02	131+110
Vruksha Dindi	NSS(College & SGBAU)	Environment Awareness	02	130

Social Harmony Week	NSS(College & SGBAU)	Social Harmony	02	115
Blood Donation Camp	Govt. Hospital , Buldana	Blood Donation	02	90
Literacy Week	SGBAU Amravati	Literacy	02	110
Personality Development Camp	NSS	Personality Development	02	110

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Internship	Study of Banking work	Shivrana Co-operative Credit Society Chikhli.	1/12/2015 to 07/12/2015	20

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organization	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Anuradha college of pharmacy & Dept. of Microbiology, Shri Shivaji Sci. and Arts College Chikhli	23/04/2015	Mobility of Students & Faculty members, research project & placement activities	10 – Students 05-Teachers
Sant Tukaram College, Parbhani (STCP) & Dept. of Microbiology, Shri Shivaji Sci. and Arts College Chikhli	15/10/2015	Mobility of Students & Faculty members, research project & placement activities	02 – Students 02-Teachers

Criterion-IV Infrastructure and Learning Resources

4.1 Physical Facilities	
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year.	
Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
Rs. 400,000/-	Rs. 431,317/-

4.1.2 Details of augmentation in infrastructure facilities during the year		
Facilities	Existing	Newly added
Campus area	18.5 Acres	0
Class rooms	19	0
Laboratories	16	0
Seminar Halls	02	0
Classrooms with LCD facilities	08 Labs	0
Classrooms with Wi-Fi/ LAN	College Campus	0
Seminar halls with ICT facilities	01	0
Video Centre	Nil	0
No. of important equipment's purchased (\geq 1-0 lakh) during the current year.	269	99
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 2615470=00	Rs. 386077=00
Others	0	0

4.2 Library as a Learning Resource.			
4.2.1 Library is automated {Integrated Library Management System -ILMS}			
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
Soul 2.0	Partially	2014	2014

4.2.2 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	37407	Rs. 3237144/-	486	Rs. 1,87,877/-	37893	Rs. 3425021
Reference Books	623	Rs. 313792/-	09	Rs. 18,7,55/-	632	Rs. 332547/-
e-Books	97000+	—	0	0	97000+	—
Journals	59	Rs.35028.00	0	0	59	Rs. 35028.00
e-Journals	6000+	Rs. 5000.00	0	0	6000+	Rs.5000

Digital Database	0	0	0	0	0	0
CD & Video	227	—	0	0	227	—
Library automation	Partially Books 25639	—	0	0	Partially Books 25639	—
Weeding (Hard & Soft)	11337	—	0	0	11337	—
Others (specify)	0	0	0	0	0	0

4.3 IT Infrastructure

4.3.1 Technology Up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	65	02	5	01	03	01	11	10 mbps	0
Added	0	0	0	0	0	0	0	0	0
Total	65	02	5	01	03	01	11	10 mbps	0

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

10 mbps MBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Nil	—

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

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	Nil

4. 4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
Rs. 2,00,000/-	Rs. 2,31,772/-	Rs. 4,00,000/-	Rs. 3,90,437/-

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

<http://shivajichk.com/wp-content/uploads/2019/12/Maintance-of-Institute-1.pdf>

We follow the following procedure and policy for the maintenance and utilization of Physical, Academic and Support facilities:

- i. **Class Rooms:** The College runs in two sessions i.e. the Junior College classes are conducted in the morning and the Senior College classes are engaged in the noon session. All the classrooms are utilized for the teaching work. The maintenance of the class rooms is done regularly. All the classrooms are provided with electricity facility and equipped with lamps and ceiling fans. A private sweeper is appointed on daily wages to maintain cleanliness.
- ii. **Laboratory:** All the laboratories are well equipped. The practicals of not only the UG and PG students but also Junior College students are conducted in the laboratories. As three laboratories viz. Botany, Zoology and Microbiology are recognized research laboratories, research work is carried out in these laboratories.

The Lab Attendants have technical knowledge of the equipments used in the laboratories. They maintain the equipments. Sometimes services are hired from private technicians. Equipments are purchased as per the requirement.

- iii. **Library:** The library is open for the students from 8.00 am to 5.00 pm. A separate reading room for students is available. The research students can refer journals and other e-books made available through N-List. PCs with internet facility are available for browsing. Students and teachers utilize the library facility for their academic development.

Regular sweeping and dusting is done in the library. Vacuum Cleaner is used to keep the library dust free. To keep the books safe from pests and other insects service from private Pest Control Agency is hired.

- iv. **ICT Facility:** In addition to the library which provides internet browsing facility, the Laboratory of Computer Science Department, Laboratory of Commerce Department and the Language Laboratory also work as computer centres for students. Internet facility is also available in all the laboratories for the use of students.

All the computers in the college are protected by anti-virus software. The members of the department of Computer Science extend their service to all the departments to maintain the computers. Some of the staff members who have technical knowledge cooperate to maintain the computers. As per need service is hired from private technicians.

- v. **Sports Facility:** The college possesses a large playground. All the outdoor games are played on the ground. The nearby dwellers use it for morning and evening walk also. A well equipped gymnasium is also available for students. Many students practice the outdoor games in the supervision of the Physical Director in the morning and evening time. The gymnasium and open sports ground is maintained regularly by taking services privately.

CRITERION V - STUDENT SUPPORT AND PROGRESSION

5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Meritorious Students Scholarship by Salary earner's Society	42	Rs. 15,300/-
Financial support from other sources			
a) National	Govt. of India (GOI)	534	Rs. 6,95,576/-
b) International	0	0	0

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Soft Skill development, Communication in English including language Lab.	15/09/2015	13	Self
Remedial coaching for weaker student	15/07/2015 to 15/10/2015	496	Self
Yoga & Meditation	21/06/2015 to 28 /06 /2015	60	Shri Ramchandra Mission Chennai Center Chikhli
Kalptaru Study Center for Competitive Examination	01/07/2015	45	Self

5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year.					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2015	Kalpataru Study Centre	45	45	10	10
2016	General aptitude test of Chemistry	10	10	0	0
	Campus placement (Computer Sci. Dept.)	25	25	11	01
2015	Skill-Will Club -20 Days workshop for communication, job, soft skill in corporate world Eng.-Dept	13	13	0	0
2016	Pre-campus test for B.Com. Final year students	37	37	0	0
2015	Competitive examination workshop	100	100	0	0

	for NSS students organised by S.G.B. Amravati University, Amravati				
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5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year		
Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	Nil

5.2 Student Progression					
5.2.1 Details of campus placement during the year					
On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	Nil	–	–	–	–

5.2.2 Student progression to higher education in percentage during the year					
Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2015	01	Shri Shivaji College, Chikhli	Botany	Vidyabharti Mahavidyalay, Amravati	M.Sc. (Botany)
2015	04	Shri Shivaji College, Chikhli	Physics	GVISH, Amravati, University Dept. Shivaji College, Akola	M.Sc. (Physics)
2015	04	Shri Shivaji College, Chikhli	Chemistry	GVISH, Amravati, University Dept., Jijamata Mahavidyalay, Buldana, Shivaji College, Akola	M.Sc. (Chemistry)
2015	07	Shri Shivaji College, Chikhli	Mathematics	GVISH, Amravati, University Dept. Shivaji College, Akola	M.Sc. (Math)
2015	10	Shri Shivaji College, Chikhli	Microbiology	SGB Amravati University, Shri Shivaji College, Chikhli	M.Sc. (Microbiology)
2015	13	Shri Shivaji College, Chikhli	Computer Science	SGB Amravati University, Shri Shivaji College, Chikhli	M.Sc. (Computer Science)
2015	05	Shri Shivaji College, Chikhli	History	Shri Shivaji College, Chikhli	M.A. (History)
2015	03	Shri Shivaji College, Chikhli	Political Science	Shri Shivaji College, Chikhli	M.A. (Political Science)
2015		Shri Shivaji	Commerce	Shri Shivaji College,	M.Com.

	20	College, Chikhli		Chikhli	
2015	03	Shri Shivaji College, Chikhli	Zoology	G.S. College, Khamgaon	M.Sc.- (Zoology)
2015	01	Shri Shivaji College, Chikhli	Electronics	SGB Amravati University, Amravati	M.Sc.- (Electronics)

5.2.3 Students qualifying in state/ national/ international level examinations during the year (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)		
Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	0	Nil
SET	04	CHE-650582, 650458, 620156, HIS- 546539
SLET	0	Nil
GATE	0	Nil
GMAT	0	Nil
CAT	0	Nil
GRE	0	Nil
TOFEL	0	Nil
Civil Services	0	Nil
State Government Services	0	Nil
Any Other	13	Nil

5.2.4 Sports and cultural activities / competitions organized at the institution level during the year		
Activity	Level	Participants
Cricket, Athletics, Kho-Kho, Kabaddi,	University	62
District level <i>Avishkar</i> competition	University	119
Folk dance, Mime, Solo song/Dance/One act play, Mimicry, Debates	College	110
Gandhain thought enculturation exam (Gandhi vichar sanskar pariksha)	College	76
Student Aptitude Test of Economics	College	78
General aptitude test of Chemistry	College	10
Pre-campus test for B.Com.-III students	College	37
Rangoli competition	College	27
Poster presentation competition	College	11
Handcraft competition	College	7
Mehandi competition	College	18
Flower arrangement and dish decoration	College	13
State level Microbiological screening test	College	38
C-Skill programming competition (Complex-2016)	College	49

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2015	Bronze Medal	State Level	01			Mr. Gopal Hade
2015	Silver Medal	University Level	01			Mr. Sandip Bithare

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

- 1) As per lawful provisions of the SGB Amravati University , Student representative council & representation of students on academic & administrative bodies are to be formed for deliberations of student rights and their participation in educational mechanism like associations of the departments, Cultural program in Annual Gathering, Sports events etc.
- 2) Institution has constituted student council committee to look after all the students welfare activities.
- 3) As per Scheduled programme Class representative of various classes are nominated on the merit basis. Also representation from N.S.S., N.C.C., Cultural & Sports is invited on merit basis.
- 4) Meetings of the SRC are being arranged to observe various events like Welcome programme, Guest lectures, Sport, Cultural, Blood donation camp, Plantation, Birth & death anniversary of great social reformers & thinkers, farewell programmes etc.
- 5) All these activities are assisted by financially by the institution.

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

- 1) Yes, the institution has registered Alumni association. In every academic year two meetings of alumni are arranged to discuss problems related to student's Facility. Association organised tree plantation, Help to needy and poor students, books distributed to needy students and help for the development of college.
- 2) 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.

5.4.2 Number of enrolled Alumni

81

5.4.3 Alumni Contribution during the year (In rupees)

Nil

5.4.4 Meetings/activities organized by Alumni Association:

In academic year 2015-16, two meetings of alumni are Organised to discuss problems related to student's facility, Institutional infrastructure, Different activities such as blood donation, Tree Plantation, Help to needy and poor students for development of college, Health Checkup & Physical efficiency Test are taken by our Alumni and renowned Medical Practitioner. Alumni are always in touch through individual relations, telephone, media, social sites like Facebook, Twitter etc. During the meetings Student's problems, expertise sharing is done.

CRITERION VI – GOVERNANCE LEDERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (max. 500 words)
<p>The academic administration is decentralized by forming various committees. Management plays a vital role to offer operational autonomy at different levels. The committees like IQAC, Purchasing Committee, Academic Monitoring Committee, Admission Committee, and Library Advisory Committee, work under the supervision of the Principal of the college. The heads of the departments are empowered for perfect decentralized governing system. The committees are provided freedom to design the schedule of activities, time tables, workshops, guest lectures, etc.</p> <p>Head of the departments supervise the departmental activities, development plans and research. They are also given freedom to enrich the departments and laboratories through budgetary provision.</p>
6.1.2 Does the institution have a Management Information System (MIS)?
Partial.
6.2 Strategy Development and Deployment:
6.2.1 Quality improvement strategies adopted by the institution for each of the following (within 100 words each)
<p>❖ Curriculum development:</p> <p>The institution implements all the undergraduate and post graduate courses run by Sant Gadge Baba Amravati University, Amravati. For certificate course like Communication Skills in English Language, staff members of the English department have added some basic grammatical and practical heads for the development of the students.</p> <p>There are some faculties working as members on Board of Studies (B.O.S.). Now and then they suggest certain addition to curriculum at university level to enhance the quality of the syllabus so that students should get knowledge that could be helpful for them in their future career.</p>
<p>❖ Teaching and Learning:</p> <p>The institution focuses on following measures for effective teaching learning process:</p> <ol style="list-style-type: none">Recruitment of highly qualified and skilled non-teaching staff.Library, laboratory and ICT facilities are provided to the students.Reference books, journals, periodicals and other learning sources are easily made available for both teachers and students.Teachers are permitted to participate in Refresher Courses, Orientation Courses, conferences, seminars, Short Term Courses, Faculty Development Programmes, etc. for updating knowledge.The prizes and awards are given to the students through college credit society and the teachers to encourage them regarding their performances.
<p>❖ Examination and Evaluation:</p> <p>For the smooth functioning of the examinations like unit tests, semester pattern examinations and its evaluation, principal, officer in-charge of examination and related staff</p>

conduct meetings often. Staff members of the college are intimated timely regarding the modified rules of the examinations. Internal evaluations such as assignments, written tests, oral tests, project reports are conducted. Throughout the year, as per the schedule of the evaluation process is followed for the betterment of students' performance.

❖ **Research and Development:**

To enhance the research among the staff members Research Promotion Committee is formed. It has got definite outcome such as-

- i) Teachers are made aware about the various research schemes so that they invite proposals for MRPs.
- ii) Faculties participate in research activities like seminars, workshops, conferences, etc.
- iii) Emphasis is given on publication of research papers, articles, books, etc.
- iv) For research activities infrastructural facilities are provided.
- v) Study leave is granted for those who desire to work under FIP.

As an output of such encouragement, till now thirteen teachers have been awarded the highest academic degree like Ph. D. and five are pursuing

❖ **Library, ICT and Physical Infrastructure / Instrumentation:**

The institution has well equipped library building along with the numerous text books, reference books, periodicals of faculties like Arts, Commerce, and Science. The total numbers of books in the library are 38030. 227 CDs and videos are available in the library.

Sr. No.	Text Books	Reference Books	Journals	e-books	e-journal
1.	37893	632	59	97000+	6000+

For the advance study INFLIBNET facility is also provided to the students and teachers. Separate reading room is allotted to the students. The college has made available separate Study Centre for Competitive Examinations - 'Kalpataru' for the students. As an outcome of it, many students cleared various competitive exams.

❖ **Human Resource Management:**

The college perennially work for the overall development of its staff members and students to ensure a healthy atmosphere. Many students take the benefit of gym of the college for their physical fitness. Cultural programmes are conducted to develop the personality of students and to make them aware of the social responsibility to build the strong nation. In such league programmes special days like Yoga Day, Women's Day, Forest Conservation Day, and Ozone Day are organized. Duty leaves are sanctioned by the principal to the teachers who participate and give their contribution in national and international conferences, Short Term Courses, seminars, etc.

❖ **Industry Interaction / Collaboration:**

Keeping in view today's corporate scenario, the students and staff members, industrial study tours are organized. It encourages and inspires the students about their future and motivate them regarding the employability. The departments of Botany and Micro-biology have MoU with Anuradha Pharmacy College, Chikhli, Dist. Buldana. The college also arranges placement drive in the campus. Department of Botany has collaboration with Anuradaha Pharmacy college, Chikhli, Dist. Buldana. Dr. V. U. Pochhi madam guided the students in identifying the plants for their projects. The students were given authentication certificates.

Admission of Students:

The college undertakes online admission process. Every data of the students is saved and kept secret. It has formed admission committee which takes care of the filling up the admission and assists to the students in this regard. Their forms are also scrutinized and verified by the members of the admission committee. Students are also guided by the teachers so that they take proper decision and select their branches like Arts, Commerce and Science.

6.2.2 Implementation of e-governance in areas of operation:

❖ Planning and Development:

The college has software Campus ERP that preserves and provides complete data of academic and official under one system of online information.

❖ Administration:

The college adopted the policy of minimum use of papers and to some extent work is done online such as notices, admission, reading e-journals, etc. It has become so useful and helpful for smooth functioning administration. It is one of the transparent ways of administration to share the views with saving time.

❖ Finance and Accounts:

With the help of computerization, data of finance and accounts is being preserved very safe. The related documents are scanned properly; e-filling and budget transactions are done systematically by the software. The management has a bird's eye view over the finance and account of the college for smooth functioning of the grants in collaboration with the principal of the institute. Oftenly the guidance of the management is sought.

To fulfill the mission of the institution, it takes the help of the financial sources such as- fees collected from the students, non-salary grant from the state government UGC grant, etc.

❖ Student Admission and Support:

Online tools are used for the students' admissions so that the students can be kept easily in contact with the teaching and non-teaching staff. Through the Whats-App messages and SMS they are informed now and then regarding their attendance, the dates of examination, filling up the scholarship forms, etc. they are also conveyed frequently academic and official activities.

❖ Examination:

The college conducts examinations like unit tests, semester wise Winter and Summer exams with the help of teaching and non-teaching members. It is being conducted as per the instructions of the rules and regulations of Sant Gadge Baba Amravati University, Amravati. For the sake of students and smooth administration of exams, notices and roll numbers are flashed on the notice to avoid the chaos of the students.

The principal, officer-in-charge and co-officer of examination carry major responsibility of examinations. Apart from that the marks of internal assessment are sent to the examination department of the university. Before sending the marks to the university, marks of unit tests and assignments are displayed on the notice board. If the students have any query, it is rectified legally and afterwards marks are sent to the concerned department of the university.

6.3 Faculty Empowerment Strategies

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

Year	Name of the teacher	Name of conference / workshop attended for which	Name of the professional body for	Amount of support
------	---------------------	--------------------------------------------------	-----------------------------------	-------------------

		financial support provided	which membership fee is provided	
2015-16	Nil	Nil	Nil	Nil

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non-teaching staff during the year.					
Year	Title of the professional development programme organized for teaching staff	Title of the administrative training programme organized for non-teaching staff	Dates (from----to)	No. of participants (Teaching Staff)	No. of participants (Non - Teaching Staff)
2015	7 Days Short Term Course on Human Right	Nil	28-10-15 to 03-11-15	87	Nil

6.3.3 No. of teachers attending professional development programmes, viz., Orientation programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year.		
Title of the professional development programme	Number of teachers who attended	Date and Duration (from----to)
Orientation Course	01	02/05/2016 to 28/05/2016 (27 days)
Orientation Course	01	25/04/2016 to 20/05/2016 (27 days)
Orientation Course	01	26/11/2015 to 23/12/2015 (27 days)
Orientation Course	02	02/05/2016 to 28/05/2016 (27 days)
Short Term Course	11	28/10/2015 to 03/11/2015 (7 days)

6.3.4 Faculty and Staff recruitment (no. for permanent / fulltime recruitment)			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
28	28	38	38

6.3.5 Welfare schemes for	
Teaching	Shri Shivaji Employees Credit Society, Chikhli , Dist. Buldana
Non-teaching	Shri Shivaji Employees Credit Society, Chikhli , Dist. Buldana
Students	<ul style="list-style-type: none"> • Earn and Learn Scheme • Students' Scholarship Awards

6.4 Financial Management and Resource Mobilization
6.4.1 Institution conducts internal and external financial audits regularly (within 100) words
<p>The institute carries out every year the internal and external academic audit. Internal audit is conducted by the auditor Bhagwan Nagwani and Co. appointed by the management. The external audit is conducted by the government senior auditor of Amravati division and finally from the auditor, Nagpur.</p> <p>Before the College Development Committee the audited reports are discussed keeping in view the overall development of the college. If there are any queries, that are solved satisfactorily in the interest of college development</p>
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year.

Name of the non-government funding agencies / individuals	Funds / Grants received in Rs.	Purpose
1. Corpus fund generated by faculty members of college	Rs. 77600/-	College Development
2. Shri Shivaji College Earners Credit Society	Rs. 15300/-	For honour of merit students
6.4.2 Total Corpus Fund Generated	Rs. 92900/-	

6.5 Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes / No	Agency	Yes / No	Authority
Academic	No	Nil	Yes	Academic Audit Committee at college level.
Administrative	Yes	Senior Auditor, Amravati.	Yes	Bhagwan Nagwani and Co.

6.5.2 Activities and Support from the Parent- Teacher Association (at least three)

- Parent Teacher Meet was organized. (27/09/2015)
- Books donation to the Kalpataru Study centre for Competitive Examination
- Tree plantation

6.5.3 Development programmes for support staff (at least three)

- Laboratory Safety Awareness Programme
- Energy Resource Saving Workshop
- Water Management
- Green Army

6.5.4 Post Accreditation initiatives (mention at least three)

- District level *Avishkar* Competitive for students in association with S.G.B. Amravati University Amravati.
- Internal academic audit
- Organisation of workshop on Human Rights (28/10/2015 to 03/11/2015)

6.5.5

- | | | |
|----------------------------------------|---------------|-----|
| i) Submission of Data for AISHE portal | : (Yes / No) | Yes |
| ii) Participation in NIRF | : (Yes / No) | No |
| iii) ISO Certification | : (Yes / No) | No |
| iv) NBA or any other quality audit | : (Yes / No) | Yes |

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (From – to)	Number of participants
2016	Government scheme for local unorganised women workers	01/01/2016	1 Day	107
2015	Regional level wild vegetable competition	15/9/2015	1 Day	75
	Anti-human trafficking awareness programme	6/10/2015	1 Day	51

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities			
7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)			
Title of the programme	Period (from-to)	Participants	
		Female	Male
Women's awareness about legal advice.	06/10/2015 to 06/10/2015	30	0
Women's empowerment programme.	14/10/2015 to 14/10/2015	31	0
Awareness programme of state government scheme for unorganized rural women.	01/01/2016 to 01/01/2016	107	0
Welcome programme of newborn girl child at Rural Hospital, Chikhli.	03/01/2016 to 03/01/2016	04	0
Easy cooking show for women	24/12/2016 to 24/12/2016	52	0

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the College met by the renewable energy sources
<ul style="list-style-type: none"> • Tree plantation- Green drive - 24th July 2016 • Suggestion stickers in each department and rooms about energy saving • Classroom and laboratories with efficient natural lightening to save electricity to minimize use of lights and fans (Specially Botany, Zoology, Microbiology and Electronics departments).

7.1.3 Differently abled (Divyangjan) friendliness		
Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	01
Provision for lift	No	Nil
Ramp/ Rails	Yes	01
Braille Software/facilities	No	Nil
Rest Rooms	Yes	01
Scribes for examination	Yes (As per University Rules)	2
Special skill development for differently abled students	No	Nil
Any other similar facility	Western Commode	02

7.1.4 Inclusion and Situatedness: Enlist most important initiatives taken to address locational advantages and disadvantages during the year						
Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2015	1	1	15/09/2015 1 Day	Wild vegetable competition programme	Importance of wild vegetable	75
2015	1	1	06/10/15	Anti-human	Anti-	51

				trafficking awareness programme	human trafficking	
2015	1	1	25/12/2015 1Day	Voting awareness and oath taking programme	Voting awareness	80
2016	1	1	08/01/2016 1 Day	Blood group detection camp at village Malgani by Zoology Dept.	Blood group detection	15

7.1.5 Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders		
Title	Date of Publication	Follow up (maximum 100 words each)
Teachers diary and Prospectus of college	1 st July	The mission of our institution is " <i>Tamaso-Maa-Jyotirgamaya</i> " i.e. <i>To Lead Me From Darkness To Light</i> . By keeping in mind the mission, we encourage the students to develop educationally, professionally, socially and spiritually to meet the challenges of life. To seek the above mission and goal we follow, the code of conduct designed by UGC and S.G.B. Amravati University, Amravati and our parent body, <i>Shri Shivaji Education Society, Amravati</i> . We also incorporated the required expectations in code of conduct for all the stakeholders and published it in prospectus and teachers diary. We also displayed it on the notice board.

7.1.6 Activities conducted for promotion of universal Values and Ethics		
Activity	Duration (from-----to-----)	Number of participants
International Yoga Day	21/06/2015 to 21/06/2015	46
Shahu Maharaj Birth Anniversary (Social Justice Day)	26/06/2015 to 26/06/2015	51
Celebration of Independence Day	15/08/2015 to 15/08/2015	270
Pandharinath Patil Birth & Death Anniversary	21/09/2015 to 02/10/2015	111
Human rights workshop (7 days short term course)	28/10/2015 to 3/11/2015	82
Universal Human Right Day	10/12/2015 to 10/12/2015	45
Dr. Panjabrao Deshmukh Birth Anniversary	23/12/2015 to 27/12/2015	290
National Voters Day	25/01/2016 to 25/01/2016	72
Celebration of Republic Day	26/01/2016 to 26/01/2016	235
Shivaji Maharaj Birth Anniversary	19/02/2016 to 19/02/2016	78
Gandhigram to Sevagram rally on Gandhian Ideology	24/02/2016 to 24/02/2016	48
Workshop on Right to Information	02/03/2016 to 02/03/2016	72

Dr. Babasaheb Ambedkar Birth Anniversary	14/04/2016 to 14/04/2016	65
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7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
❖ Raksha-Bandhan programme for tree 29 th Aug. 2015
❖ Ozone day awareness programme 16 th Sep. 2015
❖ Water testing analysis programme by Department of Chemistry
❖ Rain water harvesting
❖ Tree plantation programme

7.2 Best Practices:
http://shivajichk.com/wp-content/uploads/2019/11/Best-Practices-2015-2016.pdf

Best Practice-I

- 1) **Title of the practice:** Service to community to maintain health.
- 2) **Goal:** Extension of college resources to the society to maintain health.
- 3) **The Context:** The College has developed four hundred meter running track for the community, teachers and students. Maintenance of health is the main issue now a day. The senior citizens particularly find it difficult to use roads for morning walk due to heavy traffic. In our college, in the morning as well as in the evening many senior citizens as well as youths use the running track.
- 4) **The Practice:** Daily walking is the best exercise for health. It keeps the body away from diseases. Walking refreshes the mind and body. It increases the body's defence mechanism to fight against the diseases. The running cum walking track is one of the unique facilities provided to the society by the college. Many people from the society including women use the track for morning and evening walk.
- 5) **Evidence of Success:** Approximately a hundred people including women and senior citizens visit the college ground and use running track to walk on it. Some of the senior citizens are suffering from diabetes, heart diseases, asthma etc. It has been found that there is improvement in their health conditions.
- 6) **Problems encountered and resources required:** Ignorance about health among the people is the main problem. Awareness needs to be created among the people through special training programmes based on health. People are unaware healthy diet. Further we need to developed open gym for senior citizens.

Best Practice-II

- 1) **Title of the Practice:** Conservation and collection of wild vegetables.
- 2) **Goal:** To study and document the traditional wild vegetable plants in Chikhli region.
- 3) **The context:** Nature has lots of miracles. It is knitted with different shades of colours and variety of medicinal plants. Plants blossom in the beginning of rainy season. Without bowing seeds different types of wild vegetables grown on mountains and in forest. Wild vegetables are nature's gift for us. In tribal region people eat wild vegetables as their food. These vegetables are good in taste and have their own medicinal values.

It has been observed that the traditional knowledge on wild vegetable plants is sharply declining. Unless special efforts are made to educate the younger generation about the importance, the medicinal plants may get lost in near future. The study of the medicine al plant can contribute significantly not only to the developed society but also improve food security in tribal areas as these plants are good sources of required nutrition for health.

- 4) **The Practice:** The collection of wild vegetable plants is the main task of this practice. To collect

the medicinal plants and their medicinal value, a Regional level competition by the Department of Botany was organised. The information regarding the competition was spread through students in the nearby area. For the publicity pamphlets were distributed, the competition details were published in the regional newspaper. To get maximum participation local cable network was also used. It was open for all age groups with good knowledge of wild vegetables. As a result 75 contestant including 50 women and 25 students participated in the competition with their recipes of the wild vegetables. The contestants give detail information about the medicinal value of the plants also. After the examination of the plants and their recipes winners were declared. Participants were given certificates with gifts.

5) Evidence of Success: In this regional level competition 75 contestants participated with 25 different varieties of Wild vegetables. Participants explain its medicinal and nutritional values. Traditional knowledge about these wild vegetables was collected and documented.

6) Problems occurred and resources required: The main challenge is to find and identify the wild vegetables. It is very tedious work to found and collect the wild vegetables in stipulate period because most of the wild vegetables are available in monsoon season. As an approach we visited to local people who have good knowledge of wild vegetables. Students from different villages also collected these plants and its information from local people.

7.3 Institutional Distinctiveness

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

<http://shivajichk.com/wp-content/uploads/2019/12/Institutional-distinctiveness-1-1.pdf>

8. Future Plans of action for next academic year (500 words)

- Beti Bhachav-Beti Padhav (Save Girl Child & Educate Girl Child) programme
- Pre-marriage counselling programme for college girls
- Workshop on women's harassment
- Tree plantation programme
- Blood donation camp
- Internet & Cashless Banking awareness programme
- Wild vegetable competition for environmental consciousness among public & students
- Zara Manuskichha- Collection of old clothes & books for helping to poor people & students by faculty members & students

ANNEXURE-A

**Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana
Academic Calendar 2015-2016**

Jun-15	Jul-15	Aug-15	Sep-15	Oct-15	Nov-15	Dec-15	Jan-16	Feb-16	Mar-16	Apr-16	May-16
1	1	1	1	1 Second Unit Test	1 Sun (Winter Vacation Start)	1	1	1	1 Second Unit Test	1	1 Sun (Summer Vacation Start)
2	2	2 Sun	2 First Unit Test	2	2	2	2	2	2 Second Unit Test	2	2
3	3	3	3 First Unit Test	3 Second Unit Test	3	3	3 Sun	3	3 Second Unit Test	3 Sun	3
4	4	4	4 First Unit Test	4 Sun	4	4	4	4	4 Second Unit Test	4	4
5	5 Sun	5	5 First Unit Test	5	5	5	5	5	5 Second Unit Test	5	5
6	6	6	6 Sun	6	6	6 Sun	6	6	6 Sun	6	6
7 Sun	7	7	7 First Unit Test	7	7	7	7	7 Sun	7 Holiday	7	7
8	8	8	8 First Unit Test	8	8 Sun	8	8	8	8 Second Unit Test	8 Holiday	8 Sun
9	9	9 Sun	9 First Unit Test	9	9	9	9	9	9 Second Unit Test	9	9
10	10	10	10 First Unit Test	10	10	10	10 Sun	10	10 Second Unit Test	10 Sun	10
11	11	11	11 First Unit Test	11 Sun	11	11	11	11	11 Second Unit Test	11	11
12	12 Sun	12	12	12 Holiday	12	12	12	12	12	12	12
13	13	13	13 Sun	13	13	13 Sun	13	13	13 Sun	13	13
14 Sun	14	14	14	14	14	14	14	14 Sun	14	14 Holiday	14
15 First Term Start	15	15 Independence Day	15	15	15 Sun	15	15	15 First Unit Test	15	15 Holiday	15 Sun
16 Admission	16	16 Sun	16	16	16	16	16	16 First Unit Test	16	16	16
17 Admission	17	17	17 Holiday	17	17	17	17 Sun	17 First Unit Test	17	17 Sun	17
18 Admission	18 Holiday	18 Holiday	18	18 Sun	18	18	18	18 First Unit Test	18	18	18
19 Admission	19 Sun	19	19	19	19	19	19	19 Holiday	19	19 Holiday	19
20 Admission	20	20	20 Sun	20	20	20 Sun	20	20 First Unit Test	20 Sun	20	20
21 Sun	21	21	21	21	21	21	21	21 Sun	21	21	21
22 Admission	22	22	22 Second Unit Test	22 Holiday	22 Sun Winter (Vacation End)	22	22	22 First Unit Test	22	22	22 Sun
23 Admission	23	23 Sun	23	23	23 Second Term Start	23	23	23 First Unit Test	23	23	23
24 Admission	24	24	24 Second Unit Test	24	24	24 Holiday	24 Sun	24 First Unit Test	24 Holiday	24 Sun	24
25 Admission	25	25	25 Second Unit Test	25 Sun	25 Holiday	25	25	25 First Unit Test	25 Holiday	25	25
26 Admission	26 Sun	26	26 Second Unit Test	26	26	26	26 Republic Day	26	26	26	26
27 Admission	27	27	27 Sun	27	27	27 Sun	27	27	27 Sun	27	27
28 Sun	28	28	28 First Unit Test	28	28	28	28	28 Sun	28	28	28
29 Admission	29	29	29 Second Unit Test	29	29 Sun	29	29	29	29	29	29 Sun
30 Admission	30	30 Sun	30 Second Unit Test	30	30	30	30		30	30	30
31 Admission	31	31		31		31	31 Sun		31		31
15 Days	26 Days	24 Days	25 Days	25 Days	06 Days	26 Days	26 Days	24 Days	25 Days	22 Days	00 Days

1) Total Working Days-244 2) Available Teaching Days- 180 3) A teacher should prepare the yearly plan before the starting of the session. The Teacher, as far as possible should be spare 15 days for excepted leaves. Unit test, Seminar etc.

**First & second Unit Test of -
(First Term Exam)**

B.Sc. I
(Sem.I)

B.Sc. II
(Sem.III)

B.Sc. III
(Sem.V)

**First & second Unit Test of -
(Second Term Exam)**

B.Sc. I
(Sem.II)

B.Sc. II
(Sem.IV)

B.Sc. III
(Sem.VI)