



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: 2018-19**

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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. Anil Mahadeorao Garode  |
|   | Designation                                    | Principal (Officiating)   |
|   | Does the Institution functions from own campus | Yes   |
|   | Phone number/ Alternate phone number           | 07264-242088  |
|   | Mobile number                                  | 9850363280  |
|   | Registered e-mail                              | <a href="mailto:shivajichk@rediffmail.com">shivajichk@rediffmail.com</a>  |
|   | Alternate e-mail                               | <a href="mailto:principalscc@gmail.com">principalscc@gmail.com</a>        |
|   | 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. V. U. Pochhi   |
|   | Phone number/ Alternate phone number  | 07264-242088   |
|   | Mobile  | 9890964215   |
|   | IQAC e-mail address   | <a href="mailto:shivajichkhliiqac@rediffmail.com">shivajichkhliiqac@rediffmail.com</a> |
|   | Alternate e-mail address  | principalscc@gmail.com   |

3. Website address: [www.shivajichk.com](http://www.shivajichk.com)

Web-link of the AQAR: <http://shivajichk.com/wp-content/uploads/2019/12/AQAR-2018-19-1.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                |
|-----------------|-------|------|-----------------------|--------------------------------|
| 1 <sup>st</sup> | B     | 2.72 | 2004                  | From:16/02/2004 To 15/02/2009  |
| 2 <sup>nd</sup> | 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 |
| State level workshop on e-Content   | 3/10/2018 to 04/10/2018<br>Two Days  | 177                                  |
| State level Women Empowerment Workshop  | 03/01/2019, One Day                  | 110                                  |
| State Level Workshop On Intellectual Property Right                           | 02/04/2019 to 03/04/2019<br>Two Days | 117                                  |
| District Level Student Research Competition<br><i>Avishkar</i>                | 19/01/2019, One Day                  | 132                                  |
| District level workshop on eco-friendly Ganesh Idol Preparation               | 22/08/2018, One Day                  | 110                                  |

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)

- State level Women's Empowerment Workshop
- Energy audit of college
- State level workshop on Intellectual Property Right.
- District level *Avishkar* competition in collaboration with S.G.B. Amravati University, Amravati.
- Academic audit of college by external experts.

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. State level workshop on e-Content                               | State level workshop on e-Content was organised on 3 <sup>rd</sup> and 4 <sup>th</sup> October 2018.   |
| 4. State level Women Empowerment Workshop                          | Women Empowerment Workshop was organised on 8 <sup>th</sup> March 2019.                                |
| 5. State Level Workshop On Intellectual Property Right             | Workshop On Intellectual Property Right was organised on 3 <sup>rd</sup> & 4 <sup>th</sup> April 2019. |
| 6. District Level Student Research Competition <i>Avishkar</i>     | District Level Student Research Competition <i>Avishkar</i> organised.                                 |
| 7. District level workshop on eco-friendly Ganesh Idol Preparation | Workshop on eco-friendly Ganesh Idol Preparation was organised on 28 August 2018                       |
| 8. Energy audit of college campus                                  | Energy audit is done by external agency PPS energy solutions in collaboration with MEDA. `             |
| 9. Energy audit of college campus                                  | Academic audit of each department from each faculty is done by external experts.                       |
| 10.State level workshop on disaster management                     | State level workshop on disaster management was 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: 2019

Date of Submission: 02/05/2018

17. Does the institution have Management Information System?

Yes.

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

Documentation Validation and Verification committee has been formed. The administrative data is collected through Campus ERP software and the academic data is collected on a separate system. The official data available on Campus ERP is about college account, details of admission process, enrolment of students in the university, issuance of bona fide certificate and transfer certificate. The DVV committee collects data from all the departments regarding academic progress of the students, extension activities, research activities, seminars, remedial coaching, faculty development courses, annual reports and photographs of various activities. On demand from the statutory bodies, data is provided by the DVV committee as and when needed.

**DVV Module:**

1. Administrative data is collected through Campus-ERP software on a common server in college office.
2. Academic data from various departments is collected on a common system in IQAC office.

**DVV Module Outcome:**

1. Availability of instant information
2. One step towards paperless documentation
3. Centralisation of all the data

**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                         | 15/09/18<br>15/09/18 to 25/01/19  | 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 |
|----------------|--------------------------------|-----------------|
| 13             | Communication skill in English | Nil             |

## 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 | 15/09/18             | 13                          |
| Environmental Studies           | 2007                 | 238                         |

### 1.3.2 Field Projects / Internships under taken during the year:

| Project/Programme Title   | No. of students enrolled for Field Projects / Internships |
|---|---|
| <b>Zoology:</b> <ul style="list-style-type: none"> <li>Study of advanced applications in Department of Entomology, Animal Husbandry and Molecular Biology at Dr. Panjabrao Deshmukh Agricultural University, Akola</li> <li>Study on Fish Seedling and Its Stages at Govt. Fish Seedling Centre, Koradi,</li> </ul> | 63 BSc-II Students and BSc-III Students                   |
| <b>Botany:</b> <ul style="list-style-type: none"> <li>To Study biodiversity of Ambabarwa Wildlife Sanctuary</li> <li>Study of Crop Diversity at Bhadola, Dist. Buldhana.</li> </ul>   | 50 BSc-II Students  |
| <b>Commerce Department:</b> <ul style="list-style-type: none"> <li>Internship in Shivrana Credit Co-operative Society, Chikhli</li> </ul>   | 20 Students   |

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

| <b>1.4.2 How the feedback obtained is being analysed and utilized for overall development of the institution? (Maximum 500 words)</b>   |
|---|
| <p><b>STUDENTS FEEDBACK &amp; ACTION TAKEN REPORT</b></p> <p>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.</p> <p>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.</p> <p>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.</p> <p>For the year 2018-19, 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:</p> <ul style="list-style-type: none"> <li>• Research Centres in English, Economics, Political Science, History and Marathi are recognised by the university for college students.</li> <li>• To enable the teachers to use ICT effectively in teaching two days state level workshop on, “e-Content Development and Digital Presentation” was organised. Further it has been decided to equip 4 classrooms with ICT facilities.</li> <li>• A state level workshop on disaster management was organized for UG and PG students</li> <li>• A Science convention “Aavishkar” is organized in collaboration with Sant Gadge Baba Amravati University, Amravati.</li> <li>• Different sports competitions like Intercollegiate, University Level are organised for students and some selected students participated in National level sports competitions.</li> </ul> |



## CRITERION II -TEACHING-LEARNING AND EVALUATION

| <b>2.1 Student Enrolment and Profile</b> |                           |                                 |                   |
|--|---------------------------|---------------------------------|-------------------|
| 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                             | 259               |
| SYBSC                                    | 220                       | 160                             | 152               |
| TYBSC                                    | 220                       | 165                             | 165               |
| FYB. COM.                                | 120+100                   | 98                              | 97                |
| SYB. COM.                                | 220                       | 56                              | 56                |
| TYB. COM.                                | 220                       | 76                              | 76                |
| FYBA                                     | 220                       | 195                             | 193               |
| SYBA                                     | 120                       | 30                              | 30                |
| TYBA                                     | 120                       | 44                              | 44                |
| FYMA HISTORY                             | 80                        | 46                              | 46                |
| SYMA HISTORY                             | 80                        | 14                              | 14                |
| FYMA MLT                                 | 80                        | 16                              | 16                |
| SYMAMLT                                  | 80                        | 09                              | 09                |
| FYMA POLITICAL SCI                       | 80                        | 53                              | 52                |
| SYMA POLITICAL SCI                       | 80                        | 15                              | 15                |
| FYMSC COMPUTER SCI                       | 20                        | 08                              | 08                |
| SYMSC COMPUTER SCI                       | 20                        | 00                              | 00                |
| FYMSC MICRO                              | 16                        | 25                              | 20                |
| SYMSC MICRO                              | 16                        | 18                              | 18                |
| FYMCOM                                   | 80                        | 55                              | 53                |
| SYMCOM                                   | 80                        | 20                              | 20                |

| <b>2.2 Catering to Students Diversity</b>                  |   |   |  |  |  |
|--|---|---|--|--|--|
| 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 |
| 2018-19  | 1072  | 271   | 24   | 0  | 07   |

| <b>2.3 Teaching - Learning Process</b>  |   |                                   |  |                            |                                 |
|---|---|-----------------------------------|--|----------------------------|---------------------------------|
| 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  | LCD/OHP/<br>INTERNET<br>03        | 08<br>LCD Projector in<br>laboratories | 03                         | PPT/VIDEOS/LINK<br>03           |

| 2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)  |
|--|
| <p>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:</p> <ul style="list-style-type: none"> <li>• Each mentor guides the students for their carrier development and higher studies.</li> <li>• The students also guided about preparation for competitive examinations and how to seek job opportunities.</li> <li>• The mentors also solve common problems regarding their studies.</li> <li>• The mentors inform the mentees regarding government schemes to avail financial support in time. Further the students are guided about carrier options also.</li> <li>• Every year through placement cell a workshop on carrier guidance is organized. Mentees are motivated to participate in it.</li> <li>• Induction program is organized every year to clarify the basic concept of the students.</li> <li>• Research competitions organized at university and inter collegiate level in the concerned categories like 'Avishkar'.</li> <li>• The mentees are guided to participate in seminars competitions &amp; poster presentations.</li> <li>• To inculcate research abilities among the postgraduate students are motivated to prepare their projects.</li> <li>• Students are guided to prepare and appear for competitive examinations through Kalptaru Study Center.</li> </ul> |

| Number of students enrolled in the institution | Number of fulltime teachers | Mentor: Mentee Ratio |
|--|-----------------------------|----------------------|
| 1343   | 24                          | 1:56                 |

| <b>2.4 Teacher Profile and Quality</b>                       |                         |                  |  |                           |         |
|--|-------------------------|------------------|--|---------------------------|---------|
| 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 |
| 50   | 24                      | 26               | 15                                       | 15                        | 09      |

| 2.4.2 Honours and recognitions received by teachers<br>(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                                   |
| 2018   | Dr. A. M. Garode  | Professor           | Research Recognition Committee in SGBAU, Amravati  |
| 2018   | Dr. V. U. Pochhi  | Associate Professor | Selected as a Taluka coordinator for accreditation status of colleges by Higher education department Amravati. |
| 2018   | Dr. K. N. Puri  | Associate 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     | 04/12/2018  | 23/01/2019  |
| B.Sc.   | B.Sc. I         | Semester-II    | 31/05/2019  | 13/08/2019  |
| B.Sc.   | B.Sc. II        | Semester-III   | 30/11/2018  | 04/03/2019  |
| B.Sc.   | B.Sc. II        | Semester-IV    | 28/05/2019  | 05/08/2019  |
| B.Sc.   | B.Sc. III       | Semester-V     | 03/12/2018  | 01/02/2019  |
| B.Sc.   | B.Sc. III       | Semester-VI    | 27/05/2019  | 08/07/2019  |
| B. A.   | B. A. I         | Semester-I     | 22/11/2018  | 23/01/2019  |
| B. A.   | B. A. I         | Semester-II    | 22/05/2019  | 14/08/2019  |
| B. A.   | B. A. II        | Semester-III   | 12/12/2018  | 23/01/2019  |
| B. A.   | B. A. II        | Semester-IV    | 22/05/2019  | 13/08/2019  |
| B. A.   | B.A. III        | Annual         | 24/05/2019  | 19/07/2019  |
| B.Com.  | B.Com. I        | Semester-I     | 29/11/2018  | 25/01/2019  |
| B.Com.  | B.Com. I        | Semester-II    | 13/05/2019  | 10/08/2019  |
| B.Com.  | B. Com. II      | Semester-III   | 03/12/2018  | 25/01/2019  |
| B.Com.  | B. Com. II      | Semester-IV    | 16/05/2019  | 10/08/2019  |
| B.Com.  | B. Com III      | Annual         | 27/05/2019  | 24/07/2019  |
| M. Com.   | M. Com. I       | Semester-I     | 03/12/2018  | 18/01/2019  |
| M. Com.   | M. Com. I       | Semester-II    | 15/05/2019  | 01/08/2019  |
| M. Com.   | M. Com. II      | Semester-III   | 01/12/2018  | 21/01/2019  |
| M. Com.   | M. Com. II      | Semester-IV    | 16/05/2019  | 18/07/2019  |
| M. A.   | M. A. I Marathi | Semester-I     | 22/11/2018  | 14/01/2019  |
| M. A.   | M. A. I Marathi | Semester-II    | 30/04/2019  | 22/07/2019  |

|        |                         |              |            |            |
|--------|-------------------------|--------------|------------|------------|
| M. A.  | M. A. II Marathi        | Semester-III | 01/12/2018 | 08/01/2019 |
| M. A.  | M. A. II Marathi        | Semester-IV  | 30/04/2019 | 22/07/2019 |
| M. A.  | M. A. I Political Sci.  | Semester-I   | 22/11/2018 | 05/01/2019 |
| M. A.  | M. A. I Political Sci.  | Semester-II  | 30/04/2019 | 22/07/2019 |
| M. A.  | M. A. II Political Sci. | Semester-III | 01/12/2018 | 08/01/2019 |
| M. A.  | M. A. II Political Sci. | Semester-IV  | 30/04/2019 | 28/06/2019 |
| M. A.  | M. A. I History         | Semester-I   | 22/11/2018 | 04/01/2019 |
| M. A.  | M. A. I History         | Semester-II  | 30/04/2019 | 24/06/2019 |
| M. A.  | M. A. II History        | Semester-III | 25/11/2018 | 04/01/2019 |
| M. A.  | M. A. II History        | Semester-IV  | 30/04/2019 | 03/07/2019 |
| M. Sc. | M. Sc. I Computer Sci.  | Semester-I   | 29/11/2018 | 09/01/2019 |
| M. Sc. | M. Sc. I Computer Sci.  | Semester-II  | 06/05/2019 | 25/06/2019 |
| M. Sc. | M. Sc. II Computer Sci. | Semester-III | 28/11/2018 | 17/01/2019 |
| M. Sc. | M. Sc. II Computer Sci. | Semester-IV  | 08/05/2019 | 13/07/2019 |
| M. Sc. | M. Sc. I Microbiology   | Semester-I   | 29/11/2018 | 15/01/2019 |
| M. Sc. | M. Sc. I Microbiology   | Semester-II  | 06/05/2019 | 09/07/2019 |
| M. Sc. | M. Sc. II Microbiology  | Semester-III | 28/11/2018 | 17/01/2019 |
| M. Sc. | M. Sc. II Microbiology  | Semester-IV  | 08/05/2019 | 13/07/2019 |

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 publicised 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 extra-curricular 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 web-link)

<http://shivajichk.com/wp-content/uploads/2019/12/Program-Outcomes-3.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 Sem. VI | Physics        | 67  | 43   | 64.17%          |
|                    | Electronics    | 27  | 22   | 81.48%          |
|                    | Computer Sci.  | 24  | 16   | 66.67%          |
|                    | Mathematics    | 64  | 44   | 68.75%          |
|                    | Botany         | 59  | 42   | 71.19%          |
|                    | Microbiology   | 54  | 42   | 77.78%          |
|                    | Zoology        | 77  | 66   | 77.92%          |
| B. A. Annual       | English        | 40  | 22   | 55.00 %         |
|                    | Political Sci. | 35  | 24   | 68.57%          |
|                    | Economics      | 33  | 22   | 66.67%          |
|                    | History        | 37  | 23   | 62.16%          |
|                    | Marathi        | 40  | 32   | 80.00%          |
|                    | Home           | 02  | 02   | 100%            |

|                    |                |    |    |        |
|--------------------|----------------|----|----|--------|
|                    | Economics      |    |    |        |
|                    | MLT            | 10 | 07 | 70.00% |
| B. Com Annual      | CMA            | 73 | 55 | 75.34% |
|                    | BFC            | 73 | 58 | 79.45% |
|                    | EOE            | 73 | 66 | 90.41% |
|                    | BEM            | 73 | 63 | 86.30% |
|                    | IWWW           | 73 | 67 | 91.78% |
| M. Sc. Semester IV | Computer Sci.  | 00 | 00 | 00     |
|                    | Microbiology   | 18 | 13 | 72.22% |
| M. A. Semester IV  | History        | 07 | 04 | 57.14% |
|                    | Political Sci. | 18 | 15 | 83.33% |
|                    | Marathi        | 09 | 05 | 55.55% |
| M.Com Annual       | M.Com          | 08 | 07 | 87.50% |

## 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 web-link)

<http://shivajichk.com/wp-content/uploads/2019/12/Feedback-of-students-2018-19.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   | Botany | 2015-2019 | UGC                        | 3,90,000/-             | 00/-                                     |
| Interdisciplinary Projects   |        |           |                            |                        |  |
| Industry sponsored Projects  |        |           |                            |                        |  |
| Projects sponsored by the University/ College  |        |           |                            |                        |  |
| Students Research Projects<br>(other than compulsory by the College)                                 |        |           |                            |                        |  |
| International Projects   |        |           |                            |                        |  |
| Any other(Specify)   |        |           |                            |                        |  |
| <b>Total</b>   |        |           |                            | <b>3,90,000/-</b>      | <b>00</b>                                |

| 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)   |
| Intellectual Property Rights  | IQAC, Shri Shivaji Science and Arts College Chikhli | 3 <sup>rd</sup> & 4 <sup>th</sup> , April, 2019 |

| 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 |
| Economical Thoughts of economists  | Mr. Milind Manikrao Patole                     | SPM College, Chikhli Dist-Buldana  | 16/02/2019    | Student  |
| Shodhnibandh Sadarikaran “ Maharashtraatil Sahakari Kshetra: Ek Chintan”                           | Mr. Dattatray Gadhve                           | Dr. B.A.M.U, Aurangabad & Sahkar Mharshi Balasaheb Pawar Adhyasan Kendra   | 19/03/2019    | Student  |
| Save Wildlife Save Our selves  | Ku. Rubina Pervez Mohmmad Riyaz                | Shri Vyankatesh Arts, Commerce & Science College Deulgaon Raja.            | 30/01/2019    | Student  |
| Moringa oleifera as a coagulator for water purification  | Ku. Diksha T. Jadhav<br>Ku. Akansha Dongardive | Intra-University “Avishkar”, Sant Gadge Baba Amravati University, Amravati | 19/12/2018    | Student  |
| Potential anti-dengue medicinal plant  | Ku. Karuna K. Borade<br>Ku. Ashwini            | Intra-University “Avishkar”, Sant Gadge Baba Amravati University, Amravati | 19/12/2018    | Student  |

|   |                          |  |            |         |
|---|--------------------------|--|------------|---------|
|   | Solanki                  |  |            |         |
| Malnutrition in tribal area of Buldana district   | Ku. Dnyaneshwari R. Kale | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Role of Maharashtra Agricultural product marketing committee for farmer development: Special reference to Chikhli Taluka APMC | Mr. Dattatray P. Gadhave | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Isolation of endophytes from chili  | Mr. Shubham G. Pawar     | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Isolation of & Characterization of Phosphate solubilizing bacteria from rhizosphere soil                                      | Ku. Rajani N. Dhage      | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Evaluation of bacterial pathogens from currency notes and its public health significance                                      | Mr. Atulkumar D. Mate    | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Biocolour   | Ku. Kalpana S. Rajput    | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Evolution of Pathological bacterial flora on physicians stethoscope   | Ku. Puja D. Harlalka     | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Sanitation & hygiene in Indian trains: determination of bacterial load on toilet door handles of train                        | Mr. Kishor R. Helge      | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| Bharatatil Manavi taskari (Mahila Va Balak) ek vishleshnatmak Abhyas  | Mr. Vishal A. Mohite     | Intra-University "Avishkar", Sant Gadge Baba Amravati University, Amravati | 19/12/2018 | Student |
| What we eating? Food or Slow Poisoning  | Ku. Sadaf Shaikh         | Shri Shivaji Science & Arts College, Akola                                 | 07/02/2019 | Student |
| Are you disturbing Rain? Acid Rain  | Ku. Vaishnavi Karande    | Shri Shivaji Science & Arts College, Akola                                 | 07/02/2019 | Student |

|   |                    |                      |
|---|--------------------|----------------------|
| 3.2.3 No. of Incubation center created, start-ups incubated on campus during the year |                    |                      |
| Incubation Centre   | Name               | Sponsored by         |
| 0   | 0                  | 0                    |
|   |                    |                      |
| Name of the Start-up  | Nature of Start-up | Date of commencement |
| 0   | 0                  | 0                    |



| 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   | 00                     |

| 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   | Zoology          | 02                 | 4.5                           |
| International   | Physics          | 01                 | 0                             |
| International   | English          | 02                 | 4.5                           |
| International   | History          | 01                 | 3.2                           |
| International   | Economics        | 01                 | 5.5                           |
| International   | Computer Science | 01                 | 3.024                         |
| National  | 0                | 0                  | 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 |
| Botany  | ---/02                              |
| History   | ---/01                              |
| Economics   | ---/02                              |
| Marathi   | ---/03                              |
| Physics   | ---/01                              |
| Zoology   | ---/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 |
| Improvement and stable high bioelectricity generation using alkaiphilic oceanobacillus ihyensensis BS1(2) in microbial fuel cells and effect of different anodic operating conditions | Vijayshree Hemke   | Annals of Applied Microbiology & Biotechnology Journal | 25/10/2018          | 1              | Jijamatha mahavidyalay Buldana                            | 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 |
| 0  | 0                  | 0                    | 0                   | 0       | 0  | 0   |

| 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   | 06                  | 15             | 33          | 06          |
| Presented papers   | 00                  | 07             | 00          | 00          |
| Resource Persons   | 01                  | 00             | 00          | 03          |

### 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   | 04  | 120  |
| Kargil Vijay Diwas                                    | NCC   | 04  | 100  |
| Road Safety Week                                      | NCC   | 02  | 105  |
| Swachta Pandhawada                                    | NCC   | 02  | 136  |
| Pulse Polio Drive                                     | NCC   | 02  | 100  |
| Cleanliness Campaign                                  | NCC   | 02  | 90   |
| Tree Plantation Program                               | NCC   | 03  | 50   |
| Congress Grass Eradication Program                    | NCC   | 02  | 110  |
| Blood Donation Camp                                   | NCC   | 04  | 30   |
| 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 |
|----------------------|-------------------|-----------------|---------------------------|
|----------------------|-------------------|-----------------|---------------------------|

|                           |               |                         |    |
|---------------------------|---------------|-------------------------|----|
| Thal Sainik Camp          | Second Prize  | Amravati Group, NCC     | 02 |
| Republic Day Parade       | First Prize   | NCC                     | 01 |
| National Integration Camp | Participation | Pune NCC Group          | 04 |
| Annual Training Camp      | First Prize   | 13 Mah Bn NCC, Khamgaon | 10 |
| Pre-RD Camp               | Participation | NSS University Level    | 02 |
| Swachh Bharat Week        | Participation | NSS University Level    | 02 |
| State Level Camp          | Avhan-2019    | NSS University Level    | 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 |
|------------------------------|---|-------------------------|--|--|
| International Yoga Day       | 13 Mah Bn NCC, Khamgaon                       | Yoga                    | 02   | 120  |
| Pulse Polio Drive            | Rural Hospital, Chikhli                       | Vaccination             | 02   | 100  |
| Road Safety Week             | Police Station, Chikhli, NCC & NSS            | Road Safety             | 02+02  | 105+110  |
| Kargil Vijay Diwas           | 13 Mah Bn NCC, Khamgaon                       | Kargil Vijay            | 02   | 100  |
| Tree Plantation Program      | Social Forestry                               | Environmental Awareness | 02   | 50   |
| Blood Donation Camp          | Shivaji College, Chikhli                      | Blood Donation Activity | 02   | 30   |
| 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 Activity | 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   |
| Swachh Bharat Abhiyan        | NSS( College & SGBAU)                         | Cleanliness             | 02   | 130  |

**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                | 0           | Nil                         | 0        |

| 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 credit co-op society chikhli   | 10/12/2018 to 20/12/2018 | <b>20</b>   |

| 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 |
| Multiple Institutions  | 29/07/2018         | Co-Operation, Promotion & Networking of Institutional Quality Assurance Cell for Standardization of Policies & Procedures | Teacher 03  |
| Maharashtra Centre for Entrepreneurship Development, Amravati Region   | 10/10/2018         | Create Conductive Environment in the Institution for free growth of Entrepreneurship                                      | Student 63<br>Teacher 03                            |

## CRITERION-IV INFRASTRUCTURE AND LEARNING RESOURCES

|   |  |
|---|--|
| <b>4.1 Physical Facilities</b>  |  |
| <b>4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year.</b> |  |
| Budget allocated for infrastructure augmentation  | Budget utilized for infrastructure development |
| Rs.1,00,000/-   | Rs.0.00  |

|  |                        |             |
|--|------------------------|-------------|
| <b>4.1.2 Details of augmentation in infrastructure facilities during the year</b>  |                        |             |
| Facilities   | Existing               | Newly added |
| Campus area  | <b>18.5 Acres</b>      | <b>0</b>    |
| Class rooms  | <b>19</b>              | <b>0</b>    |
| Laboratories   | <b>16</b>              | <b>0</b>    |
| Seminar Halls  | <b>02</b>              | <b>0</b>    |
| Classrooms with LCD facilities   | <b>08 Labs</b>         | <b>0</b>    |
| Classrooms with Wi-Fi/ LAN   | <b>College Campus</b>  | <b>0</b>    |
| Seminar halls with ICT facilities  | <b>1</b>               | <b>0</b>    |
| Video Centre   | <b>0</b>               | <b>0</b>    |
| No. of important equipment's purchased ( $\geq$ 1-0 lakh) during the current year. | <b>425</b>             | <b>0</b>    |
| Value of the equipment purchased during the year (Rs. in Lakhs)                    | <b>Rs. 39,28,600/-</b> | <b>0</b>    |
| Others (Smart Classrooms)  | <b>3</b>               | <b>0</b>    |

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

|                                |               |                       |             |                     |               |                       |
|--------------------------------|---------------|-----------------------|-------------|---------------------|---------------|-----------------------|
| <b>4.2.2 Library Services:</b> |               |                       |             |                     |               |                       |
|                                | Existing      |                       | Newly added |                     | Total         |                       |
|                                | No.           | Value                 | No.         | Value               | No.           | Value                 |
| Text Books                     | <b>39236</b>  | <b>Rs.38,41,557/-</b> | <b>433</b>  | <b>Rs. 96,199/-</b> | <b>39669</b>  | <b>Rs.39,37,756/-</b> |
| Reference Books                | <b>911</b>    | <b>Rs.4,06,467/-</b>  | <b>02</b>   | <b>Rs. 3360/-</b>   | <b>913</b>    | <b>Rs.4,09,827/-</b>  |
| e-Books                        | <b>97000+</b> | <b>—</b>              | <b>0</b>    | <b>0</b>            | <b>97000+</b> | <b>—</b>              |
| Journals                       | <b>51</b>     | <b>Rs.34,378/-</b>    | <b>01</b>   | <b>Rs. 5,061/-</b>  | <b>52</b>     | <b>Rs. 39,439/-</b>   |
| e-Journals                     | <b>6000+</b>  | <b>Rs.5,900/-</b>     | <b>0</b>    | <b>0</b>            | <b>6000+</b>  | <b>Rs.5900/-</b>      |
| Digital Database               | <b>0</b>      | <b>0</b>              | <b>0</b>    | <b>0</b>            | <b>0</b>      | <b>0</b>              |
| CD & Video                     | <b>227</b>    | <b>—</b>              | <b>0</b>    | <b>0</b>            | <b>227</b>    | <b>—</b>              |

|                       |                                  |          |          |          |                                  |          |
|-----------------------|----------------------------------|----------|----------|----------|----------------------------------|----------|
| Library automation    | <b>Partially Books<br/>25639</b> | —        | <b>0</b> | <b>0</b> | <b>Partially Books<br/>25639</b> | —        |
| Weeding (Hard & Soft) | <b>11337</b>                     | —        | <b>0</b> | <b>0</b> | <b>11337</b>                     | —        |
| Others (specify)      | <b>0</b>                         | <b>0</b> | <b>0</b> | <b>0</b> | <b>0</b>                         | <b>0</b> |

### 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 | <b>71</b>       | <b>02</b>     | <b>5</b> | <b>01</b>        | <b>3</b>         | <b>01</b> | <b>11</b>   | <b>10mbps</b>                | <b>0</b> |
| Added    | <b>0</b>        | <b>0</b>      | <b>0</b> | <b>0</b>         | <b>0</b>         | <b>0</b>  | <b>0</b>    | <b>0</b>                     | <b>0</b> |
| Total    | <b>71</b>       | <b>02</b>     | <b>5</b> | <b>01</b>        | <b>3</b>         | <b>01</b> | <b>11</b>   | <b>10mbps</b>                | <b>0</b> |

#### 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 |
| <b>Nil</b>                                 | <b>Nil</b>   |

#### 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 |
|---------------------|--------------------|---------------------------------------|-------------------------------|
| <b>Nil</b>          | <b>Nil</b>         | <b>Nil</b>                            | <b>Nil</b>                    |

### 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 |
|--|--|--|--|
| <b>Rs.2,00,000/-</b>                   | <b>Rs. 1,56,362/-</b>                                      | <b>Rs.1,50,000/-</b>                   | <b>Rs.1,43,726/-</b>                                       |

#### 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)

<http://shivajichk.com/wp-content/uploads/2019/12/Maintance-of-Institute-4.pdf>

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

- 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 | 42                 | Rs.15,300/-      |
| Financial support from other sources     |   |                    |                  |
| a) National                              | Govt. of India (GOI) First Instalment                       | 699                | Rs.4,46,963/-    |
| 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.   | 15/09/2018<br>(2018-19)   | 13                          | Self   |
| Yoga & Meditation  | 21/06/2018 to 28 /06/2018 | 56                          | Shri Ramchandra Mission Chennai Center Chikhli |
| Kalptaru Study Canter for Competitive Examination  | 16/7/1018                 | 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 |
| 2018  | Kalpataru Study Center  | 45   | 45  | 07   | 07                        |
| 2018  | Student aptitude test for Economics   | 300  | 300   | 0  | 0                         |
| 2019  | Competitive examination workshop for Commerce and Economics students                                | 80   | 80  | 0  | 0                         |
| 2018  | Guidance on Vocational courses  | 35   | 35  | 0  | 0                         |
| 2018  | Job Opportunities in Banking Sector   | 40   | 40  | 0  | 0                         |
| 2019  | General Aptitude test of Chemistry  | 38   | 38  | 0  | 0                         |
| 2018  | Skill-Will Club 20 Days workshop for communication, job, soft skill in corporate world (Eng.-Dept.) | 20   | 20  | 0  | 0                         |
| 2019  | Skill-Will Club 20 Days workshop for communication, job, soft                                       | 20   | 20  | 0  | 0                         |



|  |  |  |  |  |
|--|--|--|--|--|
| skill in corporate world<br>(Eng.-Dept.) |  |  |  |  |
|--|--|--|--|--|

|   |                             |  |
|---|-----------------------------|--|
| 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  |

|   |                                 |                           |  |                                 |                           |
|---|---------------------------------|---------------------------|--|---------------------------------|---------------------------|
| <b>5.2 Student Progression</b>                    |                                 |                           |  |                                 |                           |
| 5.2.1 Details of campus placement during the year |                                 |                           |  |                                 |                           |
| <b>On Campus</b>                                  |                                 |                           | <b>Off Campus</b>  |                                 |                           |
| 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   | 0                               | 0                         | Saraswati College, Shegaon, Cognigent, Pune, Tech. Mahindra, ICC, ICO Just dial, | 92                              | 0                         |

|  |  |                               |                           |   |                               |
|--|--|-------------------------------|---------------------------|---|-------------------------------|
| <b>5.2.2 Student progression to higher education in percentage during the year</b> |  |                               |                           |   |                               |
| Year   | Number of students enrolling into higher education | Programme graduated from      | Department graduated from | Name of institution joined  | Name of Programme admitted to |
| 2018   | 05   | Shri Shivaji College, Chikhli | Botany                    | SGB Amravati University, Amravati, Govt. Institute of Science, Aurangabad                 | M.Sc. (Botany)                |
| 2018   | 07   | Shri Shivaji College, Chikhli | Physics                   | GVISH, Amravati, University Dept. Shivaji College, Akola                                  | M.Sc. (Physics)               |
| 2018   | 05   | Shri Shivaji College, Chikhli | Chemistry                 | GVISH, Amravati, University Dept., Jijamata Mahavidyalay, Buldana, Shivaji College, Akola | M.Sc. (Chemistry)             |
| 2018   | 13   | Shri Shivaji College, Chikhli | Mathematics               | GVISH, Amravati, University Dept. Shivaji College, Akola                                  | M.Sc. (Math)                  |
| 2018   | 07   | Shri Shivaji College, Chikhli | Microbiology              | Shri Shivaji College, Chikhli   | M.Sc. (Microbiology)          |
| 2018   | 07   | Shri Shivaji College, Chikhli | Computer Science          | Shri Shivaji College, Chikhli   | M.Sc. (Computer Science)      |
| 2018   | 05   | Shri Shivaji College,         | History                   | Shri Shivaji College, Chikhli   | M.A. (History)                |

|      |    |                               |                   |  |                          |
|------|----|-------------------------------|-------------------|--|--------------------------|
|      |    | Chikhli                       |                   |  |                          |
| 2018 | 05 | Shri Shivaji College, Chikhli | Political Science | Shri Shivaji College, Chikhli  | M.A. (Political Science) |
| 2018 | 29 | Shri Shivaji College, Chikhli | Commerce          | Shri Shivaji College, Chikhli  | M.Com.                   |
| 2018 | 03 | Shri Shivaji College, Chikhli | Zoology           | SGB Amravati University, Amravati and Ramkrushna Morey College, Akurdi, Pune | M.Sc. (Zoology)          |
| 2018 | 07 | 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<br>(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   | 02                                   | MCB- 368384, 353280                          |
| SET   | 01                                   | Pol. Science                                 |
| SLET  | 0                                    | 0  |
| GATE  | 01                                   | CY19S12088004                                |
| GMAT  | 0                                    | 0  |
| CAT   | 0                                    | 0  |
| GRE   | 0                                    | 0  |
| TOFEL   | 0                                    | 0  |
| Civil Services  | 0                                    | 0  |
| State Government Services   | 11                                   | 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 | 54           |
| Folk dance, Mime, Solo song/Dance/One act play, Mimicry, Debates                                       | College    | 116          |
| District level Economics aptitude test   | District   | 381          |
| District level Avishkar Competition  | District   | 132          |
| Competitive exam workshop  | College    | 69           |
| Yuva Bhushan Competition   | College    | 111          |
| Gandhain thought enculturation exam (Gandhi vichar sanskar pariksha)                                   | College    | 69           |
| Katha Spardha on Aai (Mother)  | College    | 15           |
| Kavyarang collection competition   | College    | 35           |
| Elocution competition on occasion of Teachers Day  | College    | 90           |
| Medicinal plant display competition  | College    | 50           |
| Quiz Contest of Micro-Bio Olympiad   | College    | 32           |
| Graduate aptitude test (GAT) -2019 for Chemistry   | College    | 38           |
| Rangoli competition  | College    | 17           |

|  |         |     |
|--|---------|-----|
| Poster presentation                    | College | 18  |
| Handcraft competition                  | College | 16  |
| Mehandi competition                    | College | 12  |
| Flower arrangement and dish decoration | College | 10  |
| Essay Competition                      | College | 43  |
| State level Wild Vegetable Competition | State   | 150 |

### 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 |
|------|--------------------------|----------------------------|--------|----------|-------------------|---------------------|
| 2018 | Colour Coat Holder       | All India Inter-University | 01     | 0        | 9138              | Ku. Radha R. Dukre  |
| 2018 | Colour Coat Holder       | All India Inter-University | 01     | 0        | 11635             | Mr. D. A. Pawar     |
| 2018 | Colour Coat Holder       | All India Inter-University | 01     | 0        | 11037             | Mr. V.S. Makhricha  |
| 2018 | Colour Coat Holder       | All India Inter-University | 01     | 0        | 11358             | Mr. S.G. Patil      |
| 2018 | Bronze Medal             | University level           | 01     | 0        | --                | Mr. Jay Chunawale   |
| 2018 | Bronze Medal             | University level           | 01     | 0        | --                | Ku. Kalyani Burkul  |
| 2018 | Bronze Medal             | University level           | 01     | 0        | --                | Mr. Vinay Zine      |

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 student's 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., and 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.

### 5.3 Alumni Engagement

5.3.1 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.

### **5.3.2 Number of enrolled Alumni**

61

### **5.3.3 Alumni Contribution during the year ( In rupees)**

00

### **5.3.4 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 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

|  |
|--|
| <b>6.1 Institutional Vision and Leadership</b>   |
| 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, 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.</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.   |
| <b>6.2 Strategy Development and Deployment:</b>  |
| 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 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.</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"><li>Recruitment of highly qualified and skilled non-teaching staff.</li><li>Library , laboratory and ICT facilities are provided to the students.</li><li>Reference books, journals, periodicals and other learning sources are easily made available for both teachers and students.</li><li>Teachers are permitted to participate in Refresher Courses, Orientation Courses conferences, seminars, Short Term Courses, Faculty Development Programmes, etc. for knowledge updation.</li><li>The prizes and awards are given to the teachers to encourage them regarding their performances.</li></ol>                    |

❖ 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 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 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\_40582.

| Sr. No. | Text Books | Reference Books | Journals | e-books | e-journal |
|---------|------------|-----------------|----------|---------|-----------|
| 1.      | 39669      | 913             | 52       | 97000+  | 6000+     |

There are 227 CD's and videos are available

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 Anuradha Pharmacy College, Chikhli. 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 motivates 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 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 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 financial support provided | Name of the professional body for which membership fee is provided | Amount of support |
| 2018-19   | 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) |
| 2018  | Nil  | Laboratory safety programme for laboratory attendant                            | 10/08/2018 to 10/08/2018   | 00                                   | 20   |
| 2019  | State Level Workshop on 'Women Empowerment'                                  | Nil   | 08-03-2019 to 08-03-2019   | 150                                  | 0  |
| 2019  | State Level Workshop on 'Intellectual Property Right'                        | Nil   | 03-04 -2019 to 04-04- 2019 | 117                                  | 0  |

| 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)     |
| Refresher Course   | 01                              | 25/07/2018 to 14/08/2018 (21 days) |
| Refresher Course   | 01                              | 06/08/2018 to 29/08/2018 (24 days) |
| Refresher Course   | 01                              | 21/08/2018 to 10/09/2018 (21 days) |
| Refresher Course   | 01                              | 20/08/2018 to 12/09/2018 (23 days) |
| Refresher Course   | 01                              | 22/11/2018 to 12/12/2018 (21 days) |
| Short Term Course  | 01                              | 01/10/2018 to 06/10/2018 (06 days) |
| Short Term Course  | 01                              | 21/01/2019 to 27/01/2019 (07 days) |
| Short Term Course  | 01                              | 01/08/2018 to 07/08/2018 (07days)  |
| Short Term Course  | 01                              | 17/12/2018 to 23/12/2018 (07 days) |

| 6.3.4 Faculty and Staff recruitment (no. for permanent / fulltime recruitment) |          |              |                    |
|--|----------|--------------|--------------------|
| Teaching   |          | Non-teaching |                    |
| Permanent  | Fulltime | Permanent    | Fulltime/temporary |
| 24   | 24       | 33           | 33                 |



|                           |  |
|---------------------------|--|
| 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"> <li>Students' Scholarship Awards</li> </ul> |

|  |
|--|
| <b>6.4 Financial Management and Resource Mobilization</b>  |
| 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.00.00                       | College Development          |
| 2. Shri Shivaji College Earners Credit Society   | Rs. 15,300/-                   | For honour of merit students |
| 6.4.3 Total Corpus Generated: Rs. 15,300/-   |                                |                              |

|  |          |  |          |  |
|--|----------|--|----------|--|
| <b>6.5 Internal Quality Assurance System</b>                         |          |  |          |  |
| 6.5.1 Whether Academic and Administrative Audit (AAA) has been done? |          |  |          |  |
| Audit Type   |          | External   |          | Internal                                   |
|  | Yes / No | Agency   | Yes / No | Authority                                  |
| Academic   | Yes      | 1. Dr. R. E. Khansan, Shri D. M. Burungle Sci. & Arts College, Shegaon, Dist. Bildana<br>2. Dr. S. V. Agarkar, B. B. Arts, N. B. Commerce & B. P. Sci. College, Digras, Dist. Yavatmal | Yes      | Academic Audit Committee at college level. |
| Administrative   | Yes      | Senior Auditor, Amravati.  | Yes      | Bhagwan Nagwani and Co.                    |

|   |
|---|
| <b>6.5.2 Activities and Support from the Parent- Teacher Association (at least three)</b>   |
| <ul style="list-style-type: none"> <li>Parent Teacher Meet was organized. (03/09/2019)</li> <li>District level ecofriendly Ganesha idol preparation workshop</li> </ul> |

|  |
|--|
| <b>6.5.3 Development programmes for support staff (at least three)</b>   |
| <ul style="list-style-type: none"> <li>Laboratory Safety Awareness Programme</li> <li>Energy Resource Saving Workshop</li> <li>Water Management</li> <li>Green Army</li> </ul> |

| <b>6.5.4 Post Accreditation initiatives (mention at least three)</b>  |
|---|
| <ul style="list-style-type: none"> <li>• District level Avishkar competition for students in association with S.G.B. Amravati University, Amravati.</li> <li>• Recognition of research centres and supervisors</li> <li>• Energy audit of college campus</li> </ul> |

| <b>6.5.5</b>   |
|--|
| 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     |

| <b>6.5.6 Number of Quality Initiatives undertaken during the year</b> |   |                             |                                |                        |
|---|---|-----------------------------|--------------------------------|------------------------|
| Year  | Name of quality initiative by IQAC                  | Date of conducting activity | Duration (From – to)           | Number of participants |
| 2018  | State level workshop on e-Content                   | 03/10/2018                  | 03/10/2018<br>to<br>04/10/2018 | 177                    |
| 2019  | State level workshop on Intellectual Property Right | 03/04/2019                  | 03/04/2019<br>to<br>04/04/2019 | 117                    |
| 2019  | State level workshop on women empowerment           | 08/03/2019                  | 08/03/2019<br>to<br>08/03/2019 | 86                     |

## 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 |
| Beti Bachav Beti-Padhav ( Essay Competition)  | 02/10/2018 to 02/10/2018 | 37           | 0    |
| State level women’s empowerment workshop  | 08/04/2019 to 08/04/2019 | 85           | 40   |
| Visit to Motoshri Montessori Training Center for girls students by Home Economics Department                    | 20/02/2019 to 20/02/2019 | 10           | 0    |
| “Save Girl Child” mime programme presented by College Students in Annual social gathering                       | 25/12/2018 to 25/12/2018 | 32           | 0    |

| 7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:<br>Percentage of power requirement of the College met by the renewable energy sources   |
|--|
| <ul style="list-style-type: none"> <li>• Tree plantation-Green drive by NCC – 22<sup>nd</sup> July 2018</li> <li>• Making Eco-friendly Ganapati workshop- 28<sup>th</sup> Aug. 2018</li> <li>• World Sparrow Day by Zoology Department - 20<sup>th</sup> March 2019</li> <li>• Birds Diversity in Chikhli region- Zoology Department</li> <li>• Suggestion stickers in each department and rooms about energy saving.</li> <li>• Classroom and laboratories with efficient natural lightening to save electricity to minimize use of lights and fans (Specially Botany, Zoology, Microbiology and Electronics departments).</li> </ul> |

| 7.1.3 Differently abled (Divyangjan) friendliness        |                                  |                      |
|--|----------------------------------|----------------------|
| Items Facilities   | Yes/No                           | No. of Beneficiaries |
| Physical facilities                                      | Yes                              | 1                    |
| Provision for lift                                       | No                               | 0                    |
| Ramp/ Rails  | Yes                              | 1                    |
| Braille Software/facilities                              | No                               | 0                    |
| Rest Rooms   | Yes                              | 1                    |
| Scribes for examination                                  | Yes<br>(As per University Rules) | 2                    |
| Special skill development for differently abled students | No                               | 0                    |
| Any other similar facility                               | Western Commode                  | 2                    |

| 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 | Number of initiatives taken to engage with and contribute to | Date and duration of the initiative | Name of the initiative | Issues addressed | Number of participating students and staff |
|  |  |  |                                     |                        |                  |  |

|      |               |                 |                      |   |                      |     |
|------|---------------|-----------------|----------------------|---|----------------------|-----|
|      | disadvantages | local community |                      |   |                      |     |
| 2018 | 1             | 1               | 21/06/2018           | International Yoga Day by Physical Edu. Dept.                     | Importance of Yoga   | 100 |
| 2018 | 1             | 1               | 15/09/18 to 21/09/18 | Cleanliness week  | Cleanliness Campaign | 42  |
| 2019 | 1             | 1               | 24/04/19             | Distribution of Fruits for poor Patient in Rural Hospital Chikhli | Help to poor Patient | 32  |

|  |                      |   |
|--|----------------------|---|
| 7.1.5 Human Values and Professional Ethics<br>Code of conduct (handbooks) for various stakeholders |                      |   |
| Title  | Date of Publication  | Follow up (maximum 100 words each)  |
| Teachers Diary and Prospectus of College   | 1 <sup>st</sup> 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  | 21/06/2018 to 21/06/2018    | 42                     |
| Shahu Maharaj Birth Anniversary (Social Justice Day)                    | 26/06/2018 to 26/06/2018    | 53                     |
| Celebration of Independence Day   | 15/08/2018 to 15/08/2018    | 350                    |
| Pandharinath Patil Birth & Death Anniversary                            | 21/09/2018 to 02/10/2018    | 82                     |
| District level Examination on Gandhain thoughts by Marathi Department   | 01/10/2018 to 30/10/2018    | 27                     |
| Universal Human Right Day   | 10/12/2018 to 10/12/2018    | 48                     |
| Dr. Panjabrao Deshmukh Birth Anniversary                                | 23/12/2018 to 27/12/2018    | 360                    |
| National Voters Day   | 25/01/2019 to 25/01/2019    | 52                     |
| Celebration of Republic Day   | 26/01/2019 to 26/01/2019    | 340                    |
| Shivaji Maharaj Birth Anniversary                                       | 19/02/2019 to 19/02/2019    | 42                     |
| Dr. Babasaheb Ambedkar Birth Anniversary                                | 14/04/2019 to 14/04/2019    | 37                     |

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

|  |
|--|
| • Tree plantation-Green drive by NCC – 22 <sup>nd</sup> July 2018            |
| • Eco-Friendly Ganesh Idol Preparation Workshop - 28 <sup>th</sup> Aug. 2018 |
| • World Sparrow Day by Zoology Department - 20 <sup>th</sup> March 2019      |
| • Eco-friendly Raksha-Bandhan by Dept. of Botany                             |
| • Eradication of Congress Grass (Parthenium) by NCC Unit                     |

## 7.2 Best Practices:

<http://shivajichk.com/wp-content/uploads/2019/12/BEST-PRACTICE-2018-19.pdf>

### Best Practice-I

- 1) Title of the Practice:** Energy audit of college campus.
- 2) Goal:** To determine how and where energy is used and to identify methods for energy savings.
- 3) The Context:** Energy audits reveal your usage patterns, identify waste, over-expenditure and, generally, make you fully cognizant of where expenditure on energy consumption can be reduced. Lower energy consumption equals lower energy costs. And, of course, less energy consumption is obviously good for the environment.
- 4) The Practice:** The energy audit of our college is done by PPS Energy Solutions, Pune in collaboration with Maharashtra Energy Development Agency (MEDA). A team of three members headed by Mr. Prashant Darade visited the college for the energy audit. Energy bills of past 12 months were submitted to the team leader before the actual visit of the team. The team went to each department, hostel, administrative block, library, labs and other college campus, detailed information about appliances was collected. Many appliances were mentioned rated values on name plate but actual power consumed is measured by power analyzer. Some other useful information was also obtained with interviewing electricians working in the institute.
- 5) Evidence of Success:** There are various ways of improving present situation. As a first step instructions were displayed in each department and classrooms for students, teaching and non-teaching staff members to use fans, tube lights and other equipment's whenever necessary. As a future plan college is planning use of LEDs, purchase fans and other equipment's of low power rating that may be very useful in reducing the electricity bill.
- 6) Problems encountered and resources required:** Main problem was faced during the data collection concerned with time usage of electrical appliances hours per day and days per year. To sort out this particular problem, data collection was verified with electricians and office workers.

### Best Practice: II

- 1) Title of the Practice:** Eco-friendly Ganesh Idol Preparation
- 2) Goal:** Protecting Environment and encouraging Eco-friendly practice of Ganesh Festival Celebration and To bring it to the notice of students, the water pollution caused by Ganesh Festival Celebration
- 3) Context:** It has been found that Plaster of Paris is used as a major material to mould the Ganesh idol which contains harmful chemicals such as magnesium, gypsum, sulphur, and phosphorus. The colours which are used to paint the idols also contain harmful chemicals and the decoration material made of thermocol and plastic is not biodegradable. The immersion of these idols into the water kills the aquatic plants and animals. Even the water bodies like ponds and rivers which are source of potable water get contaminated resulting into health issues. Therefore it is must to find out an alternative way to celebrate the festival and keep the environment safe.
- 4) Practice:** We need to adopt is of preparing the idols from clay and for painting organic colours should be used. Biodegradable material like Wood, cloth and paper can be used for decoration. The method of preparing Ganesh idol from clay was demonstrated to the students. Later students also tried their hand preparing the idol from clay.
- 5) Problems Encountered:** The participant students were unable to mould attractive idols from clay. Some of the students opined that the charm of the festival celebration will be lost if simple idols made from clay

are installed.

- 6) **Evidence of Success:** All the participant students decided to celebrate the Ganesh festival with the idol made of clay and to use biodegradable material for decoration. These students also decided to make their neighbours aware about water pollution and the eco-friendly way of Ganesh festival celebration.

### 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-1-2.pdf>

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

- Eco-Friendly Ganesh Idol Preparation Workshop
- University Level Workshop on Save Energy
- Eco-Friendly Raksha-Bandhan programme for trees
- Hands on training for students on “Tissue Culture”
- Seed Ball activity for conservation of seeds
- Right to Information programme

**ANNEXURE-A**

**Shri Shivaji Science and Arts College, Chikhli, Dist. Buldana  
Academic Calendar 2018-2019**

| Jun-18              | Jul-18  | Aug-18              | Sep-18             | Oct-18              | Nov-18                  | Dec-18     | Jan-19          | Feb-19  | Mar-19             | Apr-19                  | May-19     |
|---------------------|---------|---------------------|--------------------|---------------------|-------------------------|------------|-----------------|---------|--------------------|-------------------------|------------|
| 1                   | 1 Sun   | 1                   | 1                  | 1 First Unit Test   | 1                       | 1          | 1               | 1       | 1                  | 1                       | 1          |
| 2                   | 2       | 2                   | 2 Sun              | 2 Holiday           | 2                       | 2 Sun      | 2               | 2       | 2                  | 2                       | 2          |
| 3 Sun               | 3       | 3                   | 3                  | 3 First Unit Test   | 3                       | 3          | 3               | 3 Sun   | 3 Sun              | 3                       | 3          |
| 4                   | 4       | 4                   | 4                  | 4                   | 4 Sun                   | 4          | 4               | 4       | 4 Holiday          | 4                       | 4          |
| 5                   | 5       | 5 Sun               | 5                  | 5                   | 5 Winter Vacation Start | 5          | 5               | 5       | 5 Second Unit Test | 5                       | 5 Sun      |
| 6                   | 6       | 6                   | 6                  | 6                   | 6                       | 6          | 6 Sun           | 6       | 6 Second Unit Test | 6                       | 6          |
| 7                   | 7       | 7                   | 7                  | 7 Sun               | 7                       | 7          | 7               | 7       | 7 Second Unit Test | 7 Sun                   | 7          |
| 8                   | 8 Sun   | 8                   | 8                  | 8                   | 8                       | 8          | 8               | 8       | 8 Second Unit Test | 8                       | 8          |
| 9                   | 9       | 9                   | 9 Sun              | 9                   | 9                       | 9 Sun      | 9               | 9       | 9 Second Unit Test | 9                       | 9          |
| 10 Sun              | 10      | 10                  | 10                 | 10                  | 10                      | 10         | 10              | 10 Sun  | 10 Sun             | 10                      | 10         |
| 11                  | 11      | 11                  | 11                 | 11                  | 11 Sun                  | 11         | 11              | 11      | 11 First Unit Test | 11 Second Unit Test     | 11         |
| 12                  | 12      | 12 Sun              | 12                 | 12                  | 12                      | 12         | 12              | 12      | 12 First Unit Test | 12 Second Unit Test     | 12         |
| 13 First Term Start | 13      | 13                  | 13 Holiday         | 13                  | 13                      | 13         | 13 Sun          | 13      | 13 First Unit Test | 13                      | 13         |
| 14 Admission        | 14      | 14                  | 14                 | 14 Sun              | 14                      | 14         | 14              | 14      | 14 First Unit Test | 14                      | 14 Sun     |
| 15 Admission        | 15 Sun  | 15 Independence Day | 15                 | 15                  | 15                      | 15         | 15              | 15      | 15 First Unit Test | 15                      | 15         |
| 16 Holiday          | 16      | 16                  | 16 Sun             | 16                  | 16                      | 16 Sun     | 16              | 16      | 16 First Unit Test | 16                      | 16         |
| 17 Sun              | 17      | 17 Holiday          | 17                 | 17                  | 17                      | 17         | 17              | 17      | 17 Sun             | 17 Sun                  | 17 Holiday |
| 18 Admission        | 18      | 18                  | 18                 | 18 Holiday          | 18 Sun                  | 18         | 18              | 18      | 18                 | 18                      | 18 Holiday |
| 19 Admission        | 19      | 19 Sun              | 19                 | 19                  | 19                      | 19         | 19              | 19      | 19 Holiday         | 19                      | 19 Holiday |
| 20 Admission        | 20      | 20                  | 20 Holiday         | 20                  | 20                      | 20         | 20 Sun          | 20      | 20                 | 20                      | 20         |
| 21 Admission        | 21      | 21                  | 21                 | 21 Sun              | 21                      | 21         | 21              | 21      | 21 Holiday         | 21 Sun                  | 21         |
| 22 Admission        | 22 Sun  | 22 Holiday          | 22                 | 22 Second Unit Test | 22                      | 22         | 22              | 22      | 22                 | 22                      | 22         |
| 23 Admission        | 23      | 23                  | 23 Sun             | 23 Second Unit Test | 23                      | 23 Sun     | 23              | 23      | 23                 | 23                      | 23         |
| 24 Sun              | 24      | 24                  | 24 First Unit Test | 24 Second Unit Test | 24 Winter Vacation End  | 24         | 24              | 24 Sun  | 24 Sun             | 24                      | 24         |
| 25 Admission        | 25      | 25                  | 25                 | 25 Second Unit Test | 25 Sun                  | 25 Holiday | 25              | 25      | 25                 | 25                      | 25         |
| 26 Admission        | 26      | 26 Sun              | 26 First Unit Test | 26 Second Unit Test | 26                      | 26         | 26 Republic Day | 26      | 26                 | 26                      | 26 Sun     |
| 27 Admission        | 27      | 27                  | 27 First Unit Test | 27 Second Unit Test | 27                      | 27         | 27 Sun          | 27      | 27                 | 27                      | 27         |
| 28 Admission        | 28      | 28                  | 28 First Unit Test | 28 Sun              | 28                      | 28         | 28              | 28      | 28                 | 28                      | 28 Sun     |
| 29 Admission        | 29 Sun  | 29                  | 29 First Unit Test | 29                  | 29                      | 29         | 29              |         | 29                 | 29(Summ Vacation Start) | 29         |
| 30 Admission        | 30      | 30 Sun              | 30 Sun             | 30                  | 30                      | 30 Sun     | 30              |         | 30                 | 30                      | 30         |
|                     | 31      | 31                  |                    | 31                  |                         | 31         | 31              |         | 31 Sun             |                         | 31         |
| 14 Days             | 26 Days | 24 Days             | 23 Days            | 25 Days             | 07 Days                 | 25 Days    | 26 Days         | 23 Days | 24 Days            | 23 Days                 | 00 Days    |

1) Total Working Days-240 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)