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: 2016-17

INDEX

Data of Institution:

<table>
<tr><td rowspan="13">1</td><td>Name of Institution</td><td>Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana Maharashtra</td></tr>
<tr><td>Name of Head of Institution</td><td>Dr. Nilkanth Baliram Bhusari</td></tr>
<tr><td>Designation</td><td>Principal</td></tr>
<tr><td>Does the Institution functions from own campus</td><td>Yes</td></tr>
<tr><td>Phone number/ Alternate phone number</td><td>07264-242088</td></tr>
<tr><td>Mobile number</td><td>9421463410</td></tr>
<tr><td>Registered e-mail</td><td>shivajichk@rediffmail.com</td></tr>
<tr><td>Alternate e-mail</td><td>principalsscc@gmail.com</td></tr>
<tr><td>Address</td><td>Near BDCC Bank, Pandharinath Patil Square</td></tr>
<tr><td>City town</td><td>Chikhli, Dist. Buldana</td></tr>
<tr><td>State/UT</td><td>Maharashtra</td></tr>
<tr><td>Pin Code</td><td>443201</td></tr>
</table>

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<tr><td rowspan="11">2</td><td>Institutional Status Affiliated/Constituent</td><td>Affiliated</td></tr>
<tr><td>Type of Institution: Co-education/Men/Women</td><td>Co-education</td></tr>
<tr><td>Location: Rural/Semi-urban/Urban</td><td>Semi-Urban</td></tr>
<tr><td>Financial Status : (Please Specify) Grants-in aid/UGC 2f and 12 (B)/ Self-financing</td><td>Grants-in aid/UGC 2f and 12 (B)/Self-financing</td></tr>
<tr><td>Name of Affiliating University</td><td>Sant Gadge Baba Amravati University, Amravati</td></tr>
<tr><td>Name of IQAC Co-ordinator</td><td>Dr. Anil Mahadeorao Garode</td></tr>
<tr><td>Phone number/ Alternate phone number</td><td>07264-242088</td></tr>
<tr><td>Mobile</td><td>9850363280</td></tr>
<tr><td>IQAC e-mail address</td><td>shivajichikhliiqac@rediffmail.com</td></tr>
<tr><td>Alternate e-mail address</td><td>principalsscc@gmail.com</td></tr>
</table>

3. Website address: www.shivajichk.com

   Web-link of the AQAR: http://shivajichk.com/wp-content/uploads/2019/12/AQAR-2016-17-5.pdf

4. Weather 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
1st	B	2.72	2004	From:16/02/2004 To 15/02/2009
2nd	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
District Level Wild Vegetable Competition	02/09/2016	90
District Level Student Research Competition *Avishkar*	04/10/2016	113
Training workshop on Fish Farming	21/07/2016	60
Workshop on Women Violence and Prevention	03/03/2017	60

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

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

Institution/ Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	Nil	Nil	Nil	Nil

9. Weather 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)

   - District level wild vegetable competition

   - "The wall of humanity" (Manuskicha Zara) to help the poor and homeless.
   - Awareness rally on cashless banking.
   - Awareness programme on cyber-crime.
   - District level *Avishkar* competition in collaboration 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. Purchase of books in library	Books purchased for library
2. Organisation of sport events	Shivaji Olympiad tournament, Intercollegiate sport tournament and other sport events are organised.
3. Blood donation camp	Awareness about importance of blood donation and social responsibility was created among students.
4. Organisation of workshop on carrier guidance	A camp on "Job opportunities in Fishery Science and Aquarium Fish Culture" and a workshop on "Job Opportunities in Hotel Management was organised.
5. Participation of students in academic competition	Students participated in different academic competition
6. Organisation of district level wild vegetable competition	District level wild vegetable competition was organised
7. Organisation of field visit for students	Field visit for students organised

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 access the functioning? No.

16. Whether institutional data submitted to AISHE: Yes

   Year: 2017   Date of Submission: 13/04/2017

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	15/09/16 15/09/16 to 10/01/17	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
Nil	Nil	Nil	Nil	Nil	Nil
Already adopted (mention the year)					

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

No of Students	Certificate	Diploma Courses
15	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	15/09/16	15
Environmental Studies	2007	342

1.3.2 Field Projects / Internships under taken during the year:

Project/Programme Title	No. of students enrolled for Field Projects / Internships
Zoology Department: **Sindkhed Raja:** Ishved Biotech Private Ltd. Observed Molecular biology experimentation	33 B.Sc.-II Students and B.Sc.-III Students
Botany Department: • Study of Floral Diversity of "Natural Plateau of Kass" at Satara. • Study of Techniques in plant tissue cultural at: Ishved Biotech Private Ltd. at Sindkhed Raja.	32 BSc-II Students 30 BSc-II & B.Sc.-III Students
Microbiology Department: • To Study Advanced Laboratory Equipment's at Anuradha College of Pharmacy Chikhli.	40 BSc-II and BSc-III Students

Electronics Department: • Study on Cement Pipe &Paper Production at MIDC, Chikhli	40 BSc-II Students
Political Science Department : • Study on Legislative Assembly Work at Nagpur (Winter Session-2016)	01 student
Commerce Department: • Internship in Ambika Urban Credit Society Chikhli.	22

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 2016-17, 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:

• Electric lamps and fans are installed in every classrooms
• Arrangement of cement benches are made for students.
• A camp on, "Job Opportunities in Fishery Science and Aquarium Fish Culture" was organized and workshop on, Job opportunities in Hotel Management" was also organized.
• Students encouraged to participate in Pulse Polio immunization Campaign, Cleanliness Activities, Voters' Awareness Campaign, Plastic Pollution Awareness Rally.
• Students are highly encouraged to participate in different inter-collegiate academic competitions.

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	264
SYBSC	220	194	191
TYBSC	220	142	141
FYB. COM.	120+100	114	114
SYB. COM.	220	74	74
TYB. COM.	220	65	65
FYBA	220	205	204
SYBA	120	77	77
TYBA	120	62	62
FYMA HISTORY	80	05	05
SYMA HISTORY	80	09	09
FYMA MLT	80	12	12
SYMAMLT	80	10	10
FYMA POLTICAL SCI	80	34	34
SYMA POLTICAL SCI	80	07	07
FYMSC COMPUTER SCI	20	12	12
SYMSC COMPUTER SCI	20	07	07
FYMSC MICRO	16	18	18
SYMSC MICRO	16	12	12
FYMCOM	80	40	40
SYMCOM	80	09	09

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
2016	1192	175	24	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
24	22	03	8 LCD	03	03

		LCD/OHP/INTERNET	Projector in laboratories		PPT/VIDEOS/LINK

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
1367	24	1:57

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	24	18	0	15	09

2.4.2 Honours 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, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2016	Dr.Nilkanth B. Bhusari	Principal	Chatrapatti Vanashri Award for

			tree Plantation by Forest department Gov. of Maharashtra.
2016	Dr. V. R. Padwal	Assistant Professor	Ph. D.

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	11/11/2016	06/03/2017
B. Sc.	B. Sc. I	Semester- II	02/05/2017	27/07/2017
B.Sc.	B.Sc. II	Semester -III	02/12/2016	10/02/2017
B. Sc.	B.Sc. II	Semester-IV	25/05/2017	26/07/2017
B. Sc.	B. Sc. III	Semester-V	01/12/2016	30/01/2017
B. Sc.	B. Sc. III	Semester-VI	24/05/2017	06/07/2017
B. A.	B. A. I	Annual	27/04/2017	15/07/2017
B. A.	B. A. II	Annual	18/05/2017	07/07/2017
B.A.	B.A.III	Annual	27/04/2017	10/06/2017
B. Com.	B. Com I	Annual	31/03/2017	06/07/2017
B. Com.	B. Com II	Annual	25/04/2017	13/07/2017
B. Com.	B. Com III	Annual	04/04/2017	14/06/2017
M. Com.	M. Com I	Semester-I	01/12/2016	13/02/2017
M. Com.	M. Com I	Semester-II	16/05/2017	15/07/2017
M.Com.	M.Com II	Semester-III	02/12/2016	13/02/2017
M. Com.	M.Com II	Semester-IV	12/05/2017	06/07/2017
M. A.	M. A. I Marathi	Annual	21/04/2017	10/07/2017
M. A.	M. A. II Marathi	Annual	22/04/2017	21/07/2017
M. A.	M. A. I Political Sci.	Annual	21/04/2017	26/07/2017
M.A.	M.A.II Political Sci.	Annual	22/04/2017	25/06/2017
M. A	M. A. I History	Annual	21/04/2017	30/06/2017
M.A.	M. A. II History	Annual	22/04/2017	28/06/2017
M. Sc. I	M. Sc. I Computer Sci.	Semester-I	01/12/2016	13/02/2017
M. Sc.	M. Sc. I Computer Sci.	Semester-II	17/05/2017	19/07/2017
M. Sc.	M. Sc. II Computer Sci.	Semester-III	02/12/2016	13/01/2017
M. Sc.	M. Sc. II Computer Sci.	Semester-IV	18/05/2017	07/07/2017
M. Sc.	M. Sc. I Microbiology	Semester-I	01/12/2016	23/01/2017
M. Sc.	M. Sc. I Microbiology	Semester-II	17/05/2017	19/07/2017
M. Sc.	M. Sc. II Microbiology	Semester-III	02/12/2016	13/01/2017
M. Sc.	M. Sc. II Microbiology	Semester-IV	18/05/2017	07/07/2017

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 timelines academic calendar is publics 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 extraction activities.
- Our academic calendar provides important information about teaching dates, examination dates, day celebration, birth and death anniversary of eminent personalities.
- On the basics of this the rutting 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-2.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 VI	Physics	78	65	83.33%
B. Sc. III Semester VI	Electronics	35	32	91.43%
B. Sc. III Semester VI	Computer	25	24	96.00%
B. Sc. III Semester VI	Mathematics	74	68	91.89%
B. Sc. III Semester VI	CPA	03	03	100.00%
B. Sc. III Semester VI	Botany	34	31	91.18%
B. Sc. III Semester VI	Microbiology	24	22	91.37%
B. Sc. III Semester VI	Zoology	52	50	96.15%
B. A.-III Annual	English	57	27	47.37%
B. A.-III Annual	Political Sci.	55	37	67.27%
B. A.-III Annual	Economics	42	34	80.95%
B. A.-III Annual	History	54	44	81.48%
B. A.-III Annual	Marathi	57	48	84.21%
B. A.-III Annual	Home Eco.	04	04	100.00%
B. A.-III Annual	MLT	12	06	50.00%
B. Com.-III Annual	CMA	65	38	58.46%
B. Com.-III Annual	BFC	65	45	69.23%
B. Com.-III Annual	EOE	65	43	66.15%
B. Com.-III Annual	BM	65	37	56.92%
B. Com.-III Annual	IWWW	65	41	63.08%
M. Sc.-II Semester-IV	Computer Sci.	07	05	71.43%
M. Sc.-II Semester-IV	Microbiology	12	10	83.33%
M. A.-II Semester-IV	History	08	06	75.00%
M. A.-II Semester-IV	Political Sci	08	04	50.00%
M. Com.-II Semester-IV	M. Com.	08	06	75%

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-2016-17.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	4,90,000/-	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			**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
Tree Plantation and Water Conservation	Dr. N. B. Bhusari	Forest Department, Government of Maharashtra.	28/07/2016	Principal
Types of Folk Drama	Ku. S.S. Sanap	District level Avishkar, S. G. B. A. U. Buldana	04/10/2016	Student
Types of Folk Drama	Ku. D. R.Warudkar	District level Avishkar, of SGBAU.Amravati	04/10/2016	Student
Types of Folk Drama	Ku. S.S. Sanap	University level Avishkar, Amravati	16/12/2016	Student
Humanities Languages and Fine Arts	Ku. S.S. Sanap	State level Avishkar, Swami Ramanand Tirth University, Nanded	29/01/2017	Student
Humanities Languages and Fine Arts	Ku. D. R.Warudkar	Universityt level Avishkar, Amravati	16/12/2016	Student
Biodiversity	Mr. Rushikesh Kelkar	MSP Arts, Science & Commerce Manora, Dist-Washim	28/02/2017	Student
Nutritional value of Wild vegetable	Ku.Pallavi Kharat Ku. Sujata Lokhande	District level Avishkar of S.G.B.A.U. Amravati	04/10/2016	Student

Save Water Save Earth	Mr. Ajinkya Deshmukh	Shri. Vyankatesh Mahavidyalaya Deulgaon Raja	20/02/2017	Student
Bacteriological examination of beauty soap	Ku. K. R. Jaiswal Ku. S. O.Wakode	District level Avishkar, S. G. B. A. U. Buldana	04/10/2016	Student
Microbiological examination of tooth paste and evolution of antibacterial properties of toothpaste	Ku. P. R. Agrawal Ku. K. S. Mapari	District level Avishkar, S. G. B. A. U. Buldana	04/10/2016	Student
Bacteriological Examination of drinking water with reference to enteric bacteria caliform	Mr. G. A. Pimprikar Mr. V. D. Korde	District level Avishkar, S. G. B. A. U. Buldana	04/10/2016	Student
Studies on hand hygiene of food handlers based on the bacteriological examination	Mr. K. P. Misal Mr. N. M. Junare	District level Avishkar, S. G. B. A. U. Buldana	04/10/2016	Student
Gandhi Vichar Sanskar Pariksha	Mr. S. P.Chatarkar Mr. O. P. Gunjkar	Gandhi Research Foundation, Jalgaon	12/01/2017	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
Zoology	01
Botany	02
Commerce	01
Microbiology	01

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	Computer Science	01	3.01
National	Economics	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
Marathi	---/02
Botany	---/03
Political Science	---/01
History	---/01
Economics	---/01
Electronics	---/01

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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
Nil	Nil	Nil	Nil	Nil	Nil	Nil

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	0	21	06	05
Presented papers	01	08	0	01
Resource Persons	0	01	01	14

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	108
Kargil Vijay Diwas	NCC	05	120
Road Safety Week	NCC	02	100
Save Girl Child	NCC	04	110
Pulse Polio Drive	NCC	02	135

Cleanliness Campaign	NCC	02	90
Tree Plantation Program	NCC	03	100
Congress Grass Eradication Program	NCC	02	135
International Yoga Day	NSS	02	95
August Kranti Din	NSS	04	190
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
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
Best ANO	Best ANO Award	Amravati Group, NCC	01
Thal Sainik Camp	Selection For Thal Sainik Camp, Amravati	NCC	08
Republic Day Parade	First Prize	Amravati Group, NCC	06
Army Attachment Camp	Best Cadet Award	Pune Group NCC	02
Annual Training Camp	First Prize	13 Mah Bn NCC, Khamgaon	04
Narmada Trek Gujrat	First Prize	Gujrat NCC Directorate	04
National Integration Camp	Participation	Gujrat NCC Directorate	03
Avhan-2017	Participation	Shivaji University, Kolhapur & Govt. of Maharashtra	02
Youth Personality Development Workshop	Participation	SGBAU, Amravati	02

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
Blood Donation	HDFC Bank	Blood Donation	02	40
Internatlional Yoga Day	13 Mah Bn NCC, Khamgaon	Yoga Day	02	80
Pulse Polio Drive	Rural Hospital, Chikhli	Pulse Polio	02	120

Road Safety Week	Police Station, Chikhli, NCC & NSS	Road Safety	04	120
Save Girl Child	Rural Hospital, Chikhli	Save Girl	02	131
Kargil Vijay Diwas	13 Mah Bn NCC, Khamgaon	Kargil Vijay Diwas	05	120
Tree Plantation Program	Social Forestry	Tree Plantation	02	131
Vruksha Dindi	NSS (College & SGBAU)	Environmental 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
AIDS Awareness Program	Rural Hospital, Chikhli & NSS	AIDS Awareness	02	85
Swach Bharat Abhiyan	NSS (College & SGBAU)	Cleanliness Campaign	02	130
Workshop on Women Violence and prevention	NSS (College & SGBAU)	Women protection	02	60

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 Accountancy	Ambika Urban Credit Society, Chikhli.	02/01/2017 To 09/01/2017	22

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 Pharmacy college chikhli	02/09/2016	For Taxonomical identification and Phytochemistry of plant	05-Students, 02-Teachers
S. V. Aquafarm Consultants, Ratnagiri	03/09/ 2016	Guidance of fish farming for students & Farmers Guidance for the admissions for fishery Science	60-Students, 07-Teachers

CRITERION-IV INFRASTRUCTURE AND LEARNING RESOURSES

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. 2,00,000/-	Rs. 2,39,710/-

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	8 Labs	0
Classrooms with Wi-Fi/ LAN	College Campus	0
Seminar halls with ICT facilities	01	0
Video Centre	0	0
No. of important equipment's purchased (≥ 1-0 lakh) during the current year.	368	35
Value of the equipment purchased during the year (Rs. in Lakhs)	Rs. 3001547/-	Rs. 791250/-
Others (Smart Classrooms)	0	3

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	37893	Rs.34,25,021/-	767	Rs. 2,48,374/-	38660	Rs.36,73,395/-
Reference Books	632	Rs.3,32,547/-	229	Rs. 61,888/-	861	Rs.3,94,435/-
e-Books	97000+	0	0	0	97000+	0
Journals	51	Rs.35,102/-	0	0	51	Rs. 35,102/-
e-Journals	6000+	Rs. 5,750/-	0	0	6000+	Rs. 5,750/-
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	__	__	__	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	3	01	11	10mbps	0
Added	06	0	0	0	0	0	0	0	0
Total	71	02	5	01	3	01	11	10mbps	0

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

10 MBPS

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	**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. 1,84,244/-	5,00,000/-	Rs.4,65,193

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-2.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 practical's 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 equipment's used in the laboratories. They maintain the equipment's. Sometimes services are hired from private technicians. Equipment's 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	40	Rs.14,500/-
Financial support from other sources			
a) National	Govt. of India (GOI)	588	Rs.9,57,672/-
b) International	Nil	00	00

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.	15/09/2016 (2016-17)	15	Self
Yoga & Meditation	28/06/2016	45	Shri Ramchandra Mission Chennai Center Chikhli
Kalptaru Study Center for Competative Examination	16/7/2016	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
2016	Kalpataru Study Centre	45	45	08	08
2016	Training workshop on Fish Farming (Zoology Dept.)	70	70	00	00
2016	Workshop for Banking examination and competitive examinations (Eco. Dept.)	70	70	00	00
2016	Guidance for Competitive examination by NSS	110	110	00	00
2016	Skill-Will Club – 20 Days workshop for communication, job, soft skill in corporate world (Eng.-Dept.)	15	15	00	00

2016	New technology in IT and Ethical Hacking (Training Programme)	50	50	00	00
2017	General Aptitude test of Chemistry	35	35	00	00

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
0	0	0

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
Nil	00	00	Nil	00	00

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
2016	01	Shri Shivaji College, Chikhli	Botany	Badnapur College, Badnapur (Jalna)	M.Sc. (Botany)
2016	04	Shri Shivaji College, Chikhli	Physics	GVISH, Amravati, University Dept. Shivaji College, Akola	M.Sc. (Physics)
2016	05	Shri Shivaji College, Chikhli	Chemistry	GVISH, Amravati, University Dept., Jijamata Mahavidyalay, Buldana, Shivaji College, Akola	M.Sc. (Chemistry)
2016	05	Shri Shivaji College, Chikhli	Mathematics	GVISH, Amravati, University Dept. Shivaji College, Akola	M.Sc. (Math)
2016	02	Shri Shivaji College, Chikhli	Microbiology	Shri Shivaji College, Chikhli	M.Sc. (Microbiology)
2016	18	Shri Shivaji College, Chikhli	Computer Science	SGB Amravati University, Shri Shivaji College, Chikhli	M.Sc. (Computer Science)
2016	03	Shri Shivaji College, Chikhli	History	Shri Shivaji College, Chikhli	M.A. (History)
2016	08	Shri Shivaji College, Chikhli	Political Science	Shri Shivaji College, Chikhli	M.A. (Political Science)

2016	17	Shri Shivaji College, Chikhli	Commerce	Shri Shivaji College, Chikhli	M.Com.
2016	01	Shri Shivaji College, Chikhli	Zoology	SGB Amravati University, Amravati	M.Sc. (Zoology)
2016	01	Shri Shivaji College, Chikhli	Marathi	Shri Shivaji College, Chikhli	M.A.(Marathi)

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	01	CHE131864
SET	02	CHE- 752867, 764919
SLET	0	0
GATE	0	0
GMAT	0	0
CAT	0	0
GRE	0	0
TOFEL	0	0
Civil Services	0	0
State Government Services	0	0
Any Other	13	13

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	54
Folk dance, Mime, Solo song/Dance/One act play, Mimicry, Debates	College	115
Beti Bachav/Beti Padhav Essey Competition	College	22
Gandhain thought enculturation exam (Gandhi Vichar Sanskar Pariksha)	College	52
Poster Competition on Science Day	College	56
Best Photography Competition	College	30
Student Aptitude Test of Economics	College	80
Wild Vegetable Competition	College	90
District level *Avishkar* competition	University	113
Annual Sport week	College	335
Computer C-Skill Programing(Complex 2017)	College	61
Marathi Proverbs, Marathi Idioms & Phrases, *Ukhane* (Rhymed Couplets in Marathi) Collection Competition	College	40
Slogan competition	College	36
Rangoli competition	College	23
Poster presentation	College	17
Handcraft competition	College	11

Mehandi competition	College	17
Flower arrangement and dish decoration	College	15

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
2016	Colour coat Holder	All India Inter University	01	0	9179	Mr. S.K. Lahane

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

80

5.4.3 Alumni Contribution during the year (In rupees)

Nil

5.4.4 Meetings/activities organized by Alumni Association:

In academic year, 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 Practioner. 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 – GOVERNENCE 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)
The academic administration is decentralized by forming varius committees. Management plays a vital role to offer operational autonomy at different levels. The committees like IQAC, Purchasing Committee, Academic Monitoring Committee, Admission Committee, Library Advisory Committee and work under the supervision of the principle 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.   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.

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)
❖ Curriculum development:
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.   There are some faculties working as members on Board of Studies (B.O.S.). Now and then they suggest certain addition I 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.
❖ Teaching and Learning:
The institution focuses on following measures for effective teaching learning process: i) Recruitment of highly qualified and skilled non-teaching staff. ii) Library, laboratory and ICT facilities are provided to the students. iii) Reference books, journals, periodicals and other learning sources are easily made available for both teachers and students. iv) Teachers are permitted to participate in Refresher Courses, Orientation Courses, conferences, seminars, Short Term Courses, Faculty Development Programmes, etc. for knowledge updation. The prizes and awards are given to the teachers to encourage them regarding their performances.
❖ Examination and Evaluation: 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 conduct meetings oftenly. Staff members of the college are intimated timely regarding the modified rules of the examinations. Internal evaluations such as assignments, written tests, oral

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tests, project reports are conducted. Throughout the year, as per the schedule of the evaluation process is followed for the betterment of student's 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 Orientation Courses, Refresher Courses, seminars, workshops, conferences, etc.

iii) Emphasis is given on publication of research papers, articles, books, etc.

iv) For advance research, 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 for it.

❖ Library, ICT and Physical Infrastructure / Instrumentation:

The institution has well equipped library building along with the numerous text books, references books, periodicals of faculties like Arts, Commerce, and Science. The total number of books in the library are 39521.

Sr. No.	Text Books	Reference Books	Journals	e-books	e-journal
1.	38660	861	51	97000+	6000+

227 CDs and videos are available in the library.

For the advance study of the faculty members, INFLIBNET facility is also provided to the students and teachers. Separate reading room is allotted to the students. The departments of Botany and Micro-biology have MoU with. The college has made available separate reading hall 'Kalpataru' for the students who study for competitive examinations. As an outcome of it, some of the students cleared SET exams.

❖ Human Resource Management:

The college perenniously 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 made 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 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 department of Zoology has MoU with Cultivate Fish Mantra for Krish, Ratnagiri. The department has taken initiative for organization of the training programme. 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 preserves and provides complete data of academic and official under one system of online information.

❖ Administration:

The college adopted the policy of paperless work. Minimum use of papers and maximum 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 messages 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.

Like students' groups, for teaching and non-teaching faculties, What's app groups are created to post updates and notices apropos of meetings, academic and official purposes.

❖ 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 exam. 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 financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2016	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)
2016	Nil	Laboratory safety programme for laboratory attendant	15/09/2016 to 15/09/2016	Nil	20

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	07/11/2016 to 03/12/2016 (27 days)
Refresher Course	01	04/07/2016 to 24/07/2016 (21 days)
	01	01/08/2016 to 19/08/2016 (19 days)

6.3.4 Faculty and Staff recruitment (no. for permanent / fulltime recruitment)

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
24	24	35	35

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	• Students Scholarship Awards

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (within 100) words

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.

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 satisfactory in the interest of college development.

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. 43,800/-	College Development
2. Shri Shivaji College Earners Credit Society	Rs. 14,500/-	For honour of merit students

6.4.3 Total corpus fund generated: 58300

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. (10/092015)
- Easy cooking show
- Tree plantation programme
- Wall of humanity for underprivileged people

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* competition for students in association with S.G.B. Amravati University Amravati.
- Voter awareness programme
- Awareness rally on cashless banking

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	Awareness programme on cyber crime	17/11/2016	17/11/2016 to 17/11/2016	57
2016	Police and military training workshop by Physical Education Department	14/12/2016	14/12/16 to 15/01/17	50

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	Participants Male
Beti-Bachav Beti –Padhav (Save Girl Educate Girls) Essay competition	17/09/2016 to 17/09/2016	22	0
Pre-Marriage Counseling for Collegiate Girl Students	05/04/2016 to 05/04/2016	70	0
Care during young age and legal information by Women's Grievance Cell	18/01/2017 to 18/01/2017	28	0
Programme on sexual harassment at work place by Women's Grievance Cell	03/04/2017 to 03/04/2017	54	0
Celebration of world women day	03/04/2017 to 03/04/2017	54	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

- ❖ Tree plantation- Green drive by NCC – 1st 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)	03
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
2016	1	1	20/12/16 to 20/12/16	Workshop on Internet banking by Dept. of	Internet banking	85

				Economics		
2016	1	1	25/12/16 to 25/12/16	Awareness Rally on Cashless Banking By Dept. of Economics.	Cashless Banking	26
2016	1	1	02/09/16 To 02/09/16	District level wild vegetable competition	Importance of wild vegetable	90

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	1st July	The mission of our institution is *"Tamaso-Maa-Jyotirgamaya"* i.e. *To Lead Me From Darkness To Light*. 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 fallow, the code of conduct designed by UGC and S.G.B. Amravati University, Amravati and our parent body, *Shri Shivaji Education Society, Amravati.* 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	21/06/2016 to 21/06/2016	42
Shahu Maharaj Birth Anniversary (Social Justice Day)	26/06/2016 to 26/06/2016	50
Celebration of Independence Day	15/08/2016 to 15/08/2016	345
Pandharinath Patil Birth & Death Anniversary	21/09/2016 to 02/10/2016	117
District level Exanimation on Gandhain thoughts by Marathi Department	01/10/2016 to 30/10/2016	42
Universal Human Right Day	10/12/2016 to 10/12/2016	47
Dr. Panjabrao Deshmukh Birth Anniversary	23/12/2016 to 27/12/2016	334
National Voters Day	25/01/2017 to 25/01/2017	72
Celebration of Republic Day	26/01/2017 to 26/01/2017	320
Shivaji Maharaj Birth Anniversary	19/02/2017 to 19/02/2017	48
Dr. Babasaheb Ambedkar Birth Anniversary	14/042017 to 14/042017	42

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
• Tree plantation programme by NCC
• Celebration of forest conservation day by Dept. of Botany

| • Eco-friendly Rakhi Competition by Dept. of Botany |
| • Ozone day By Dept. of Zoology |
| • Wild life conservation day by Zoology Dept. |

7.2 Best Practices:
http://shivajichk.com/wp-content/uploads/2019/12/Best-Practices-2016-17.pdf

Best Practice-I

1) **Title of the Practice:** Conservation and collection of wild vegetables.

2) **Goal:** To study and document the traditional wild vegetable plants in Buldana district.

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 District 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 District 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 90 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. Winner participants were given certificates with cash prizes 700, 500 and 300 respectively to First, Second and the Third winner.

5) **Evidence of Success:** In this District level competition 90 contestants participated with 40 different varieties of Wild vegetables. Participants explained 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 stipulated period because most of the wild vegetables are available in monsoon season. As an attempt, first we visited the local people who have good knowledge of wild vegetables. Students from different villages also collected these plants and its information from villagers.

Best Practice-II

1) **Title of the Practice:** Extending help to poor and needy

2) **Goal:** Creating platform "The wall of humanity" (Manuskicha Zara) to help the poor and homeless.

3) **The Context:** Initiative has been taken to help the underprivileged people. In society there are many rich people who are ready to extend their help. There are certain NGOs who are already working for this cause. This practice doesn't expect any donations from anyone but to give useful material which is generally thrown out. In other words the message given through this practice is clear, 'leave what you don't need, and take what you need'.

4) The Practice: The campaign "Wall of Humanity" was initiated by the college in collaboration with Doctors Association, Chikhli Tehsil Newspaper Association and Senior Citizen Association. A platform constructed for Wall of Humanity was inaugurated by Adv. Arun Shelke, the President of Shri Shivaji Education Society, Amravati under which the college runs. At the inaugural function Priyatai Bondre, the president of Chikhli municipality was present as chief guest. In our country we find on one hand the richest people and on the other hand very poor people who are leading their life below poverty line. The practice bridges the gap between the two extreme sections of society. With the help of the students and the responsible citizens and the NGOs rallies ware organised in the town to convince the people to donate unused things such as old clothes, T shirts, woollen warmers and old books.

5) Evidence of Success: As a result lots of useful material has been collected at the platform (Wall of Humanity). It has been observed that the needy people took the material for their use. Lots of books on State level Medical Entrance Test (CET) and competitive examinations were collected and donated to the needy students.

6) Problems Encountered and resources required: A platform is constructed by taking donations from the above mentioned NGOs. Some volunteer students were selected from NSS unit of the college to maintain the platform and sort out the collected material. Sometimes people donate unnecessary and useless material. The platform sometimes used as a parking place.

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 web-link of the institution in not more than 500 words

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

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

- Awareness programme against Dowry-System
- Awareness programme against family violence for women's
- Energy saving awareness programme
- Blood donation camp
- Awareness programme on Cyber Crime
- Road safety awareness programme for local citizens & students
- Participation of students in Pulse Polio Immunisation
- State level Wild Vegetable Competition
- State level IPR workshop

ANNEXURE-A

Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana
Academic Calendar 2016-2017

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

1) Total Working Days-245   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	B.Sc. II	B.Sc. III	First & second Unit Test of - (Second Term Exam)	B.Sc. I	B.Sc. II	B.Sc. III
	(Sem.I)	(Sem.III)	(Sem.V)		(Sem.II)	(Sem.IV)	(Sem.VI)