



# **SELF STUDY REPORT**

**FOR**

**3rd CYCLE OF ACCREDITATION**

**SMT. KESHARBAI LAHOTI MAHAVIDYALAYA, AMRAVATI.**

VIDYA NAGAR MORSHI ROAD, AMRAVATI - 444603.

[www.klmvamravati.co.in](http://www.klmvamravati.co.in)

Submitted To

**NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL BANGALORE**

**December 2021**

# 1. EXECUTIVE SUMMARY

---

## 1.1 INTRODUCTION

Smt. Kesharbai Lahoti Mahavidyalaya, run by Shri. Ganeshdas Rathi Chhatralay Samiti, was established on 20th June 1960. Recently, the Society has been recognized as Marwari Linguistic Minority Educational Society by the Government of Maharashtra. The college started with just one course of B.A. and in 1962 B.Com. was added. Since then it has been a victorious march adding M.A. (Hindi) in 1970 and M.Com. in 1972, Diploma in Taxation (D.Tax.) in 1981, Diploma in Business Management (D.B.M.) in 2003, M.A. History in 2005, M.A. Geography, Master of Computer Management (M.C.M.), Bachelor of Business Administration (B.B.A.) in 2006 and Bachelor of Computer Application (B.C.A.) in 2008. The U.G.C. Sponsored Career Oriented Courses viz. - a) Event Management b) E-Commerce c) Accounting & Auditing d) Fashion Designing. M.A. Political Science & Gandhian Study Centre in 2011 were subsequently added. The junior wing came into existence in 1976 and addition came of IT in 2007 and Maths in 2009. Another stream was added in the junior wing with the commencement of M.C.V.C. in 1992.

The Management, the Principal and the Staff are proud to state that the college has a unique existence in Sant Gadge Baba Amravati University and the city of Amravati as the only college offering instruction in three media viz. English, Hindi and Marathi in Commerce faculty and running professional courses like Diploma in Taxation (D.Tax.), Diploma in Business Management (D.B.M.), Bachelor of Computer Application (B.C.A.) and Bachelor of Business Administration (B.B.A.). In addition to this, the college has earned great reputation for its contribution in the field of games & sports. In last Academic year i.e. 2018-19, the college has allotted 8 Ph.D. Research centres in the subjects of Commerce, Business Economics, Hindi, English, Persian, Economics, Political Science and Geography by Patron Varsity. At the same time, the new certificate courses in Textile Weaving, Retail Sales Associate, Cashier, Desk Top Publishing and Tally are to commence from the Academic session 2019-20 with due permission from SGBAU Department of Lifelong Learning and Extension services.

### Vision

To become an active agent in reforming the society through education and allied activities and building a powerful and prosperous India.

### Mission

*Tamaso Ma Jyotirgamaya* Lead me from darkness to light - this prayer taken from *Rigveda* is the noble and exalted mission of Shri. Ganeshdas Rathi Shiksha Samiti. Being an educational Institution for higher education, established and run by Shri. Ganeshdas Rathi Shiksha Samiti, Smt. Kesharbai Lahoti Mahavidyalaya becomes a natural heir to this mission of the Society and rightly adopted it so. Thus the noble mission of this college is removal of darkness from human mind through education and thereby bring light and wisdom into human life. Right from its inception in 1960, the college has steadily and sincerely endeavoured to bring this noble mission to fruition.

## 1.2 Strength, Weakness, Opportunity and Challenges(SWOC)

## **Institutional Strength**

The identified strengths of the college are:-

- A renowned College of the region having a brand image of its own.
- Only college in the city offering education in three media- English, Hindi and Marathi.
- Most preferred college for the CA aspirants of Amravati.
- Committed Management with clear vision for development.
- Only college in the city offering five language subjects (English, Hindi, Marathi, Urdu and Persian) at UG level.
- Well developed Research culture. The total permanent staff of college, as of today, is 36, out of which 31 teachers are Ph.D. holders and 23 Research Guides. Further the college has started Ph.D. Research Centres in eight subjects.
- A rich Library with more than 50,000 books.
- Excellent sports facility.
- The college of choice for the budding sporting talents.
- Having good students strength in college.
- English, Commerce, Geography and Computer Labs for better learning experience.
- Academic flexibility through elective options offering UG/PG and Research Programmes in various disciplines.
- The institution has a track-record of producing meritorious and disciplined students.
- “Jyoti”- the college magazine, a platform for student to express their intensely felt emotions and also to explore their latent talent.
- Regular conduct of soft skill training programmes.
- Robust Mentor-mentee scheme.
- Conduct of Green Audit/Energy Audit.
- Well qualified, competent and dedicated teaching staff.
- Intensive Campus placement drives. The college invites MNCs for Campus Placements.
- Only college in the city to run Functional English as an optional subject.
- Computer and internet facilities are made available to every department.
- Modern teaching aids like LCD projectors installed in classrooms.
- Various student support facilities such as NSS, NCC (both for boys and girl), Placement Drives, Sports, etc. are available.
- Encouragement to students for participation in various International, National, State, University and regional level competitions.
- Proactive Alumni Association.
- Secure and safe environment for girl students with CCTV vigilance in every corner of the college premises.

Hostel facility for girl students. Free accommodation to girls participating in sporting events.

## **Institutional Weakness**

Any educational institution in its path towards progress faces many difficulties which are required to tackle diligently so as to over-come them and move incessantly towards the cherished goal of spreading education amongst the masses. The college acknowledges its short comings and makes ceaseless efforts for achieving excellence in academics.

- Over burdened non-teaching staff due to government restriction on recruitment.
- Less employment opportunities due to industrial backwardness of the region.
- Since the majority of students come from rural background or marginalized class, they lack proficiency in English language.
- College is centrally located which prevents further expansion due to space constraint.
- Insufficient staff (Teaching and Non-teaching) due to Govt. restriction on recruitment.
- Lesser number of linkages and collaborations.
- Inadequate infrastructure for sports and games.
- Limited National/international academic collaborative programmes.
- Weak socio-economic background of the students hinders their studies.
- Government support through non-salary grant is totally stopped which has impacted the general development of the institution badly.
- Inordinate delay caused by authorities in sanctioning and appointing faculty against vacancies.

Lack of avenues for international and cultural exchange programmes.

### **Institutional Opportunity**

An opportunity is an external situation that, if acted upon, may have a positive impact on the institution. Recognizing the opportunities and grasping them whenever they come helps the institution in planning and executing the strategies to get the desired results.

- To develop effective industry-institute linkages.
- To tap up fully the strong alumni base for developing infrastructure and to strengthen student support mechanism.
- To initiate tie-ups with National and International organisations.
- Expanding the base of social service in neighborhood.
- To get RUSA 2.0. assistance.
- To start more P.G. Courses.
- To start Ph.D. Research Centres in more subjects.
- To encourage students, and teachers as well to go for NPTEL courses.
- To further widen the range of programmes by introducing more job oriented programmes.

To enhance academic and research output.

### **Institutional Challenge**

A challenge is an external factor or situation, that if not rectified may make the institution vulnerable. The present technological era demands adopting from socially weaker sections.

- Financial crunch due to irregular reimbursement of funds by the government.
- Increasing the number of placements and training activities.

- To develop faculty exchange, students exchange, and Resource sharing programmes with institutions and organisations of repute.
- Developing credible expertise to offer consultancy.
- To institutionalize diverse courses to meet market and societal requirements.
- Regularization of employment and job Security to Staff in Self-financial section.
- Inadequate financial support from funding agencies.
- Globalisation and privatization of Higher Education.
- Government's apathy towards higher education reflecting in policy of putting a total ban on sanctioning government funded new courses to colleges.

## 1.3 CRITERIA WISE SUMMARY

### Curricular Aspects

The College is affiliated to Sant Gadge Baba Amravati University, Amravati and that makes it mandatory to follow the curriculum designed by the University. A meticulous planning and strict adherence to it helps us implement the university curriculum effectively. At the very outset, the time-table committee of the college chalks out the time-table as per the lectures of the Arts and Commerce streams. All the departments of the college prepare an annual academic calendar to be implemented for the smooth and effective running of the curricular as well as co-curricular activities. Short term courses and soft skill programs are conducted for the overall development of the student. There are a number of programmes in which elective course system is implemented. A number of add on /certificate courses are offered to hone the skills of the students. Tutor-Ward (Mentor-Mentee) system is implemented for identifying weaknesses and strengths of the students and addressing the issues in a required manner. The staff members participate in the activities related to curriculum development and assessment. They also shoulder the responsibilities on the academic bodies of the university. For giving the experiential learning to the students the institution organizes guest lectures, ICT based seminars, field visits, industrial tours etc.

The formation of Internal Complaint Committee (ICC) is formed as per the norms of the government. The college, besides stuffing the inmates with academics realizes the need to instill the soft tendencies in the students. They are groomed by integrating issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum. Feedback on teaching and curriculum helps the teachers understand the shortcomings so that remedial and constructive steps may be taken in that direction.

### Teaching-learning and Evaluation

Admission process of the college is carried out as per government norms. Average enrolment of students is about 69%.and of SC/ST/OBC is up to the maximum seats allotted. This demonstrates the commitment to provide access to education to socially and economically weaker sections even after being a minority institution.

The college adopts the student-centric learning and regards experiential learning as the corner stone of academic process. The study tours, internships and project works play a pivotal role in enhancing the learning experiences of the students.

The learning levels of students are assessed during internal tests, assignments, semester end university

examinations and interactions during the regular classroom sessions. Students are classified as slow learners and advanced learners. Slow learners are counseled and provided with remedial classes and study material to enhance their abilities. Advanced learners are provided with various platforms which prove instrumental in quenching their academic and intellectual thirst.

The academic activities of the college are carried out as chalked out at the beginning of the session. The academic calendar includes academic planner, conduct of internal tests, vacations and examinations as per norms of university.

Mentors monitor the progress of students and maintain a constant interaction with the students. Mentor: Mentee ratio is about 1: 52. Nearly 87% of the teachers are PhDs. i.e. 31 out of total 37 and 23 of these are research guides. Average teaching experience of teachers is about 17 years. All the staff members use various ICT tools for effective teaching.

The average success rate of outgoing students is about 76%. Students have been bagging ranks and gold medals at the university examinations both at UG and PG levels.

### **Research, Innovations and Extension**

The institution always believes in quality research and its commitment to promote research based activities are helpful for the teachers and students to grow academically. During 2016-17 to 2020-21, the faculty of the college published more than 500 research papers in peer reviewed and refereed journals 98 of which are published in UGC listed journals.

Apart from their regular duty of teaching, teachers also shared their knowledge by publishing books, editing books volume and also publishing chapters in edited volumes published by national and international publishers. The institution always strives hard to inculcate scientific approach in students and encourages them to apply analytical faculty of the brain and for attaining this cherished purpose a programme on “Superstition Eradication and Scientific Attitude” was organized in the college. Students learned the science behind various tricks used by the self-proclaimed god-men to cheat the innocent people. Such programmes help them to become alert citizens. For sensitizing students to social issues, extension activities with various NGOs and social organizations are carried out. For the purpose, MoUs with NGOs namely Aadhar Foundation, WildLife and Environment Conservation Society (WECS), Rotary Club of Amravari Ambanagari etc. are signed. Programmes like Tree Plantation, Cleanliness drives, Legal Guidance etc. are organized on a regular basis.

With the help of Aadhar Foundation, clothes, grocery items and other materials are provided to the poverty stricken tribes residing in remote areas of Melghat region, infamous nationwide for child deaths due to malnutrition.

During 2018-19, the institution has carried out a mission of helping the leprosy patients residing in Tapovan, the temple of humanity and haven for lepers. A group of students visited there daily and helped the neglected and distressed people in their daily chores. They learned that the disease of leprosy is caused by bacteria and not by curse or the bad deeds of past birth. To build their confidence, a visit to the Dept. of Microbiology and Biotechnology, Shri Shivaji Science College was organized. Students observed various bacterial slides through microscope, tissue culture technique and various apparatus used in the laboratory.

## Infrastructure and Learning Resources

The quality of Infrastructure and learning resources of the institution gets reflected in its academic and physical facilities available on the campus.

The college is located in 1.58 acres of land and having nearly 5000 Sq.Mt. built up .The college building comprises of five blocks, four of which are three storied and one two storied.

- One Administrative and Library block
- Main building having 23 class rooms, 5 lab cum class rooms ,NAAC office, Departments of English, Geography, NSS, NCC, Fashion designing, Career counselling cell, Ph.D. research center and an Auditorium.
- MCVC building having 12 class rooms, staff room, one lab and ladies and gents toilets.
- Two storied Staff Building with nine Academic departments.
- Three storied building having Sports Department, Health Centre, Yoga & Zumba Hall, Canteen and Warden Office and Women hostel with capacity of 65 beds and one girls' common room.

The college has separate parking area for students and staff.

There are 11 class rooms, 5 lab cum-class rooms and 1 seminar hall with ICT facilities. The college has well equipped gym, Multi purpose hall for indoor games (T.T. ,Chess), etc. and Cultural activities. Outdoor sports facilities, such as basketball, Kho-Kho, Kabaddi and Volleyball courts are also available in the campus premises.

The college library has approximately 50000 books and journals, and subscription for renowned Hindi ,English, Marathi ,and Urdu daily news papers. Library is automated with the software Libsoft (ILMS), Vidwan database and subscription for N-list program of Inlibnet which opens the door for 3135809 e-books and 6237 e-journals. There are braille CDs and books available for visually impaired students .The college has two generators, one each of 15 KV and 20 KV.

## Student Support and Progression

The college takes every step for student support and progression. Students are benefited by scholarships provided by the Government, Institution, alumni and philanthropists. The institution takes initiatives for capacity building and skill enhancement activities. There is a well planned system for the guidance for competitive examinations and career counseling and a number of students are benefited by the same. The institution follows a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases. The regulatory body works for the implementation of the same. The college has a placement cell that helps the outgoing students get a placement in the companies of repute. During last five years 214 students got placement in various companies. The college is known for its quality education and a number of students pursue the higher education and attain the positions of repute. The cultural committee of the college works to provide a suitable platform to channelize the latent talent of the upcoming stars in the college. Our players are also motivated and inspired by providing all the facilities required to uplift their performance. As a result there is a long list of students winning awards and medals in sports and cultural activities at Inter-University, State, National and International level. The college constitutes 'Students' Council' as per government norms. Proper representation is given to the students in various academic and administrative committees. The college has an Alumni Association registered under the society registration Act, 1860. Since

its establishment, the college has a proud privilege to have a long list of highly eminent and dignified personalities as the alumni. Alumni extend their support for the placement of the students from time to time. As a token of gratitude towards its alma mater, some generous and kind hearted alumni felicitate meritorious students with the cash prize.

### **Governance, Leadership and Management**

Governance, Leadership and Management The vision and mission of the college is in tune with the national policies of higher education, based on commitment towards excellence, achieving educational objectives and acquiring competency required to succeed in 21st century through activities such as Soft Skills Development Programme, Students Welfare Schemes, Sports, NCC, NSS, etc. The college practices decentralization and participative management through College Development Committee, IQAC and various committees for administration and welfare of the students. The IQAC designed a perspective plan for the augmentation of academic, administrative and infrastructural facilities and the deployment is done through the working of various committees headed by senior faculty. There are number of welfare measures for the benefit of teaching and non-teaching staff.

The performance of the teaching and non-teaching staff is assessed through the Appraisal System. Professional development, training programmes, seminars, conferences and workshops are organized by the institution for teaching and non-teaching staff for updating their knowledge. Faculty is encouraged to participate in Orientation, Refresher Courses, Workshops, etc. The IQAC contributes towards quality assurance strategies and processes related to academics and administration. There has been a continuous, incremental growth in the post accreditation period by addition of new courses, Research centres, study centre, workshops, Career Development and Placement Services, upgradation of hardware and software. There is an effective use of ICT in teaching and learning system with a gradual increase in the use of New Technology for enhancement. The college Implements outcome based education and attainment of learning outcomes. The College has constituted different cells and committees for the successful implementation of the resolutions.

The College provides both statutory and non-statutory welfare measures for the benefit of the faculty and the supporting staff. The IQAC being the central body within the college monitors and reviews the teaching learning process regularly. To enhance the professional development of teaching and non-teaching staff IQAC organized several Conferences, Workshops, FDP/Training programmes, Guest lecturers/Special lectures and deputation of faculty to attend seminars/ conferences/ workshops. Performance appraisal system of the staff includes - Student feedback, Peer feedback, Feedback from parents and alumni.

### **Institutional Values and Best Practices**

The institution endeavours to work as a catalyst in making each and every learner a balanced human being. The college takes care to nurture friendship with the renewable energy sources and conservation methods .There are solar panels on the campus. The use of LED lights is promoted. The “Energy Audit” is conducted every year.

Our institution takes all the possible steps for the maintenance of clean and green campus.

The college has Rain Water harvesting as well as Bore well. Green Audit is done on regular basis.

As per the guidelines given by the UGC, the college adopts every possible measure to provide ease and



comfort to the divyangjans.

The vision and mission statement of the College acts as a power centre exerting a centripetal force on our team of teaching and non-teaching staff members. In spite of having diverse accents they remain united for creating a quality ambience to cater quality education. The curricular and extracurricular activities promote communication, tolerance, and understanding.

Our institution teaches the students to cater to the demands of the society and become a responsible citizen. This is done through various activities like Blood Donation Camp, Voting Awareness Rally, N.S.S. Camp, Tree Plantation, Cleanliness Drive etc. The institution has a prescribed code of conduct and organises periodic programmes in this regard.

The two best practices successfully implemented by the Institution are 'Job opportunities through Placement Cell' and 'Helping Hand to the deserving students'. The Institute helps each student in exploring placement opportunities by inviting various companies for campus recruitment of students who are in the final year of the programme and are likely to graduate at the end of the academic year. The department of Sports took initiative and started a 'Student's Welfare Committee' to extend financial aid to the poor and deserving students.

In addition to the academic excellence, the institutional distinctiveness of the college is reflected in the achievements of the department of physical education that has carved its own niche in entire Vidarbha region. Every year around 100 players find a place in the list of colour holders of the University.

## 2. PROFILE

### 2.1 BASIC INFORMATION

Name and Address of the College	
Name	SMT. KESHARBAI LAHOTI MAHAVIDYALAYA, AMRAVATI.
Address	Vidya Nagar Morshi Road
City	Amravati
State	Maharashtra
Pin	444603
Website	<a href="http://www.klmvamravati.co.in">www.klmvamravati.co.in</a>

Contacts for Communication					
Designation	Name	Telephone with STD Code	Mobile	Fax	Email
Principal	V. L. Bhangdia	0721-2510170	9823055030	0721-255204 7	klmv_amt@rediff mail.com
IQAC / CIQA coordinator	M. S. Chhangani	0721-2576460	9423126274	0721-257270 9	mschhangani@gm ail.com

Status of the Institution	
Institution Status	Grant-in-aid and Self Financing

Type of Institution	
By Gender	Co-education
By Shift	Regular

<b>Recognized Minority institution</b>	
If it is a recognized minority institution	Yes <a href="#">minority certificate.pdf</a>
If Yes, Specify minority status	
Religious	Nil
Linguistic	Marwadi
Any Other	Nil

<b>Establishment Details</b>				
Date of establishment of the college	01-01-1960			
<b>University to which the college is affiliated/ or which governs the college (if it is a constituent college)</b>				
<b>State</b>	<b>University name</b>	<b>Document</b>		
Maharashtra	Sant Gadge Baba Amravati University	<a href="#">View Document</a>		
<b>Details of UGC recognition</b>				
<b>Under Section</b>	<b>Date</b>	<b>View Document</b>		
2f of UGC	31-03-2004	<a href="#">View Document</a>		
12B of UGC	31-03-2004	<a href="#">View Document</a>		
<b>Details of recognition/approval by stationary/regulatory bodies like AICTE,NCTE,MCI,DCI,PCI,RCI etc(other than UGC)</b>				
<b>Statutory Regulatory Authority</b>	<b>Recognition/Approval details Institution/Department programme</b>	<b>Day,Month and year(dd-mm-yyyy)</b>	<b>Validity in months</b>	<b>Remarks</b>
No contents				

<b>Details of autonomy</b>	
Does the affiliating university Act provide for conferment of autonomy (as recognized by the UGC), on its affiliated colleges?	No

<b>Recognitions</b>	
Is the College recognized by UGC as a College with Potential for Excellence(CPE)?	No
Is the College recognized for its performance by any other governmental agency?	No

<b>Location and Area of Campus</b>				
<b>Campus Type</b>	<b>Address</b>	<b>Location*</b>	<b>Campus Area in Acres</b>	<b>Built up Area in sq.mts.</b>
Main campus area	Vidya Nagar Morshi Road	Urban	1.58	6069.82

## 2.2 ACADEMIC INFORMATION

<b>Details of Programmes Offered by the College (Give Data for Current Academic year)</b>						
<b>Programme Level</b>	<b>Name of Programme/Course</b>	<b>Duration in Months</b>	<b>Entry Qualification</b>	<b>Medium of Instruction</b>	<b>Sanctioned Strength</b>	<b>No.of Students Admitted</b>
UG	BA,English	36	HSC	English	820	745
UG	BA,English	36	HSC	English	60	10
UG	BA,English	36	HSC	English	820	41
UG	BA,Marathi	36	HSC	Marathi	820	545
UG	BA,Marathi	36	HSC	Marathi	820	33
UG	BA,Hindi	36	HSC	Hindi	820	137
UG	BA,Hindi	36	HSC	Hindi	820	70
UG	BA,Urdu	36	HSC	Urdu	820	54
UG	BA,Urdu	36	HSC	Urdu	820	63
UG	BA,Sociology	36	HSC	Hindi,Marathi	820	344
UG	BA,Political Science	36	HSC	Hindi,Marathi	820	545
UG	BA,Economics	36	HSC	Hindi,Marathi	820	300

	cs			hi		
UG	BA,History	36	HSC	Hindi,Marathi	820	537
UG	BA,Geography	36	HSC	Hindi,Marathi	820	265
UG	BA,Persian	36	HSC	Urdu	820	41
UG	BJ,Commerce	36	HSC	Marathi	240	0
UG	BBA,Commerce	36	HSC	English	360	360
UG	BCom,Commerce	36	HSC	English,Hindi,Marathi	1380	1299
UG	BCom,Commerce	36	HSC	English	300	300
UG	BCA,Science	36	HSC	English	360	360
PG	MA,Hindi	24	Any graduate	Hindi	160	39
PG	MA,Political Science	24	Any graduate	Marathi	160	123
PG	MA,History	24	Any graduate	Marathi	160	52
PG	MA,Geography	24	Any graduate	Marathi	40	6
PG	MCM,Commerce	24	Any graduate	English	160	0
PG	MCom,Commerce	24	Commerce graduate	English	160	160
PG	MCom,Commerce	24	Commerce graduate	Hindi	160	104
PG Diploma recognised by statutory authority including university	PGDBM,Commerce	12	Any graduate	English	80	34
PG Diploma	PG Diploma,	12	Any	English	80	80

recognised by statutory authority including university	Commerce		graduate			
Doctoral (Ph.D)	PhD or DPhil,English	72	PG in English	English	6	5
Doctoral (Ph.D)	PhD or DPhil,Hindi	72	PG in Hindi	Hindi	18	14
Doctoral (Ph.D)	PhD or DPhil,Political Science	72	PG in Political Science	English,Hindi,Marathi	4	3
Doctoral (Ph.D)	PhD or DPhil,Economics	72	PG in Economics	English,Hindi,Marathi	4	2
Doctoral (Ph.D)	PhD or DPhil,Geography	72	PG in Geography	English,Hindi,Marathi	8	6
Doctoral (Ph.D)	PhD or DPhil,Persian	72	PG in Persian	Urdu	2	0
Doctoral (Ph.D)	PhD or DPhil,Commerce	72	P. G. with Commerce	English,Hindi,Marathi	20	6
Doctoral (Ph.D)	PhD or DPhil,Commerce	72	P. G. with Commerce	English,Hindi,Marathi	24	14

### Position Details of Faculty & Staff in the College

<b>Teaching Faculty</b>												
	<b>Professor</b>				<b>Associate Professor</b>				<b>Assistant Professor</b>			
	Male	Female	Others	Total	Male	Female	Others	Total	Male	Female	Others	Total
Sanctioned by the UGC /University State Government	13				8				25			
Recruited	11	2	0	13	5	3	0	8	11	5	0	16
Yet to Recruit	0				0				9			
Sanctioned by the Management/Society or Other Authorized Bodies	0				0				6			
Recruited	0	0	0	0	0	0	0	0	3	3	0	6
Yet to Recruit	0				0				0			

<b>Non-Teaching Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				33
Recruited	8	1	0	9
Yet to Recruit				24
Sanctioned by the Management/Society or Other Authorized Bodies				21
Recruited	18	3	0	21
Yet to Recruit				0

<b>Technical Staff</b>				
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Total</b>
Sanctioned by the UGC /University State Government				0
Recruited	0	0	0	0
Yet to Recruit				0
Sanctioned by the Management/Society or Other Authorized Bodies				0
Recruited	0	0	0	0
Yet to Recruit				0

**Qualification Details of the Teaching Staff**

<b>Permanent Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	<b>Male</b>	<b>Female</b>	<b>Others</b>	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	11	2	0	4	3	0	8	3	0	31
M.Phil.	0	0	0	0	0	0	2	0	0	2
PG	0	0	0	0	0	0	1	2	0	3



<b>Temporary Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Part Time Teachers</b>										
<b>Highest Qualification</b>	<b>Professor</b>			<b>Associate Professor</b>			<b>Assistant Professor</b>			<b>Total</b>
	Male	Female	Others	Male	Female	Others	Male	Female	Others	
D.sc/D.Litt/LLD	0	0	0	0	0	0	0	0	0	0
Ph.D.	0	0	0	0	0	0	0	0	0	0
M.Phil.	0	0	0	0	0	0	0	0	0	0
PG	0	0	0	0	0	0	0	0	0	0

<b>Details of Visting/Guest Faculties</b>					
<b>Number of Visiting/Guest Faculty engaged with the college?</b>	<b>Male</b>		<b>Female</b>		<b>Total</b>
	0	0	0	0	0

**Provide the Following Details of Students Enrolled in the College During the Current Academic Year**

Programme		From the State Where College is Located	From Other States of India	NRI Students	Foreign Students	Total
UG	Male	1894	0	0	0	1894
	Female	1292	0	0	0	1292
	Others	0	0	0	0	0
PG	Male	214	0	0	0	214
	Female	329	0	0	0	329
	Others	0	0	0	0	0
PG Diploma recognised by statutory authority including university	Male	74	0	0	0	74
	Female	71	0	0	0	71
	Others	0	0	0	0	0
Doctoral (Ph.D)	Male	24	0	0	0	24
	Female	24	0	0	0	24
	Others	0	0	0	0	0
Certificate / Awareness	Male	148	0	0	0	148
	Female	115	0	0	0	115
	Others	0	0	0	0	0

<b>Provide the Following Details of Students admitted to the College During the last four Academic Years</b>					
<b>Programme</b>		<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>
SC	Male	268	192	244	236
	Female	230	187	185	208
	Others	0	0	0	0
ST	Male	182	142	175	126
	Female	112	99	93	78
	Others	0	0	0	0
OBC	Male	1033	724	644	730
	Female	707	672	651	675
	Others	0	0	0	0
General	Male	413	342	530	449
	Female	330	337	401	430
	Others	0	0	0	0
Others	Male	203	222	217	190
	Female	143	154	185	128
	Others	0	0	0	0
<b>Total</b>		<b>3621</b>	<b>3071</b>	<b>3325</b>	<b>3250</b>

### **Institutional preparedness for NEP**

1. Multidisciplinary/interdisciplinary:	The college Smt. Kesharbai Lahoti Mahavidyalaya affiliated to SGB Amravati University, Amravati is multidisciplinary in nature. The college will follow the guidelines regarding NEP as per the directives of the affiliating University.
2. Academic bank of credits (ABC):	The University is organising District wise seminars and workshops to create awareness regarding NEP 2020.
3. Skill development:	The college organises soft skill training programmes jointly with SGB Amravati University, Amravati. The college also provides vocational education through HSC Vocational course.

<p>4. Appropriate integration of Indian Knowledge system (teaching in Indian Language, culture, using online course):</p>	<p>The college offers various courses in Indian languages Hindi and Marathi. The details of such courses are as follow. 1. B A 2. B Com 3. M Com. 4. M A</p>
<p>5. Focus on Outcome based education (OBE):</p>	<p>The institution being affiliated to Sant Gadge Baba Amravati University, Amravati adheres to the curriculum prescribed by the university. The curriculum is designed and developed by the Board of Studies. After the final approval by the academic Council of University it is prescribed for a particular programme. Programme Specific Outcomes and Course Outcomes are also discussed by the members of the council. However, they are further analysed and explained by the Head of the Department. The process of attainment of COs, POs, and PSOs starts from writing appropriate COs for each course in the undergraduate and postgraduate programs</p>
<p>6. Distance education/online education:</p>	<p>Computer laboratory and language laboratory are used to impart the knowledge to the students regarding the use of ICT. A special 15 day course based on the use of ICT is conducted by the college especially for the students of Arts stream who belong to the rural areas. Students are trained and motivated to give seminars with Power point presentation. Thus, the institute makes every possible effort to provide every possible facility to make teaching-learning process more innovative and interesting with the help of ICT.</p>

## Extended Profile

---

### 1 Program

#### 1.1

Number of courses offered by the Institution across all programs during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
288	288	269	226	176
File Description		Document		
Institutional data prescribed format		<a href="#">View Document</a>		

#### 1.2

Number of programs offered year-wise for last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	11	11	11

### 2 Students

#### 2.1

Number of students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3621	3071	3308	3240	3073
File Description		Document		
Institutional data in prescribed format		<a href="#">View Document</a>		

#### 2.2

Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1739	1739

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 2.3

#### Number of outgoing / final year students year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1089	812	1051	833	817

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 3 Teachers

### 3.1

#### Number of full time teachers year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
36	36	38	40	42

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

### 3.2

#### Number of sanctioned posts year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
44	44	44	44	44

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>

## 4 Institution

### 4.1

#### Total number of classrooms and seminar halls

**Response: 36**

**4.2**

**Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
13.51	10.45	12.53	15.54	6.34

**4.3**

**Number of Computers**

**Response: 131**

NAAC

## 4. Quality Indicator Framework(QIF)

### Criterion 1 - Curricular Aspects

#### 1.1 Curricular Planning and Implementation

##### 1.1.1 The Institution ensures effective curriculum delivery through a well planned and documented process

##### Response:

The College is affiliated to Sant Gadge Baba Amravati University, Amravati and that makes it mandatory to follow the curriculum designed by the University. A meticulous planning and strict adherence to it helps us implement the university curriculum effectively. Following are the steps undertaken to execute the planning:

At the very outset, the time-table committee of the college chalks out the time-table as per the lectures of the Arts and Commerce streams. All the departments of the college prepare an annual academic calendar to be implemented for the smooth and effective running of the curricular as well as co-curricular activities. Mapping the unique individuality of every student we plan the annual calendar and fill it with activities imparting analytical thinking, business acumen, creativity, ethical approach, inquiry, sportsmanship and multicultural orientation while nurturing a strong sense of social and environmental responsibility.

One of the healthy practices of the college is the counselling of the newly admitted students by the Principal as well as the staff members in an orientation programme wherein the students are acquainted with the various facilities, add-on courses, sports, cultural activities, placement cell, and the code of conduct for the students.

The session starts with the teachers giving the introductory lectures in their own classes thereby the students and the teachers get to know each other in a better way. In a few weeks the teachers identify the slow and advance learners in the class and take special efforts to motivate the slow learners and raise the academic level of the advance learners. Unit Tests and seminars are conducted periodically and reports along with the results are submitted to Examination Committee. The students are given assignments and projects as per their curriculum.

The educational needs today are very different from those of the past and with the changing phase we must equip the students with a skill-set required to face this change. In order to make the surrounding stimulating and academically purposeful, we organize guest lectures, ICT based seminars, field visits, industrial tours, debate and extempore, blood donation camps, cleanliness drives and many more myriad activities that hone their multiple skills. The college runs four career-oriented courses, for enhancing the employability of the students. Short term courses and soft skill programs are conducted for the overall development of the student. Mentor-Mentee system is implemented for identifying weaknesses and strengths of the students and addressing the issues in a required manner.

The College takes every care to listen and understand the problems faced by the student population. With an intention to develop a responsive and accountable attitude among all and in order to maintain a harmonious educational atmosphere in the institute the College effectively runs a grievance and redressal cell



Feedback on teaching and curriculum helps the teachers understand the shortcomings so that remedial and constructive steps may be taken in that direction.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.2 The institution adheres to the academic calendar including for the conduct of CIE

#### Response:

As an affiliated institution of SantGadge Baba Amravati University, Amravati, evaluation norms of the University are adopted. The University has started Credit Base Grading System from the academic session 2016-17. The faculty makes the continuous assessment of the students in the theory and practical subjects in the following ways:

- At the beginning of the semester, the students are informed about various components in the assessment process and the marks allotted to these components.
- While explaining the curriculum in the introductory lectures, the students are informed about the theory/Practical/ internal assessment process and division of the marks.
- To improve the performance of the students the slow and advance learners are identified in the initial stage and they are given the targets so that they can do better than their previous performance.
- To make the students face the viva fearlessly, communication skills lectures are arranged for them on regular basis.
- For achieving perfection in the final assignment submission, more assignments are given for practice.
- Group-Discussion on the topics taught are arranged for the advance learners. This helps them understand the subject thoroughly and enhances their confidence.
- The college examination committee prepares the time-table for the conducting the unit tests. Unit tests are conducted periodically and their answer papers are evaluated by the concerned faculty member. The students are given the evaluated answer papers so that they can improve their performance and rectify their mistakes committed in the unit tests during their final examination.
- MCQ based questions are given to the students and tests are orally conducted in the classrooms after the end of each chapter and unit.
- Students are counselled on the basis of their performance in the unit tests so that they can perform better in the final examination.
- Students are encouraged to present seminars based on the topics in their curriculum. They are even supported to present ICT based seminars. Proper record of the seminars and assignments is maintained by the concerned faculty. Final assessment is done on the basis of the overall performance of the student during the entire semester.
- In the practical subjects, the faculty makes a keen observation of the students while performing the practical on day to day basis which includes, regularity, procedure, promptness in submission of records.

- Separate topic is given to the students for their project work and continuous assessment of the same is done.
- Students are allowed to use the laboratory in their free lectures.
- There is a complete transparency in internal assessment process. The criterion followed is the same as directed by the affiliating university.
- The internal assessment test schedules are prepared as per the university and communicated to the students well in advance. For the smooth conduct of the evaluation process the time table is displayed on the college notice board. The evaluation is done by the course handling faculty for the respective class and the marks are entered on the university portal.

File Description	Document
Upload Additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

### 1.1.3 Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the last five years

1. Academic council/BoS of Affiliating university
2. Setting of question papers for UG/PG programs
3. Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
4. Assessment /evaluation process of the affiliating University

**Response:** A. All of the above

File Description	Document
Institutional data in prescribed format	<a href="#">View Document</a>
Details of participation of teachers in various bodies/activities provided as a response to the metric	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

## 1.2 Academic Flexibility

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

**Response:** 90.91

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

Response: 10

File Description	Document
Minutes of relevant Academic Council/ BOS meetings	<a href="#">View Document</a>
Institutional data in prescribed format	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2.2 Number of Add on /Certificate programs offered during the last five years**

Response: 21

**1.2.2.1 How many Add on /Certificate programs are offered within the last 5 years.**

2020-21	2019-20	2018-19	2017-18	2016-17
4	5	6	4	2

File Description	Document
List of Add on /Certificate programs	<a href="#">View Document</a>
Brochure or any other document relating to Add on /Certificate programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link for Additional information	<a href="#">View Document</a>

**1.2.3 Average percentage of students enrolled in Certificate/ Add-on programs as against the total number of students during the last five years**

Response: 8.09

**1.2.3.1 Number of students enrolled in subject related Certificate or Add-on programs year wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
201	359	384	192	175

File Description	Document
Details of the students enrolled in Subjects related to certificate/Add-on programs	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 1.3 Curriculum Enrichment

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

#### Response:

The college, besides stuffing the inmates with academics realizes the need to instill the soft tendencies in the students. They are groomed by integrating issues related to Gender, Environment and Sustainability, Human Values and Professional Ethics into the Curriculum.

The college has launched initiatives such as the programmes based on gender sensitization Legal awareness, self –defense and women empowerment. The SGBA University, in its curriculum of humanities has incorporated the topics related to women empowerment and gender sensitization.

#### Gender Equity:

The Institute has formed Internal Complaint Committee (ICC) as per the norms of the government with an objective to review from time to time the existing provisions of the constitution and other laws affecting women and also to create awareness among boys and girls about Sexual Harassment. The college campus and Girls Hostel are secured with the aid of surveillance under CCTV for 24 hrs. Common rooms are provided for both boys and Girls in the premises. The women cell of the college conducts the regular meetings of the girl students to know about their problems on the campus. There is a provision of complaint box. The cases are attended promptly on receipt of written grievances from the students.

#### Environment and Sustainability

In Second year of the graduation, the university has prescribed a compulsory subject namely 'Environmental Studies'. It makes the students aware of the basic components of environment and their applications in various fields. The articles, poems, essays included in the syllabus address the environmental issues. Institute organizes Awareness Drives about Environment and Wild-life Protection, E-Waste Management, World water Day, De-Addiction, tree –plantation ,Bird-feeder distribution, Cleanliness, , Rain-water harvesting, , Making and selling clay Ganesh idols during Ganesh Festival ,floral waste management during the festivals or campaigns like 'Say no to Plastic Bags' etc.

#### Human Values and Professional Ethics

Our institution is known for its community orientation that teaches the students to cater to the demands of the society and become a responsible citizen. This is done in the form of various activities like Blood Donation Camp, Voting Awareness Rally , Constitution Day Programme ,N.S.S. and NCC Camps etc.,

The institution tries to blend learning and service goals in such a way that both occur at the same time and are enriched and supported by one another. True education system implies a sense of responsibility, team spirit, involvement imbued with value based system. This spirit gets reflected through a host of curricular, co-curricular and extra-curricular activities conducted in the college.

Students are motivated for the extension activities by rendering their services at many places prominently at Tapovan, the haven of lepers; Ashok Nagar ,a nearby locality of the underprivileged and Melghat, a tribal place experiencing the severity of child mortality due to malnutrition. By raising the fund through the staff members, the college provides yeoman's service to the poor and needy. The humanitarian and philanthropic approach is nurtured and cultivated through Extension activities, NSS and NCC units of the college till the habit of service percolates their lives.

File Description	Document
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum.	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 1.3.2 Average percentage of courses that include experiential learning through project work/field work/internship during last five years

**Response:** 4.37

#### 1.3.2.1 Number of courses that include experiential learning through project work/field work/internship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
11	11	11	10	10

File Description	Document
Programme / Curriculum/ Syllabus of the courses	<a href="#">View Document</a>
MoU's with relevant organizations for these courses, if any Average percentage of courses that include experiential learning through project work/field work/internship	<a href="#">View Document</a>
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.3.3 Percentage of students undertaking project work/field work/ internships (Data for the latest completed academic year)****Response:** 22.31**1.3.3.1 Number of students undertaking project work/field work / internships**

Response: 808

<b>File Description</b>	<b>Document</b>
List of programmes and number of students undertaking project work/field work/ /internships	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**1.4 Feedback System****1.4.1 Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders 1) Students 2)Teachers 3)Employers 4)Alumni****Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Any additional information (Upload)	<a href="#">View Document</a>
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	<a href="#">View Document</a>
URL for stakeholder feedback report	<a href="#">View Document</a>

**1.4.2 Feedback process of the Institution may be classified as follows: Options:**

- 1.Feedback collected, analysed and action taken and feedback available on website**
- 2.Feedback collected, analysed and action has been taken**
- 3.Feedback collected and analysed**
- 4.Feedback collected**
- 5. Feedback not collected**

**Response:** A. Feedback collected, analysed and action taken and feedback available on website

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
URL for feedback report	<a href="#">View Document</a>

## Criterion 2 - Teaching-learning and Evaluation

### 2.1 Student Enrollment and Profile

#### 2.1.1 Average Enrolment percentage (Average of last five years)

**Response:** 90.19

##### 2.1.1.1 Number of students admitted year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1579	1649	1578	1612	1519

##### 2.1.1.2 Number of sanctioned seats year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
1760	1760	1760	1760	1760

#### File Description

#### Document

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

#### 2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)

**Response:** 36.01

##### 2.1.2.1 Number of actual students admitted from the reserved categories year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1612	1519

#### File Description

#### Document

Average percentage of seats filled against seats reserved

[View Document](#)

Any additional information

[View Document](#)

## 2.2 Catering to Student Diversity

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

#### Response:

After admission, the learning level of the students is assessed so that the lessons can be imparted to them properly. This assessment is basically done according to their performance and score at the entry level qualifying examination. The advanced and slow learners are identified with the help of class room test conducted to judge their previous knowledge of the subject, their interest, sincerity and promptness. Test is based on Multiple Choice Questions for the first-year students. From second year onwards, their performance in the classroom and the university examinations is taken into consideration while classifying slow and advanced learners. Both these types of students are oriented as per their capacity and grasping power so that they enhance their academic level. The purpose is to lift students to higher level.

Without making any discrimination among the students the slow learners are given some special facilities, which are as follows-

The Remedial classes are conducted by various departments.

Extra classes are carried out for slow learners.

Bridge courses based on the previous knowledge of the subject are designed and run by the faculty of various departments, such as the basic grammar in case of languages.

There is a division of classes among the faculty and the class teacher of each section is assigned a special task to counsel and motivate the slow learners. Their difficulties and problems are attended and solved through counselling.

They are helped by the teachers by giving them chapter-wise study material and notes, books and videos. Power Point Presentation related with subject, help to make the learning process easy and interesting.

Class level seminars are arranged to give them an opportunity to speak. This helps to enhance their confidence and remove their fear and hesitation.

Slow learners are given extra assignments for practice.

Facilities for Advanced learners:-

They are motivated to study harder and acquire meritorious positions in the University examinations.

They are encouraged to participate in college level, inter-collegiate and university level competitions such as essay, debate and elocution, Quiz Contest, "Aavishkar" (Intercollegiate competition based on research concepts)



Advanced learners are given certain topics for research and are guided to prepare a research project on that.

The placement and career guidance cell arranges personality development, aptitude and Skill development, Communication skills programmes, and Competitive Examination Guidance programmes for advanced learners. It also organizes training programmes with TCS and Mahindra Pride Classroom giving the students an extra edge that propel them towards their dream destination.

P.G. students are encouraged to participate in conferences and workshops.

Various multinational companies of repute are invited for selecting the students through campus placement providing golden opportunities of employment.

Library also supports the two best students of every section by providing them extra BT and smart cards.

Thus, the institution assesses and puts in sincere efforts to enhance the academic levels of the students. They are helped to enhance their skills in every possible way. The efforts are crowned with success which is clearly visible through the rising graph of their results in the university examinations.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Past link for additional Information	<a href="#">View Document</a>

### 2.2.2 Student- Full time teacher ratio (Data for the latest completed academic year)

**Response:** 100.58

File Description	Document
Any additional information	<a href="#">View Document</a>

## 2.3 Teaching- Learning Process

### 2.3.1 Student centric methods, such as experiential learning, participative learning and problem solving methodologies are used for enhancing learning experiences

**Response:**

The educational needs today are very different from those of the past and with the changing phase we must equip the students with a skill-set required to face this change. Considering this a number of experiential learning, participative learning and problem solving methodologies are used by the faculty of the institution.

#### Experiential Learning-

- Students of some departments such as Geography, Commerce, Computer, Functional English, BCA, BBA undertake projects as a part of their curriculum. These projects are designed to enhance the application of their knowledge and skills .
- They are also taken for Field Visits to get experience of the actual field work. Visits to industries, Banks or similar firms arranged by Commerce department acquaint the students with the real corporate world.
- Research Projects allotted by the faculty enhance their learning experience.
- The practical sessions conducted in the laboratories give first-hand experience to the students. The students of Functional English are sent to various schools to get a first- hand teaching experience in the classrooms.

#### **Participative Learning and problem solving methodologies:-**

- The participative activities introduced by the college include Group Discussions, Seminars, Project Writing, Debates, Quizzes, Exhibitions, Wall Magazines, and Community Surveys etc.
- All the departments form their own study clubs with students as the Office bearers and the departmental activities are conducted throughout the year through the active involvement of these students. It gives students an opportunity to be a part of innovative academic gatherings.
- Extra-curricular activities, Sports and Cultural activities help in developing the overall personalities of the students.
- Students of Political Science are motivated to participate in students Parliament and are taken to Legislative Assembly to witness the actual workings in the sessions.
- Learning experience of the students is enhanced through participation in poster presentations. Library of the college gives two Best Reader Awards in each session. This inculcates reading habits among the students.
- Leaving behind the comfort of a regular job and for opening the daunting prospects for many budding entrepreneurs, the college organizes “Event Mapping and Planning” and “Marketing and Brand Management” courses culminating in a successful organization of a grand “Trade Fair”, wherein the students plan ,arrange ,execute the various stalls including Educational ,Culinary ,Commercial and Handicrafts and many more. Such activities help students to develop business acumen, entrepreneurial skills, problem solving ability, leadership qualities, and presentation and communication skills.
- Students’ participation in learning process is enhanced through the use of Google classroom and various digital platforms. Students are invited to join classroom by invitation through email. It is used to share lecture notes, ppts, video lectures and web-links of academic content. It is also used for creating and distributing assignments.
- Social Science departments help students in identifying a specific problem related with science, environment or society, and come out with a mechanism to solve the issues. The practical problems, faced by the students enhance their problem solving ability.

Thus the institution makes sincere efforts to conduct student –centric activities and hone their practical knowledge and skills enhancing their learning experience.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

### 2.3.2 Teachers use ICT enabled tools for effective teaching-learning process.

#### Response:

The educational needs today are very different from those of the past and with the changing phase we must equip the students with a skill-set required to face this change. Keeping this in mind teachers in our institution make the possible use of ICT enabled tools to impart knowledge in an effective and interesting manner.

The institute has provided computers and internet connection to all the departments to become technically updated and use it for the ICT based teaching. To make teaching-learning process more innovative, well-equipped laboratories, Projectors, Internet facility, Software, Educational CDs, videos, e-books etc. are made available. These facilities help in carrying out the tasks such as Tests, Assignments and circulation of Notes etc. and also familiarise the students with the new ways of learning. The computer department of the college helps the students and teachers to solve the technical difficulties. Some programmes are run for the faculty to get acquainted with the technical tools. They are also motivated to undergo the e-content development workshops and FDPs.

While catering these facilities to all the students, the college is not unmindful of the needs of visually challenged students. The college library has braille software, CDs and e-books especially for the visually challenged students trying to make them technically updated.

The college has ----- ICT enabled classrooms which support the faculty to conduct a lecture with power point presentation. The college auditorium also has the facility of the projector that makes it possible for some teachers to engage lecture there with previous notice. Use of Videos made by the faculties, You-tube videos, films, dramas, slides, documentaries etc. are also helpful for the students and make learning an innovative experience. Subject based Whatsapp groups are formed by the concerned faculty to circulate some immediate information among the students. However, the groups are kept admin based to prevent any kind of misuse of social media on the part of the students.

Some of the teachers in the institution make use of Google classroom as LMS. Students are invited to join classroom by invitation through whatsapp and email. It is an effective and easy medium for sharing lecture notes, power point presentations, video lectures and web-links of academic content. It is also being used for creating and distributing assignments.

Computer laboratory and language laboratory are used to impart the knowledge to the students regarding the use of ICT. A special 15 day course based on the use of ICT is conducted by the college especially for the students of Arts stream who belong to the rural areas. Students are trained and motivated to give seminars with Power point presentation.

Thus, the institute makes every possible effort to provide every possible facility to make teaching-learning process more innovative and interesting with the help of ICT.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	<a href="#">View Document</a>

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

**Response:** 100.58

#### 2.3.3.1 Number of mentors

Response: 36

File Description	Document
Upload year wise, number of students enrolled and full time teachers on roll.	<a href="#">View Document</a>
mentor/mentee ratio	<a href="#">View Document</a>
Circulars pertaining to assigning mentors to mentees	<a href="#">View Document</a>

## 2.4 Teacher Profile and Quality

### 2.4.1 Average percentage of full time teachers against sanctioned posts during the last five years

**Response:** 87.27

File Description	Document
Year wise full time teachers and sanctioned posts for 5years(Data Template)	<a href="#">View Document</a>
List of the faculty members authenticated by the Head of HEI	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)

**Response:** 81.55

#### 2.4.2.1 Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. /

**D.Litt. year wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
31	31	32	31	31

File Description	Document
List of number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. and number of full time teachers for 5 years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.4.3 Average teaching experience of full time teachers in the same institution (Data for the latest completed academic year in number of years)****Response:** 15.81**2.4.3.1 Total experience of full-time teachers****Response:** 569

File Description	Document
List of Teachers including their PAN, designation, dept and experience details(Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**2.5 Evaluation Process and Reforms****2.5.1 Mechanism of internal assessment is transparent and robust in terms of frequency and mode****Response:**

The college is affiliated to SantGadge Baba Amravati University and follows the norms of internal assessment fixed by the university. The internal assessment is of two types. Continuous Internal Evaluation (CIE) and End Semester/ Year Examination (ESE) with the respective weightage of 30:70 or 20:80 as per directives of affiliating university. The institution keeps the process absolutely transparent, fair and robust. We believe that this transparency preserves the mutual trust between the teacher, the student and the entire system. The various elements in the process of evaluation provide opportunities to assess different aspects of a student's comprehension of the subject.

In the very beginning of the session, the examination plan is prepared along with the Academic Calendar. Students are introduced with the pattern of examination and evaluation well in advance. They are trained

and guided keeping in mind the pattern of the examination. For undergraduate students, internal assessment consists of Term End Examinations, Personal Interviews, Reading Sessions, Group Discussions and Practical or Assignments. A well-planned time-table of the tests and practical is displayed on the college as well as departmental notice boards. A batch-wise schedule is flashed. At Post-graduate level, the students get an excellent opportunity to showcase their talent through Research Projects and Presentations.

For the Continuous Internal Evaluation (CIE) unit tests and class tests are regularly conducted in the classes. Multiple assignments are given to the students to assess their interest, promptness, efforts and sincerity. Students are asked to prepare the seminar on the given topics and present them in the class. The overall involvement of the students in curricular, co-curricular and extra-curricular activities and their participation in extension activities like NSS, NCC, sports, help in making the right assessment of the students. The students are informed about this at the very beginning of the session. The innovative tools like study tour, field visit, extempore, group discussion, industrial visit, essay writing etc. also help in the evaluation process.

Transparency is maintained in the process by informing them about the course content, its evaluation scheme in terms of different types of components and marks distribution. Mock test are conducted by some departments. The answer papers of the unit tests are evaluated by the faculty and are distributed among the students. This helps the students know their own mistakes and rectify them in the final examination. Underperforming students are guided for improvement through personal counselling and remedial teaching. The evaluation process is sufficiently transparent and robust wherein in every student is given a fair opportunity to judge his/her performance in the unit tests and other activities such as projects, assignments, seminar, field- and industrial- visits and educational tours. Any queries on the part of the students are satisfied by the faculty members which creates a good rapport between the teachers and the students.

Thus, the institute believes in transparent mechanism of internal assessment and follows it in every possible manner.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

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

#### Response:

The grievances of the students related to internal /external examinations are of two types. Some are to be solved at the college level and some at the University level. It depends on the nature of the grievances and its possible reprisal mechanism. This mechanism is transparent, time-bound and efficient.

**At the university level:**

The University has an Examination Nodal Officer to sort out the issues related with Examinations in the college. There is also the Grievance Redressal Cell which has fixed certain norms to resolve the grievances related to the university level examination. The college helps such students to place their grievances to the university.

The nature of grievances is different in different cases, such as the failure of a student to submit the examination form in the stipulated time. In such condition the college considers the circumstances of the students and helps them to submit the forms after consultation with the university authorities. Sometimes the names of the students are misspelt or are misplaced regarding his/her subject or centre. The university helps to resolve such issues before the commencement of examination. Sometimes the internal marks of the students are misplaced. In case of the students who are not satisfied with their score in the examination, they can apply for revaluation of the answer sheets. The students have to apply within fifteen days of declaration of the result. The process is administered systematically, transparently and in an efficient way within the given time span by the university. The students can also apply for photocopies of the evaluated answer scripts by paying the stipulated fee. Our college teachers help such students by re-evaluating the photocopies so that they can place their grievances confidently. Sometimes the university holds back the results of certain students on account of either the use of unfair means or requirement of certain document. The students against whom unfair means cases are registered are dealt judiciously. They are given opportunity to clarify their position. There is a special committee at the university level to probe into the matter and take the appropriate decision within a given time.

In case of the requirement of certain documents the college collects requisite documents from the students and submits it to the university so that issue can be resolved in time-bound manner.

**At College Level:**

The college has an Examination Committee to carry out the effective implementation of internal assessment and college examinations. The students with any grievances are asked to apply on prescribed forms. Grievances related to internal assessment are handled by the Examination Section of the College. Students are allowed to approach teachers to satisfy their queries related to the marks obtained in internal assessment. Such students are not only given clarifications, but on demand, they are provided with photocopies of their answer sheets for cross verification. The Internal Examination Committee and the respective departments deal with such grievances. The mechanism is as per university rules. The grievances are promptly attended and resolved in a stipulated time with transparency.

File Description	Document
Any additional information	<a href="#">View Document</a>
Link for additional information	<a href="#">View Document</a>

**2.6 Student Performance and Learning Outcomes**

**2.6.1 Programme and course outcomes for all Programmes offered by the institution are stated and**

**displayed on website and communicated to teachers and students.**

**Response:**

All the programmes offered by the institution are designed and prescribed by the affiliating university. Program outcomes, program specific outcomes and course outcomes for all programs are well discussed, analysed and finalised unanimously by the members of the board of studies at the university level. The college offers the curriculum implemented by the university. These points are displayed on the college website. The College prospectus also gives a list of programmes and the courses offered. Each course has defined course outcomes that are linked to the program outcomes and a set of performance criteria that are that are implemented for the quantitative measurement of the course outcomes and the extent to which they are attained. A number of activities are conducted throughout the session in order to achieve the pre-defined objectives.

Though the curriculum of the various programmes is designed by the university, the faculty of various subjects thoroughly discuss the programme outcomes for each program offered by the college. The programme and course outcomes are explained to the students in the classroom lectures. The teachers also familiarise the students with the specific areas of different subjects and the knowledge gained through them. They are instructed and well prepared for the things that they are supposed to get at the end of each program.

Thus, the POs, PSOs and Cos are well explained to the students through every possible medium.

File Description	Document
Upload COs for all Programmes (exemplars from Glossary)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Past link for Additional information	<a href="#">View Document</a>

**2.6.2 Attainment of programme outcomes and course outcomes are evaluated by the institution.**

**Response:**

The institution being affiliated to SantGadge Baba Amravati University, Amravati adheres to the curriculum prescribed by the university. The curriculum is designed and developed by the Board of Studies. After the final approval by the academic Council of University it is prescribed for a particular programme. Programme Specific Outcomes and Course Outcomes are also discussed by the members of the council. However, they are further analysed and explained by the Head of the Department. The process of attainment of COs, POs, and PSOs starts from writing appropriate COs for each course in the undergraduate and postgraduate programs .

The college follows the evaluation pattern prescribed by the affiliating University. It consists of end-semester examination, practical examination, and internal evaluation through unit tests, seminars, projects, field visits and assignments. These examinations and results directly reflect the attainment of CO, PO and



PSO.

Attainment Level:

Attainment Level 1: 1-25% students passing in the University Examination.

Attainment Level 2: 26-50% students passing in the University Examination.

Attainment Level 3: 51-75% students passing in the University Examination.

Attainment Level 4: 76-100% students passing in the University Examination.

The evaluation system thoroughly monitors the performance of the students in both academic and non-academic activities. The response and feedback given by the students clearly manifest the realisation of the course objectives. Proper channels are used to inculcate the objectives among the students.

Programme specific outcomes are measured through performances of the students in the internal and external examinations. Their performance and involvement in class activities, departmental activities are also used to assess whether the program specific outcomes are attained and to what extent they are attained. The process is helpful in knowing the slow and advanced learners. Proper measures are taken to enhance the outcomes on the part of the slow as well as advanced learners. They are given proper counselling and are helped to develop further. In addition to written tests, assignments and seminars are given to the students to make them focus on the nuances of the topics prescribed. The slow learners are engaged again in remedial classes.

The faculty prepares and of maintains an academic diary which helps them to go as per the planned procedure to attain the Programme specific outcomes.

There is a student welfare committee in the college which supports the socially or economically deprived students by giving them monetary help as per institutional policies to make them continue their education and attain the desired objectives.

The attainment of these objectives is clearly manifested in the academic results of the students and their spectacular performances in sports and cultural activities. They represent not only the college but the country at an international level. A long list of medals and honours won by our students mark the successful attainment of the course outcome. Program outcome and program specific outcome. The extracurricular and extension activities carried out through NSS and NCC mould our students as per the pre-determined goals and display the quality enhancement graph of the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional information	<a href="#">View Document</a>

### 2.6.3 Average pass percentage of Students during last five years

**Response:** 75.72**2.6.3.1 Number of final year students who passed the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1061	785	588	516	544

**2.6.3.2 Number of final year students who appeared for the university examination year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1089	812	1051	833	817

File Description	Document
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for the annual report	<a href="#">View Document</a>

**2.7 Student Satisfaction Survey****2.7.1 Online student satisfaction survey regarding teaching learning process****Response:** 3.49

File Description	Document
Upload database of all currently enrolled students (Data Template)	<a href="#">View Document</a>

## Criterion 3 - Research, Innovations and Extension

### 3.1 Resource Mobilization for Research

**3.1.1 Grants received from Government and non-governmental agencies for research projects, endowments, Chairs in the institution during the last five years (INR in Lakhs)**

**Response:** 0

**3.1.1.1 Total Grants from Government and non-governmental agencies for research projects , endowments, Chairs in the institution during the last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

**File Description**

**Document**

List of endowments / projects with details of grants

[View Document](#)

Any additional information

[View Document](#)

**3.1.2 Percentage of teachers recognized as research guides (latest completed academic year)**

**Response:** 63.89

**3.1.2.1 Number of teachers recognized as research guides**

**Response:** 23

**File Description**

**Document**

Institutional data in prescribed format

[View Document](#)

Any additional information

[View Document](#)

**3.1.3 Percentage of departments having Research projects funded by government and non government agencies during the last five years**

**Response:** 0

**3.1.3.1 Number of departments having Research projects funded by government and non-government agencies during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	0	0

### 3.1.3.2 Number of departments offering academic programmes

2020-21	2019-20	2018-19	2017-18	2016-17
15	15	15	15	15

File Description	Document
List of research projects and funding details	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.2 Innovation Ecosystem

### 3.2.1 Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

#### Response:

**The institution has created an ecosystem for innovations and has taken other initiatives for creation and transfer of knowledge. Faculty members are empowered to take up research activities.**

The research and extension committee of the college addresses the issues of research.

Objectives of the committee:

- Creating research culture.
- Identification of various funding agencies including UGC, ICSSR and other agencies.
- Motivating faculty members to undertake Major/Minor research projects and post-doctoral research work.
- Help to make linkages with various NGOs and motivate faculty members to carry out collaborative and interdisciplinary discourses.
- Guidance for publication of research papers in standard reputed journals.

The college has shown great concern for research by organizing Conferences, Workshops, and Guest Lectures on current scenarios.

Teachers have published their research papers in refereed journals, books and proceedings of the national and international level.

The college has got the recognition for Ph.D. Research Centre in eight subjects' namely English, Commerce, Hindi, Political Science, Economics, Business Economics, Persian and Geography. The Ph.D. Research Centre organizes course work programs in Research Methodology and ICT.

A book edition entitled '**Gender Issues and Subaltern Feminism**' was published by the Dept. of English.

'**IRIS**', the autumn special issue of the research journal and a book entitled '**Contagion, Endangering Human Existence**' was published by the Institute's Ph.D Research Center.

For the growth and promotion of research activities as well as business opportunities, along with the research committee, the college has established a Placement Committee (Career Guidance Committee). It conducts various activities and training sessions to improve students' employability. Besides it, the committee takes care of students' Placement by inviting renowned MNCs and national companies. The committee helps the student community in identification of entrepreneurial opportunities in public and private sectors. The cell also motivates students of Arts faculty to participate in the training sessions it organises. In order to conduct Industry-Academia Innovative practices, workshops and seminars are organized to give training and identify job opportunities. Visits to nearby small and large-scale industries, banks, etc. are arranged to promote entrepreneurial education to students. To develop the innovative and practical approach of the students towards different contours of life; special add-on courses are designed and arranged to create awareness about recent trends in business and environmental issues. A workshop on 'Communication Skill' was organized by the English department. The college also conducts soft skill development programs for the final year students to improve their soft skill and communicative abilities. A Three Day workshop on Vedic Maths was organized by the placement Cell.

In order to make the present generation acquainted with ancient scripts, a certificate course on Modi Lipi was organized by the History Department in collaboration with Maharashtra Archaeology directorate, Mumbai between 16 July 2019 and 26 July 2019. Students are encouraged to participate in research activities like 'Avishkar' organized by the university.

Internet facility is provided to the students and teachers to avail the online resources related to study and research.

To develop scientific attitude, a special programme on Superstition Eradication was organized.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.2.2 Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the last five years

**Response:** 27

#### 3.2.2.1 Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
5	6	12	2	2

File Description	Document
Report of the event	<a href="#">View Document</a>
List of workshops/seminars during last 5 years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3 Research Publications and Awards

#### 3.3.1 Number of Ph.Ds registered per eligible teacher during the last five years

Response: 2.87

##### 3.3.1.1 How many Ph.Ds registered per eligible teacher within last five years

Response: 43

##### 3.3.1.2 Number of teachers recognized as guides during the last five years

Response: 15

File Description	Document
List of PhD scholars and their details like name of the guide , title of thesis, year of award etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
URL to the research page on HEI website	<a href="#">View Document</a>

#### 3.3.2 Number of research papers per teachers in the Journals notified on UGC website during the last five years

Response: 2.53

##### 3.3.2.1 Number of research papers in the Journals notified on UGC website during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	53	37	2

File Description	Document
List of research papers by title, author, department, name and year of publication	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.3.3 Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during last five years

**Response:** 4.01

#### 3.3.3.1 Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year-wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
72	14	18	26	24

File Description	Document
List books and chapters edited volumes/ books published	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 3.4 Extension Activities

### 3.4.1 Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the last five years.

**Response:**

The prime motto of the institution is to create morally strong and socially sensitive individuals. Along with the academic excellence, the institute believes in sensitizing students to social issues and works tirelessly for their holistic development. Extension activities are carried out by the Research and Extension committee through NSS, NCC and various departments.

The committee has addressed different issues of national and social importance through number of programmes like Tree Plantation, Swachh Bharat, Eco-awareness, Legal guidance, Women Safety etc. In order to make the students sensitive towards the socially distressed community, a visit to Tapovan, the temple of humanity and haven a home of lepers, was arranged by the Extension Committee. Under the guidance of the Principal, students decided to help the Leprosy patients in their daily chores. Under Mission Tapovan (25/8/2018 to 7/3/2019), 110 students voluntarily enrolled themselves for the task. during 2018-19, these students visited Tapovan on a daily basis in a group of 6 to 7 and helped the patients in their daily activities like cleaning, mopping, cooking etc. Every year on 28th December, students participated in

a rally for Leprosy awareness. With this the institute tried to inculcate a feeling of compassion and selfless service in them.

Students also worked for the socially distressed people who are living in the remote areas of Melghat region. For these people, old and new clothes, utensils, toys, blankets etc are collected and with the help of **Aadhar Foundation**, an NGO, it is distributed among the poor tribals.

Visits to orphanages, Old Age Homes, Deaf and Dumb school are organized by the departments of social sciences.

As the year 2020-21 is marked by uncertainty and fear; awareness about COVID-19 was created through posters. A COVID vaccination camp was arranged in the college in collaboration with Amravati Municipal Corporation.

Lectures by eminent personalities on Cyber Security. AIDS awareness, Legal guidance, Women Safety etc are organized.

Every year during navratri festival, NSS volunteers launch a mission of cleanliness at the local Ambadevi temple by sweeping the entire temple surrounding.

A distress relief fund was collected for flood hit Kerala. During the devastation caused by the flood in Bhandara district, the extension committee collected three bags of grains and 20 kits of grocery items and clothes for the flood affected people.

The institute has entered into MoUs with various NGOs and activities are organized in collaboration with them. In order to create environmental awareness, an exhibition cum sale of clay idols of Ganesha is arranged every year in the college in collaboration with **Wildlife and Environment conservation Society (WECS)**. Days like World Water Day, International Forest Day and Sparrow Day etc are celebrated through poster exhibitions. These activities inculcate the habit of nature conservation in students.

During the Army recruitment drive, free meals were provided to the aspirant soldiers.

All these activities strengthen the sense of empathy and compassion among students and also instill in them a sense of ethical and social responsibility. All these lead to informed, committed, balanced and responsible citizenship.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 3.4.2 Number of awards and recognitions received for extension activities from government/ government recognised bodies during the last five years

**Response:** 9



**3.4.2.1 Total number of awards and recognition received for extension activities from Government/ Government recognised bodies year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
0	4	4	1	0

File Description	Document
Number of awards for extension activities in last 5 year	<a href="#">View Document</a>
e-copy of the award letters	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.3 Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years****Response:** 88**3.4.3.1 Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
11	28	25	13	11

File Description	Document
Reports of the event organized	<a href="#">View Document</a>
Number of extension and outreach Programmes conducted with industry, community etc for the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.4.4 Average percentage of students participating in extension activities at 3.4.3. above during last five years****Response:** 35.16**3.4.4.1 Total number of Students participating in extension activities conducted in collaboration**

**with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
377	1734	1544	844	1113

File Description	Document
Report of the event	<a href="#">View Document</a>
Average percentage of students participating in extension activities with Govt or NGO etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 3.5 Collaboration

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**Response: 19**

**3.5.1.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	4	4	1

File Description	Document
e-copies of related Document	<a href="#">View Document</a>
Details of Collaborative activities with institutions/industries for research, Faculty exchange, Student exchange/ internship	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**Response: 5**

**3.5.2.1 Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	1	0

<b>File Description</b>	<b>Document</b>
e-Copies of the MoUs with institution/ industry/corporate houses	<a href="#">View Document</a>
Details of functional MoUs with institutions of national, international importance, other universities etc during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## Criterion 4 - Infrastructure and Learning Resources

### 4.1 Physical Facilities

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

**Response:**

Smt. KesharbaiLahotiMahavidyalaya, Amravati is a multi-faculty institution with Arts, Commerce and Science streams. With regular B.A., B.Com, B.B.A.and B.C.A. under-graduate programmes, the college also runs 5 Postgraduate programmes i.e. Commerce, Hindi, Geography, History, and Pol. Science and has Ph.D. Research Center. The college is located in the heart of the city. The campus area of the college is 1.58 acres and the super built-up area is 6069.82 SQM. To cater to the needs of increasing student strength, the college has always taken proactive steps to provide various facilities to develop the infrastructure in the campus in terms of classrooms, laboratories and for sports, extra and co-curricular activities. Efforts are taken to meet with the student requirements and the infrastructure is upgraded keeping in mind the same.

1. The institution has 35 classrooms and 05 laboratories and one multi-purpose hall, with all the facilities including Wi-Fi to provide effective learning facilities to the students.

2. 11 classrooms, one Seminar Hall and 5 laboratories cum classrooms are ICT enabled. Rest of classrooms have the LAN facility.

3. The college has a language laboratory, Geography Lab. B.C.A. lab, Ph.D. research Lab, and laboratory for Commerce.

4. Sports, N.S.S., N.C.C., NAAC, Gandhian Study Centre, Fashion Designing, Career Guidance cell, and Ph.D. Research Centers have their own departmental rooms.

5. Well-furnished Principal's Cabin and spacious Administrative Office are some other note-worthy features of the institute.

6. Departments like English, Marathi, Hindi, Urdu & Persian, Pol.Sci., Economics, Commerce, Geography, Sociology, History, B.B.A.& B.C.A. and D.Tax& D.B.M. have separate departmental rooms.

7. The college library is one of the richest one in the institutions affiliated to the SGB, Amravati University with a spacious reading room for the students and separate reading rooms for the teaching staff are also available.

8. A permanent Examination Room is ready for Exam-related work.

9. The institute has storerooms to store office records and other equipment.

10. A Canteen for students and Staff is there in the campus.
11. The college has a well-equipped Health and fitness facility like Gym, Zumba and Yoga Hall, and a Multipurpose Hall for sports and cultural activities.
12. The college has a large Conference Hall for multiple uses like organization of conferences, Seminars and Workshops and other activities.
13. A Common Room with TV and recreation facilities like carom, Chess for the girls is available.
14. For Teaching and Non-teaching Staff, separate washrooms are available.
15. All the departments have separate computers and printers with internet facilities.
16. The computer laboratories for Commerce ,Ph.D. research center, Functional English and BCA Departments have more than 120 computers.
17. Office and Library is fully computerized.
18. Adequate staff is appointed to ensure the effective utilization of the infrastructure.
19. Facilities like clean drinking water, internet, Wi-Fi, CCTV and Fire Extinguishers also exist in the campus.
20. Women hostel having 65 Bed with Mess and other facilities is also available in the campus.
21. Amenities like Wheel chairs, railings, ramps and a separate urinal is available for Divyangjans.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

##### **Response:**

To encourage personality development, team spirit and leadership qualities among students, the college encourages students to participate in various sports and games at different levels (International, Nationals, Inter-Varsity and Inter-collegiate).

The sports facilities available in the college campus:

Indoor Games Facilities for- i) Table Tennis ii) Chess iii) Yoga , iv) Aerobics and Zumba center for Girls.,

V) Auditorium.

Outdoor Games Facilities for-

- i) Basket Ball (28m x 15m = 420Sq.M.)
- ii) Volleyball (18m. x 9 m. = 162 Sq.M.)
- iii) Kabaddi (13m. x 10m. = 130 Sq.M.)
- iv) Kho-Kho ( 16m. x 29 m. = 464Sq.M.)

- A well-equipped Gymnasium with facilities like 12 station multigym machine, treadmill and weight lifting set is made available for

the students.

- To maintain and improve the health of the girls students, college has provided additional space for recreation room for Girls.
- The Yoga practice is done in a separate hall having coaching facility provided by the Department Physical Education with the help of Yoga teachers appointed on contract basis.
- For the games like Cricket, Football, Hockey, etc. which require big grounds and games like Swimming, Athletics, Gymnastics which requires special facilities and coaching we have done M.O.U. with number of Reputed Institution and Clubs, such as:

1. Degree College Of Physical Education

2. Shri. Shivaji College of Physical Education

3. Smt. Vimalatai Deshmukh Mahavidyalaya,

\* The college is determined to provide all the Sports related facilities to the students. As a result of these efforts, the students received accolades at university, state, national and international level.

\* Prestigious awards like National Award, Maharashtra States' Highest Sports Award i.e. "Shiv Chhatrapati", and "Eklavya award", Amravati University's prestigious award "Best sportsman of the year", 'Golden Girl' and "Golden Boy Awards" which are given for Sports achievements are also received by our students.

\* 21 of our students participated in nearly 30 International level competitions during this five years and won several International Medals.

\* In Last five years more than 400 players of our college represented S.G.B. Amravati University at Inter- varsity competitions is a clear indicator of the efforts taken by the Physical Education Department and the Institute.

\* 'Yuva din'- The annual cultural festival on the occasion of Swami Vivekananda's Birth Anniversary is a mega event of the year which provides a great chance to the students to explore their latent talents. Dance, Drama, Song competitions are the main part of the gathering. Rangoli, Essay writing, Dish Decoration, Flower decoration competitions are also the part of our cultural fest. The college has an open theater/ Stage for cultural programmes.

\*College has well-furnished Multi-purpose hall having, projector and good sound system for cultural activities and Annual Felicitation function of Meritorious students as well as of those excelling in sports, cultural and other extracurricular activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.3 Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)

**Response:** 100

##### 4.1.3.1 Number of classrooms and seminar halls with ICT facilities

Response: 36

File Description	Document
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.1.4 Average percentage of expenditure, excluding salary for infrastructure augmentation during last five years (INR in Lakhs)

**Response:** 198.46

##### 4.1.4.1 Expenditure for infrastructure augmentation, excluding salary year-wise during last five years (INR in lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
14.29	12.41	50.95	20.24	14.64

File Description	Document
Upload Details of budget allocation, excluding salary during the last five years (Data Template)	<a href="#">View Document</a>
Upload audited utilization statements	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>

## 4.2 Library as a Learning Resource

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

#### Response:

- The library has over (47672 books+ 4020 Reference books+ 688 Journal, 43 Braille and news paper) (2020-21) for the use of students and staff.
- The library is partially automated. It uses Libsoft software to keep track of the access to the books, issue, and updating of stock.
- N-List (Inflibnet) gives access to 3135809 e-books and over 6237 e- journals.
- The computers in the library are linked with internet and loaded with e-books. **N-List** software has a database (Vidwan) of hundreds of books.

<b>Name of the ILMS software</b>	- Libsoft
<b>Nature of Automation</b>	-Partially Automated
<b>Version</b>	-2.0
<b>Year of Automation</b>	- 2014

At present, library has a collection of over (47672 books+ 4020 Reference books+ 688 Journal, 43 Braille and news papers) which includes UG and PG books along with Thesis, Dissertations, Encyclopaedias, Dictionaries, Atlas, Yearbooks, Gazetteers and books for Competitive examinations. The Rare Books in the library are well-maintained. The institute is particularly very careful about the handling and the safety of these books. These books are not only assets of the library but of society and nation. The library staff looks into the maintenance of these books personally. The Library Committee keeps watch on the smooth functioning of the library. Scholars and researchers take advantage of this rare asset of the institution. A spacious reading room is available for students. A separate reading room is also made available for the staff.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for Additional Information	<a href="#">View Document</a>



**4.2.2 The institution has subscription for the following e-resources**

- 1.e-journals
- 2.e-ShodhSindhu
- 3.Shodhganga Membership
- 4.e-books
- 5.Databases
- 6.Remote access to e-resources

**Response:** A. Any 4 or more of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details of subscriptions like e-journals, e-ShodhSindhu, Shodhganga Membership , Remote access to library resources, Web interface etc (Data Template)	<a href="#">View Document</a>

**4.2.3 Average annual expenditure for purchase of books/e-books and subscription to journals/e-journals during the last five years (INR in Lakhs)**

**Response:** 3.1

**4.2.3.1 Annual expenditure of purchase of books/e-books and subscription to journals/e- journals year wise during last five years (INR in Lakhs)**

2020-21	2019-20	2018-19	2017-18	2016-17
1.16	3.21	2.95	3.42	4.75

File Description	Document
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the last five years (Data Template)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**4.2.4 Percentage per day usage of library by teachers and students ( foot falls and login data for online access) during the latest completed academic year**

**Response:** 2.02

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

Response: 74

File Description	Document
Details of library usage by teachers and students	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 4.3 IT Infrastructure

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

**Response:**

The institution aims at providing best IT facilities to its students and staff so that they can utilize these resources to greater heights. To achieve this, the institution regularly updates its IT facilities to serve the students with best facilities. A yearly maintenance Contract has been done with a private firm to keep the systems updated. The institution has internet connectivity from BSNL .For this dedicated Optical Fiber Cable (OFC) is used. The entire campus is monitored by CCTV system. The CCTV installed at strategic places helps monitor the campus activity. The Library is fully automated and has software to avail the books to the students easily. Office related Software is used for the convenience of Admission Process. Office Data is computerized and it has a complete record of the entire admission process.

The highlights of IT infrastructure are as under –

- 11 classrooms, 5 Classroom cum laboratories have been equipped with LCD projectors and 1 Conference hall also have been equipped with LCD projectors.
- The college has 168 computers in working condition.

Table showing Laboratories, Departments, units equipped with computer facility.

Sr. No.	Department	Number of Computers	Number of printers
1	Commerce Lab	18	01
2	Ph.D. Research Lab	39	01
3	B.C.A. Lab	48	01
4	Geography Lab	01	01
5	Functional English	11	
6	Academic Departments	13	02
7	Principal Cabin	01	01
8	Administrative Office	14	11
9	Sports Department	01	02
10	IQAC	02	01
11	Ph.D. Research Center	01	01

12	Exam Control Room	01	02
13	Library	12	01
14	M.C.V.C	04	01
15	N.S.S.	01	01
16	Junior College	01	01
	Total	168	28

- All the labs and administrative office are run by 3 servers.
- Yearly maintenance Contract has been done with a private firm MS services.
- There are special smart classroom equipped with projector, screens and internet for Faculties.
- All the departments have computer installed in cabins along with printers and scanners.
- The Principal's Office and the main office is fully computerized. .
- The institution has Broadband (Fiber Optic) internet connectivity from BSNL with 10 MBPS speed.
- Computers in all the departments are connected with LAN facility.
- Wi-Fi facility is available at all strategic places within the campus.
- Installation of a new Wi-Fi setup from Reliance Jio is almost done and will be available for use very soon.
- The entire campus, departments and class rooms is monitored by CCTV system. The CCTV installed at strategic places helps monitor the campus activity.
- There is one monitor in Principal's office which constantly records the activity.
- The Library is partially automated and has software like Libsoft.
- 03 separate computers are kept in the library reading room to make students access the books easily.
- Office related Software is used for the convenience of Admission Process.
- Office Data is computerized and it has a complete record of the entire admission process.

Financial Records are kept in proper order with the help of the software installed.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 4.3.2 Student - Computer ratio (Data for the latest completed academic year)

**Response:** 27.64

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Student – computer ratio	<a href="#">View Document</a>

#### 4.3.3 Bandwidth of internet connection in the Institution

**Response:** C. 10 MBPS – 30 MBPS

File Description	Document
Upload any additional Information	<a href="#">View Document</a>
Details of available bandwidth of internet connection in the Institution	<a href="#">View Document</a>

#### 4.4 Maintenance of Campus Infrastructure

**4.4.1 Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)**

**Response:** 199.08

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

2020-21	2019-20	2018-19	2017-18	2016-17
16.93	24.37	23.67	19.98	20.25

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	<a href="#">View Document</a>
Audited statements of accounts	<a href="#">View Document</a>

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

**Response:**

The college believes in and works for the optimum utilization of the infrastructure in order to create quality ambience and education. Naturally it follows a predefined and well planned policy for its maintenance as well as utilization.

**The aim of the comprehensive procedure:-**

- To achieve optimum utilization of facilities and services for the benefit of stakeholders.

- To receive constant, uninterrupted and smooth functioning of physical, academic and support service facilities.
- To prevent misuse and misconduct of resources and services.
- To achieve timely up-gradation, replenishment, repairing and replacement of the resources and services.
- To set standardized maintenance and utilization procedures for resources.
- To reduce probabilities of accidents at workplace for ensuring safety.

The maintenance work is carried out at two levels. At level one, there is regular support staff. The support staff works as instructed by the concerned head of the departments. The head of the departments assign responsibilities to the staff. It involves monitoring and regulating cleanliness, vigilance and maintenance of the equipments. The department heads report to the principal and the principal directs the office superintendent to execute the required matter. There is a supervisor appointed for the decentralization of the various duties regarding the maintenance and security. The office superintendent has the authority to depute the concerned staff wherever required.

The following measures are taken by the institute:

- Proper up-keeping and maintenance of the building and surroundings is regularly done.
- Maintenance of the furniture and laboratories is done by hiring the skilled persons on job work basis.
- For the IT infrastructure of the institution, yearly contract has been done with a private firm dotCom infotech Pvt. Ltd, Amravati.
- The employee of the firm regularly takes care of all the computing facilities including office and laboratories.
- Cleanliness services look after cleanliness of all class rooms, cleanliness of campus premises, cleanliness of drainage and toilets. The college has constituted an agreement with Mr Vijay Wankhade who assigns this task to the people appointed on monthly basis.

At the end of every academic year, stock verification is carried out by the administrative office. It scrutinizes physical verification of stock, books and the instruments available in library, laboratory and office. The works regarding electric work, plumbing, building construction, furniture repairing, solar panel maintenance and any other work related to campus infrastructure are assigned to the appointed agency. The breakages are sorted out. If the equipments are repairable then they are forwarded to the concerned agency. The irreparable items are suggested to right off from the stock book.

At level two, IQAC manages comprehensive procedure of quality enhancement and sustenance. Set up of committees like College Development Committee, IQAC, UGC Planning Committee, Infrastructure and learning resources committee, Library Advisory Committee, Sports Committee etc. work in tandem with IQAC to effectively tap and check available academic and support facilities. These committees provide continuous feedback to IQAC in order to enable it to take required measures. While carrying out overall assessment of all departments special attention is paid to the needs of up-gradation and updation of the facilities. The authority ensures that enough funds are allocated and then utilized for the maintenance related works.

#### **Maintenance and utilization of physical facilities:-**

The security in-charge Mr. Wankhede supervises the maintenance of the physical facilities including

parking lots, campus roads, garden, building and corridors. Sweepers and cleaners are hired to maintain the sanitary units. The College Garden Committee maintains the garden as well as flora and fauna in the campus. There is an eco-awareness group comprised of students who help to maintain the saplings on the campus.

### **Women's Hostel-**

The Institution has hostel facility for girl students. The hostel is regulated by Women's Hostel Committee. The hostel warden Mrs Prabha Belankar along with support staff maintains the hostel facilities. The food facilities are available in the hostel mess which is run on minimum charges possible. The hostel also has well maintained girls common room, gym, yoga and zumba hall. For the safety of the girls and warden there are fire extinguishers installed in the hostel. Vending Machine facility is also provided.

### **Maintenance of academic and support facilities:-**

The routine maintenance of computer, Geography, B.C.A., Ph.D. Research Lab, and language laboratories is carried out by support staff of the concerned departments. Technical help is provided by the supporting agency wherever required.

### **Library:**

The librarian, in consultation with library advisory committee looks after the maintenance and functioning of the library. Every year, library stock verification is carried out. Overused torn books are sorted out for binding. New and latest books are purchased every year, thus to maintain and update the library collection. As a part of vigilance and security of resources certain measures are adopted. There is CCTV surveillance in the library. Fire extinguishers are also installed and are well maintained. The software used in the library is also well maintained so that the students can avail the books easily.

### **Computers:**

There are 168 computers and three computer laboratories. The computers are used for academic and administrative purpose. To access e-resources and to protect the data, software of antivirus are periodically installed. The outdated and irreparable computers, printers, photocopy machines are replaced by the new updated stocks.

### **Sports Facilities:**

The indoor and outdoor sports facilities including Gym, zumba and yoga hall are maintained by the Director of Physical Education. The basket ball court is well maintained by the sports department. There is well maintained kabaddi and kho-kho ground in the school premises run by the same society.

**Mahatma Gandhi Study Center-** The College has a Mahatma Gandhi Study centre. There is a separate committee comprised of the regular teaching staff from various departments to maintain the center and run the activities.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

NAAC

## Criterion 5 - Student Support and Progression

### 5.1 Student Support

#### 5.1.1 Average percentage of students benefited by scholarships and freeships provided by the Government during last five years

Response: 25.82

##### 5.1.1.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
865	865	669	867	924

#### File Description

#### Document

upload self attested letter with the list of students sanctioned scholarship

[View Document](#)

Upload any additional information Average percentage of students benefited by scholarships and freeships provided by the Government during the last five years (Data Template)

[View Document](#)

#### 5.1.2 Average percentage of students benefitted by scholarships, freeships etc. provided by the institution / non- government agencies during the last five years

Response: 5.08

##### 5.1.2.1 Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)

2020-21	2019-20	2018-19	2017-18	2016-17
58	234	196	157	166



File Description	Document
Upload any additional information	<a href="#">View Document</a>
Number of students benefited by scholarships and freships institution / non- government agencies in last 5 years (Date Template)	<a href="#">View Document</a>

### 5.1.3 Capacity building and skills enhancement initiatives taken by the institution include the following

1. Soft skills
2. Language and communication skills
3. Life skills (Yoga, physical fitness, health and hygiene)
4. ICT/computing skills

**Response:** A. All of the above

File Description	Document
Details of capability building and skills enhancement initiatives (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Link to Institutional website	<a href="#">View Document</a>

### 5.1.4 Average percentage of students benefitted by guidance for competitive examinations and career counselling offered by the Institution during the last five years

**Response:** 14.06

#### 5.1.4.1 Number of students benefitted by guidance for competitive examinations and career counselling offered by the institution year wise during last five years

2020-21	2019-20	2018-19	2017-18	2016-17
408	317	861	316	398

File Description	Document
Number of students benefited by guidance for competitive examinations and career counselling during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

### 5.1.5 The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases

1. Implementation of guidelines of statutory/regulatory bodies
2. Organisation wide awareness and undertakings on policies with zero tolerance
3. Mechanisms for submission of online/offline students' grievances
4. Timely redressal of the grievances through appropriate committees

**Response:** A. All of the above

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	<a href="#">View Document</a>
Details of student grievances including sexual harassment and ragging cases	<a href="#">View Document</a>

## 5.2 Student Progression

### 5.2.1 Average percentage of placement of outgoing students during the last five years

**Response:** 4.66

#### 5.2.1.1 Number of outgoing students placed year - wise during the last five years.

2020-21	2019-20	2018-19	2017-18	2016-17
50	26	47	52	39

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Self attested list of students placed	<a href="#">View Document</a>
Details of student placement during the last five years (Data Template)	<a href="#">View Document</a>

### 5.2.2 Average percentage of students progressing to higher education during the last five years

**Response:** 75.39

**5.2.2.1 Number of outgoing student progression to higher education during last five years**

Response: 821

File Description	Document
Upload supporting data for student/alumni	<a href="#">View Document</a>
Details of student progression to higher education (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.2.3 Average percentage of students qualifying in state/national/ international level examinations during the last five years (eg: IIT-JAM/CLAT/ NET/SLET/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations, etc.)**

Response: 0

**5.2.3.1 Number of students qualifying in state/ national/ international level examinations (eg: IIT/JAM/ NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government examinations, etc.)) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

**5.2.3.2 Number of students appearing in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT,GRE/ TOFEL/ Civil Services/ State government examinations) year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Upload supporting data for the same	<a href="#">View Document</a>
Number of students qualifying in state/ national/ international level examinations during the last five years (Data Template)	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 5.3 Student Participation and Activities

**5.3.1 Number of awards/medals won by students for outstanding performance in sports/cultural activities at inter-university/state/national / international level (award for a team event should be counted as one) during the last five years.**

**Response:** 39

**5.3.1.1 Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national / international level (award for a team event should be counted as one) year-wise during the last five years.**

2020-21	2019-20	2018-19	2017-18	2016-17
2	4	7	7	19

File Description	Document
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national/international level during the last five year	<a href="#">View Document</a>
e-copies of award letters and certificates	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

**5.3.2 Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities following duly established processes and norms (student council, students representation on various bodies)**

**Response:**

The college formed 'Students' Council' on the merit basis for every academic year. The Students' Council was established in 2013-14 and 2014-15 as per provisions of the sections 40(2)(b) of the 'Maharashtra University Act 1994'. After 2014-15, the University Act was replaced by New Maharashtra Public University Act 2016. Due to this reason, there was no formation of council in 2015-16 and 2016-17. However, the college decided to give representation to students from 2015-16 onwards by taking them as members of the College Working Committees. This step led to number of creative and constructive initiatives by students. It helps in imparting analytical thinking, creativity, ethical approach, inquiry, sportsmanship and multicultural orientation while nurturing a strong sense of social and environmental responsibility among the students.

All departments form their own study clubs and elect the office bearers for the same. The formal inauguration of the club is carried out and the office bearers are duly felicitated. The student members of the club run various activities and functions throughout the session. The Students' Council provides

platform to the students to have innovative and constructive interaction with the faculty members. It gives them an opportunity to acquire the communication, planning and organizational skills which adds to their overall development. Students learn to take responsibility for projects, demonstrate management ability, team spirit and efficiency during such projects .

The Maharashtra Public Universities Act, 2016 emphasise that students of a college will take the lead role in establishment and operation of a Students' Council, although the Act also provides an important role for the Board of Management in supporting the establishment and on-going development of the Students' Council. Keeping this in view the students' Council is motivated to take initiative in executing various academic and socio-cultural events in the college.

The Students' Council of our college has representation in various academic and administrative committees like:

- College Cultural Committee.
- College Sports Committee.
- Grievance Reprisal cell
- Anti-Ragging Committee
- Parents-Teachers Committee
- NSS and NCC committee (college level)
- Internal complaint committee (ICC)
- Alumni Committee
- Placement Cell
- Debate, Elocution Committee
- Library Committee
- Magazine Committee
- Studentwelfare Committee
- Ecoawareness Committee
- IQAC Committee

Through these committees, the students' council helps to maintain overall discipline on the campus, coordinates all extracurricular activities and annual festival of college, participate in awareness campaigns, workshops ,rallies, surveys and raise funds whenever there is need to fulfil social responsibility. They also keep vigilance on the activities in college to prevent ragging on the campus. Through this counsel senior students assist to organise camp, study tour, sports events etc. They also are motivated to take initiatives to make campus green and eco –friendly by organising various activities related to it.

The participation of Students' Council in the above mentioned committees of college provide an extra edge to students helping them go an extra mile. It helps in development of leadership qualities, confidence and sense of responsibility, good communication and healthy ambience on the college campus.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**5.3.3 Average number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions)****Response:** 17.6**5.3.3.1 Number of sports and cultural events/competitions in which students of the Institution participated year-wise during last five years**

2020-21	2019-20	2018-19	2017-18	2016-17
8	21	19	23	17

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Report of the event	<a href="#">View Document</a>
Number of sports and cultural events/competitions in which students of the Institution participated during last five years (organised by the institution/other institutions (Data Template)	<a href="#">View Document</a>

**5.4 Alumni Engagement****5.4.1 There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services****Response:**

The college has an Alumni Association registered under the society registration Act, 1860, with the name "Smt. Kesharbai Lahoti Mahavidyalaya Alumni Association, Vidya Nagar, Amravati". The concept of alumni association evolved for needs from both the ends, i.e. academicians and professionals, in the aim of building a bridge between college life and career life, so that the fresher graduates are made proactive to face the current challenges of competitive professional world. The idea took shape and formation of Alumni Association turned into reality.

Alumni extend their support for the placement of the students from time to time. Some of the alumni actively participate in various social services which motivates the students to a great extent. Alumni, who are entrepreneurs, provide inputs on how to start a new venture and turn them into job providers. Alumni visit campus on regular basis to support the existing batch of students in planning and organising events. It helps our institution not just financially, but in terms of academic planning, placements of students, career guidance and technological guidance also.

Since its establishment, the college has a proud privilege to have a long list of highly eminent and dignified personalities as the alumni. They belong to the various fields like education, industry, Movies/ drama,

social-work, media, law, engineering, geology, etc .We are proud to have students who have entered politics and cater their services for the betterment of the society. Some of these are Member of Legislative Assembly, Member of Parliament, President of ZP, Member of Municipal Cooperation and Ward members. All these eminent members are still connected with their Alma –mater. They actively participate in various activities such as on the occasion of “Yuva Din” meritorious students are felicitated with the cash prizes sponsored by various alumni. In order to acquaint the students with the industry world, an industrial tour is taken to the industries owned by our alumni thus providing them up to date knowledge of industrial fields. Guest lectures from the experts of various fields are organised on various topics for the students to set an example before them to work hard and attain success. They also give financial aid for the infrastructural and overall development of the college. Every year, the alumni participate in the Late Shri Radhavallabhji Heda Smriti Blood Donation Camp organised by the college and strengthen this more than blood –relationship with their Alma -mater.

In the wake of COVID 19 Pandemic a blood donation camp was organised by the society in which the members of the Alumni Association took active part and donated blood for the national cause. During the nation- wide lockdown imposed due to COVID 19 pandemic a number of stranded workers and labours were sent to their native place on 8th May 2020, with the help of our alumni .

Thus, the role of the alumni association is constructive, inspiring and motivating for the students as well as the staff and the management of the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 5.4.2 Alumni contribution during the last five years (INR in lakhs)

**Response:** C. 3 Lakhs - 4 Lakhs

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link for any additional information	<a href="#">View Document</a>

## Criterion 6 - Governance, Leadership and Management

### 6.1 Institutional Vision and Leadership

#### 6.1.1 The governance of the institution is reflective of and in tune with the vision and mission of the institution

**Response:**

**Our Vision:**

To Become An Active In Reforming The Society Through Education And Allied Activities And Building a Powerful And Prosperous India.

**Our Mission:**

‘Tamaso Ma Jyotirgamaya’- Lead me From darkness to light.

To execute the above Vision and Mission, the Visionary guiding figures of the Institute are always Vigilant in forming strategies and implementing initiatives which makes the Institute an active agent in reforming the society through education and allied activities towards building a powerful and prosperous India.

The Institute was founded with a noble mission of removal of the ignorance from the minds of the people by providing them education and knowledge and nourishing them with selfless work, enlightening learning and compassionate service to humanity. This mission of nourishing the spirit of our ignited minds percolates each and every activity run by our institution thereby reflecting effective leadership and humanitarian approach in governance.

During the past six decades, the institute with its vibrant management and supporting staff of one equal temper has been striving to create a milieu that sustains excellence in all the three areas highlighted in higher education viz. Academics, Research and Extension.

The institution always stands for equality and no discrimination is made among the students. People from various faiths and backgrounds work as well as learn together and exemplify harmony in multiplicity. In order to achieve the designated purpose, the Institute ensures the participation of all its stake holders in implementing the Vision and Mission statements in the right spirit. Further, the Institute plans its various curricular, co- curricular, and extra-curricular activities on the basis of feedbacks received from the stake holder.

The Governance of the Institute is also aligned to achieve its Vision and Mission and is also reflective of a Participative Management. It comprises of various Bodies/Cells and Committees viz: Governing Body, College Development Committee, Internal Quality Assurance Cell (IQAC) and Functional Committees.

**The Governing Body:** It is the apex decision making authority and guiding force behind all the academic and non-academic endeavors of the Institute in order to sustain the current requirements of all the key stakeholders and Society at large.

**The College Development Committee:** The College Development Committee is actively involved in the



preparation of the overall comprehensive development plan of the Institute w.r.t. Academic, Administrative and Infrastructural growth.

**The Internal Quality Assurance Cell:** The IQAC of the College facilitates the creation of a learner-centric environment fostering Quality education and faculty involvement to adopt the required knowledge and technology for participatory teaching and learning process.

Besides, participation of the faculty members, staff and students in various Monitoring Committees at the Institute plays an important role in the design and implementation of policies and plans for the Institute. The functional committees are a representation of the Participative Management at the Institute, wherein a top down - bottom up approach is adopted. The Principal of the Institute involves the faculty members, staff and students in planning and implementing academic and administrative activities.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

#### Response:

The Principal is the head of the Institute. Head of the institute, IQAC and CDC are the architects of the policies and work in pursuance of the effective and smooth work culture. Various departments are formed and Heads are appointed to supervise the work in the respective departments. Faculty Heads are appointed who are responsible for all the activities of the faculty. All the staff members are the members of the College Staff Council wherein policies are discussed and their suggestions are taken. Various Committees are formed and work is allotted to the committees. These committees include academic, non-academic staff members and the students. Regular meetings are held and a follow up is taken by the Principal. The Principal guides and supports all the activities run for the welfare and wellbeing of the students and contributes to the healthy ambience in the college.

To decentralize the work following committees are formed:

**IQAC:** It is the core committee with complete authority to plan and execute the annual curricular and co-curricular plans. Principal is the chairperson of IQAC. The Coordinator, along with the committee members forms various sub committees to decentralize the work. IQAC is committed to quality enhancement, research promotion, and documentation and preparing of AQAR.

**Research Committee:** The committee maintains yearly report of all the research activities carried and the report of the same is submitted to the IQAC office.

**Academic Committee:** The committee works for planning academic programs and looking into all the work related to it. A report of all the activities is carefully prepared and submitted to the IQAC.

Grievance and Redressal Committee: The committee looks into all the grievances of the students and also the staff and come out with amicable solution.

Placement Committee: Career counseling and guidance cell boosts the morale and confidence and gives the students time to time instructions, preparing them for placement and organizing the placement drives.

Library Committee: The College has a well-established library, which caters to the need of the junior, undergraduate, post graduate students, research scholars and the faculty.

A number of other committees like admission, cultural, NSS, NCC are formed for the decentralization of the work.

Case Study:

The best example of participative management in the college is the organization of the Student Felicitation Ceremony (Gun Gaurav Samaroh) on 12th January every year. The meritorious students, the class toppers, the University Colour Holders, the Sporting Talents, students excelling in co-curricular and extracurricular activities like Debate, Elocution, NSS, NCC, etc. are felicitated by giving them cash prizes, mementoes, tracksuits and certificates. The staff members are also felicitated for their academic achievements. The best part of this practice is that all the expenses towards this magnanimous event are borne jointly by the Management and the staff members. Each and every member from the teaching staff contributes his part which helps in creating the required monetary resource for organizing the programme of such magnitude which serves as encouragement to our students and motivate them to scale further heights in life.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.2 Strategy Development and Deployment

### 6.2.1 The institutional Strategic / Perspective plan is effectively deployed

#### Response:

Since its inception in 1960, the college has been consistently working with a mission to serve the society and provide education to all without discrimination and has carved its own niche in the field of Academics, Research and Extension. The teaching and non-teaching staffs of our college exemplify vibrant dynamism, focused ambition and sustained commitment with detailed execution in their respective fields. The First Cycle of accreditation took place in 2005. The college was accredited with B+ grade. The second cycle was completed in 2010 with A+ grade. Since accreditation, the college has seen remarkable progress in all the areas especially in research. For the Third cycle of accreditation the IQAC has made major contribution in terms of quality enhancement as per the new guidelines. The educational needs today are very different from those of the past and with the changing phase we equip the students with a skill-set required to face this change. In order to make the surrounding stimulating and academically purposeful the thrust is now on

research activities.

Since last five years number of Ph.D. holders, Research Supervisors, and Research Papers published/presented shows an upward graph. Mapping the unique individuality of every student, Co-curricular and extra-curricular activities are organized.

Perspective/Strategic Plan:

- To create research ambiance.
- To organize more National/ International conferences.
- To offer more Career Oriented courses and promote Skill Development Courses.
- To increase ICT based teaching-learning for the students.
- To organize more Seminars/ Workshops for teaching and non-teaching staff
- To motivate students for the extension and outreach activities
- To use more Renewable Energy Sources

One Activity implemented on strategic plan:

Augmentation of Research Culture:

We, as academicians are poised to raise the standards in the sphere of research and learning as well. With an aim to create a crucial learning network and to cater to the needs of research oriented students, the college started University Recognized Ph.D. Research Centers in 8 different subjects- English, Hindi, Persian, Political Science, Economics, Geography, Commerce, Business Economics and forwarded proposals for Sociology and Urdu. The center successfully organized the course work for as many as research scholars. The college library functions on an open access system for the research scholars. It also organized seminars and one online National Conference during the lockdown period. During last 5 years the number of Ph.D.s among the staff members reached up to 86.5% of our total staff. As of today 23 faculty members are guiding the students as Ph.D. Supervisors. Staff members remain actively engaged in the publication of their books and research papers in peer reviewed journals of repute. To keep the students abreast with latest research culture, it is necessary to introduce them to the methodologies of research. Every year the students are prepared for the University level 'Avishkar' competition. Preparing and presenting the seminars in the classroom is a mandatory activity for all the students. In subjects like Geography, Functional English, E-Commerce, Computers etc. students are guided to prepare projects to increase their interest in research activity and enhance their research acumen.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
strategic Plan and deployment documents on the website	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

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

**Response:**

For the effective functioning of various bodies the Institute follows a very well-defined administrative set up. The decentralization of the work is done in order to involve everyone in the work culture followed in the institute.

The institute has a Management body which consists of President and the Executive Members with the governing authorities. They monitor the working procedures of the college and are responsible for the overall functioning of the college. The head of the institution i.e. the Principal provides the necessary information in order to decide the proper policies and service rules. All the academic, financial and the issues related to new appointments and all the other matters are discussed with the Management and are finalized after their approval. Principal, as the chair person of IQAC keeps a close vigil on the working of the staff.

**IQAC:** It is the core body that plays an important role in the effective implementation of the policies. The formation of IQAC is done as per the guidelines stated by the NAAC. The rules and regulations of the college are executed under the efficient leadership of IQAC. IQAC is the active intermediary towards the implementation of smooth work culture. The different committees are formed and responsibilities are delegated as per the instructions of the Principal and the management. Every committee framed under IQAC has teaching as well as administrative staff as its members. Subject wise departments are established and the members of each department work under the supervision of the Head, in pursuance of the policies designed by the management and the institution. HOD monitors all the activities of the department. He/she encourages the staff members to devote quality time to the department. Guest lectures, invited talks, community service, research activities and proper functioning of the department is seen by the HOD. Systematic planning is done by the departments and the committees to organize co-curricular and extra-curricular activities to ensure the all round development of the students. The departmental as well as the committee reports are submitted to IQAC from time to time and record is maintained. The proper documentation is done by the IQAC annually and AQAR is prepared on the basis of the same.

The Non-Teaching staff is also involved in different co-curricular committee work to enhance the involvement of all. All the official records are maintained by the non teaching staff members. Moreover they are authorized to take decisions and give suggestions from time to time whenever they find it necessary. Every member of the institution is involved in the policies that work towards the betterment and welfare of the students. The Service Rules, Procedures, Recruitments and Promotional Policies are as per the rules of the UGC. The posts to be filled are advertised as per the rules of the UGC and with the permission of the University. Eligible candidates are selected on merit basis. A complete transparency is maintained in the entire process.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Link to Organogram of the Institution webpage	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.2.3 Implementation of e-governance in areas of operation

1. Administration
2. Finance and Accounts
3. Student Admission and Support
4. Examination

**Response:** A. All of the above

File Description	Document
Screen shots of user interfaces	<a href="#">View Document</a>
ERP (Enterprise Resource Planning) Document	<a href="#">View Document</a>
Details of implementation of e-governance in areas of operation, Administration etc	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>

## 6.3 Faculty Empowerment Strategies

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

**Response:**

The welfare of the teaching and non-teaching staff is the prime motto of every institution and Smt Kesharbai Lahoti Management and College are no exception to it. There are a number welfare measures for well-being of teaching and non-teaching staff:

- CPF : Employer's contribution to CPF for those who joined after 2005
- Group Insurance (GI): Group Insurance beneath the same umbrella offers a range of products for life, mishap and health insurance which could assist employers to not only retain staff but boost their output as well.
- Salary Earners Society (SES) : Everyone can take the membership by monthly deposits In Shri Ganeshdas Rathi Vidyalaya Salary Earners' Cooperative Society Ltd.. It provides loan upto Rs Four Lacs to all the teaching and non-teaching staff members in emergency with minimum interest rate.
- In addition to this the college provides medical reimbursement as per Government rules.
- Medical Check-up Camp and Lectures on Stress Management and ICT training camps are organized for Teaching and Non-Teaching on regular basis.
- The Felicitation of the wards of the Pat Sanstha is done on merit basis.
- Staff Felicitation is also done by the management for achievements of the employees and their wards.
- Monetary Aid is provided in case of accident or death to the family of the deceased as and when required.
- Clean and Hygienic sanitation facility, Clean Drinking water, Vending machine, Ladies Hostel facility are provided on the college campus .
- Besides all these the college has women cell that takes care of the women students ,teaching and

non teaching staff members.

- Effective programmes are run by the college for gender equality for both teaching as well as non teaching staff.
- Programmes imparting moral and ethical values in a work place are also organized for both.

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.3.2 Average percentage of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the last five years

**Response:** 9.86

#### 6.3.2.1 Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies year wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
0	5	6	5	3

<b>File Description</b>	<b>Document</b>
Upload any additional information	<a href="#">View Document</a>
Details of teachers provided with financial support to attend conference, workshops etc during the last five years	<a href="#">View Document</a>

### 6.3.3 Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years

**Response:** 2.6

#### 6.3.3.1 Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	3	1	1

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centres)	<a href="#">View Document</a>
Reports of Academic Staff College or similar centers	<a href="#">View Document</a>
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff	<a href="#">View Document</a>

### 6.3.4 Average percentage of teachers undergoing online/ face-to-face Faculty Development Programmes (FDP)during the last five years (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course ).

**Response:** 23.3

#### 6.3.4.1 Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course year-wise during the last five years

2020-21	2019-20	2018-19	2017-18	2016-17
15	5	10	11	3

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Reports of the Human Resource Development Centres (UGC ASC or other relevant centers)	<a href="#">View Document</a>
IQAC report summary	<a href="#">View Document</a>
Details of teachers attending professional development programmes during the last five years	<a href="#">View Document</a>

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

**Response:**

The institution follows a well formulated Performance Based Appraisal System for teaching and non-teaching staff. There is a well-designed assessment form which cover all the crucial areas of the faculty members to be appraised on. The details of the same are as mentioned below:

For Teaching Staff:

Performance Based Appraised System (PBAS) as per UGC and SGB Amravati University guidelines, PBAS: It is a three part report inclusive of information pertaining to:

- Teaching – Learning and Evaluation.
- Participation in Curricular, co-curricular, and Extra-curricular activities.
- Research Initiatives

For the assessment of the performance of the teachers, the college follows the guidelines laid down by the UGC and SGB Amravati University. There is college Academic Performance Indicator Committee in the college that monitors the overall process of self appraisal. The committee forwards the report to IQAC for further assessment and it validates the scores claimed by the faculty members IQAC gives necessary suggestions, time to time changes and guidance regarding the performance-based appraisal system.

The API forms are distributed to the staff members which is filled by every faculty members at the end of each academic year. Duly filled forms are submitted to the API committee by the end of the year .The API contains different sections namely Teaching work, University work, and Research work. The work done throughout the session is measured and due marks and grades are given by the screening committee as per the rules and the format of the concerned year. The authenticity of the information provided is monitored by the Head of the department before final submission .The duly signed APIs are submitted to the head of the institution i.e. the Principal. The final performance of the staff is evaluated on the basis of the information received. The appraisal system followed by the college is transparent and helps the principal to decide the liable employees and their qualifying assessment for Career Advancement Scheme (CAS) as per the UGC norms.

The institute has also implemented the performance Appraisal system for non-teaching and administrative staff also. The proforma for the same is prepared by the college and filled by the respective staff member. The Institute evaluates non-teaching staff based on performance in technical and administrative related activities. Their performance is also analysed bases on curricular, professional, development related activities, general conduct and qualities. The service records of all non-teaching employees are maintained in the form of Service Book and updated from time to time.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.4 Financial Management and Resource Mobilization

### 6.4.1 Institution conducts internal and external financial audits regularly

**Response:**

The college regularly carries out the Internal and External audit mechanism.



The Internal Audit – The Internal audit is carried out by the Auditor of the management periodically within every financial year. Accounts of the institution are maintained by the Registrar .All the financial transactions are carried out through cheques and miscellaneous receipts and payments are carried out through the vouchers. At the end of every day debits and credits are matched. Every payment made has the signature of the head of the institution i.e. the Principal and either the Secretary or the Treasurer of the Society. They cross verify the documents; match the receipts and vouchers with the written account of the college as and when required. A high degree of verification, cross verification and regularity is maintained in the process.

The External Audit: The external audit is carried out by the authorized chartered Accountant appointed by the parent institute at the end of financial year as per the rules levied for any educational institution. The government assessment is carried out by the Joint Director of Higher Education, the Senior Auditor and audited by the Auditor General of the State periodically. Dates of Financial Audits (Internal) Carried out:Year

Year	Date of Audit - Grant	Date of Audit - Non-Grant
2016-17	29.07.17	26.02.18
2017-18	27.7.18	25.01.19
2018-19	30.07.19	25.10.19
2019-20	30.07.20	26.02.21
2020-21	17.07.21	22.11.21

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

#### 6.4.2 Funds / Grants received from non-government bodies, individuals, philanthropers during the last five years (not covered in Criterion III)

**Response: 0**

6.4.2.1 Total Grants received from non-government bodies, individuals, Philanthropers year wise during the last five years (INR in Lakhs)

2020-21	2019-20	2018-19	2017-18	2016-17
00	00	00	00	00

File Description	Document
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the last five years	<a href="#">View Document</a>
Any additional information	<a href="#">View Document</a>
Annual statements of accounts	<a href="#">View Document</a>

### 6.4.3 Institutional strategies for mobilisation of funds and the optimal utilisation of resources

#### Response:

The college receives funds under various heads from the UGC. These funds are sanctioned by the UGC under specific heads and are to be spent precisely under those heads. The College also mobilizes certain funds and utilizes it as per requirement.

The college annual budget is formed by inviting the suggestions of all the stakeholders namely Management, Teachers and Students. Suggestions given by IQAC and the various departments are also taken into consideration. Purchase Committee of the college sees into the requirements of various departments and contacts various suppliers. Negotiations are done regarding the rates and quotations are invited before taking the decision. This centralized purchase procedure maintains perfect transparency and quality with reasonable cost.

Some of the heads under which the utilization of the resources is done are:

- Conference/Seminar/Workshops: Funds received from the UGC to organize Conferences, Seminars and Workshops are utilized for the organization of the same.
- Infrastructure Maintenance and Development: The fund received under this head is utilised for maintenance and development of the Infrastructure. The College is continuously developing its infrastructure. Wherever possible the renovation of the old structure is done and a considerable amount is spent on it.
- Computer Maintenance: Maintenance of the computers is done by an external agency appointed for the same. A significant amount is utilized for it.
- Library Expenditures: The library is upgraded on the need basis. Addition of text and reference books takes place as per the change in curriculum.
- Laboratory Expenses: The required equipments are purchased time to time so as to continue the practical sessions unhampered.
- Repairs and Maintenance: There is a system that monitors the repair and maintenance of all the facilities and equipments provided to the students.
- Miscellaneous Expenses and Administration: A considerable amount is utilized for the salary of the temporary staff and the recurring expenditure on administration.
- Loans and advances: Salary Earners Society provides loan for all the teaching and nonteaching staff members in emergency with minimum interest rate.
- Games and Sports and Cultural Activities: The institution being one of the foremost institutions for games and sports a substantial and justifiable amount is utilized for the purchase of the Sports Material. It is purchased in bulk after determining annual requirements to make it cost effective.

Financial aid is also provided to deserving sportsperson.

- For outreach activities: The institute is committed to its responsibility towards society. The students are motivated for the extension activities by rendering their services at many places and help on several occasions to the needy people.(Help to the families of farmers, fund collected for Kerala Flood victims, for the people stranded during COVID-19 lockdown etc.)
- Beautification of the Campus: Along with the facilities, the institute tries to maintain its beauty also. A significant amount is spent on tree plantation and maintenance of the garden.

Salary: The salary of staff appointed for self-financed courses is disbursed through the funds generated from such courses.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

## 6.5 Internal Quality Assurance System

### 6.5.1 Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

#### Response:

IQAC has been the core body to promote quality education, a rich research culture and systematic annual record keeping of the college. The contribution of the IQAC is very significant in this respect. IQAC shoulders the responsibility of ensuring quality enhancement of Higher Education. It also maintains discipline and a healthy work-culture. With the Principal as the chairperson and with the efficient Co-ordinator and IQAC team, the college has made a remarkable progress during the last five years.

Two practices institutionalized as a result of IQAC initiative:

1 Lecture Series for the farmers:

The Institution is well rooted in the soil is clearly reflected in its number of practices followed in accordance with its commitment to quality enhancement. One of them is a lecture series named “Late Zumberlal Karwa Smriti Vyakhyanmala” organized every year especially for the farmers of the region. The arid region of Vidarbha and the changing government policies pose multiple problems for the farmers .The visionary member of the management Late Zumberlalji Karwa and his philanthropic son Late Kamalnayanji Karwa started the organization of a lecture series. They donated a specific amount to the college through which every year this lecture series is organized on 11th August, the birth anniversary of Late Zumberlalji Karwa, by the magnanimous members of Karwa family.

For this lecture series which is going on since last 13 years, some renowned personalities of the agrarian field are invited. The farmers of the region are specially invited in the college. The problems and issues of the farmers are discussed and tried to be resolved. The programme is a connecting link between the farmers

and the policy makers. It also creates an agrarian awareness among the students. During the past few years the well known personalities like Dr. Shrinivas Khandewale, Shri P. Sainath, Editor of The Hindu, Shri H.S. Desarda, and many notable activists graced the occasion by their thoughtful deliberations.

## 2 Career Guidance and Placement Activity:

Placement training plays a major role in shaping up the career goals of students. At present, the competition for employment is increasing every day and placement has become a challenging task. The Institution successfully shoulders the responsibility of training the students and equipping them with life skills to make them ready for the employment market. Living in a small town, the students lack in presentation and communication skill. In order to overcome these challenges various strategies are adopted by the cell. The Institute helps each student in exploring placement opportunities by inviting various companies for campus recruitment of students who are in the final year of the programme and are likely to graduate at the end of the academic year. The institute has a bright history of placement. The multinational companies of international repute like Nicholas Piramal, TCS, Cognizant, Mahindra and Mahindra, Syntel, Airtel, ICICI, LIC of India companies have visited the college during the past years with the highest ratio of placement in arts and commerce colleges in Amravati.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

**6.5.2 The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities ( For first cycle - Incremental improvements made for the preceding five years with regard to quality For second and subsequent cycles - Incremental improvements made for the preceding five years with regard to quality and post accreditation quality initiatives )**

### Response:

#### 1. ICT Enabled Teaching

The educational needs today are very different from those of the past and with the changing phase we must equip the students with a skill-set required to face this change. Keeping this in mind teachers in our institution make the possible use of ICT enabled tools to impart knowledge in an effective and interesting manner.

The institute has provided computers and internet connection to all the departments to become technically updated and use it for the ICT based teaching. To make teaching-learning process more innovative, well-equipped laboratories, Projectors, Internet facility, Software, Educational CDs, videos, e-books etc. are made available. These facilities help in carrying out the tasks such as Tests, Assignments and circulation of

Notes etc. and also familiarise the students with the new ways of learning. The computer department of the college helps the students and teachers to solve the technical difficulties. Some programmes are run for the faculty to get acquainted with the technical tools. They are also motivated to undergo the e-content development workshops and FDPs.

While catering these facilities to all the students, the college is not unmindful of the needs of visually challenged students. The college library has braille software, CDs and e-books especially for the visually challenged students trying to make them technically updated.

The college has 35 ICT enabled classrooms, 5 Laboratories and 1 Seminar hall with fully ICT equipped which support the faculty to conduct a lecture with power point presentation. The college auditorium also has the facility of the projector that makes it possible for some teachers to engage lecture there with previous notice. Use of Videos made by the faculties, You-tube videos, films, dramas, slides, documentaries etc. are also helpful for the students and make learning an innovative experience. Subject based Whatsapp groups are formed by the concerned faculty to circulate some immediate information among the students. However, the groups are kept admin based to prevent any kind of misuse of social media on the part of the students.

Some of the teachers in the institution make use of Google classroom as LMS. Students are invited to join classroom by invitation through email. It is an effective and easy medium for sharing lecture notes, power point presentations, video lectures and web-links of academic content. It is also being used for creating and distributing assignments.

Computer laboratory and language laboratory are used to impart the knowledge to the students regarding the use of ICT. A special 15 day course based on the use of ICT is conducted by the college especially for the students of Arts stream who belong to the rural areas. Students are trained and motivated to give seminars with Power point presentation.

Thus, the institute makes every possible effort to provide every possible facility to make teaching-learning process more innovative and interesting with the help of ICT.

## **2. Outcome Based Education**

The institution being affiliated to SantGadge Baba Amravati University, Amravati adheres to the curriculum prescribed by the university. The curriculum is designed and developed by the Board of Studies. After the final approval by the academic Council of University it is prescribed for a particular programme. Programme Specific Outcomes and Course Outcomes are also discussed by the members of the council. However, they are further analysed and explained by the Head of the Department. The process of attainment of COs, POs, and PSOs starts from writing appropriate COs for each course in the undergraduate and postgraduate programs .

The college follows the evaluation pattern prescribed by the affiliating University. It consists of end-semester examination, practical examination, and internal evaluation through unit tests, seminars, projects, field visits and assignments. These examinations and results directly reflect the attainment of CO, PO and PSO.

Attainment Level:

Attainment Level 1: 1-25% students passing in the University Examination.

Attainment Level 2: 26-50% students passing in the University Examination.

Attainment Level 3: 51-75% students passing in the University Examination.

Attainment Level 4: 76-100% students passing in the University Examination.

The evaluation system thoroughly monitors the performance of the students in both academic and non-academic activities. The response and feedback given by the students clearly manifest the realisation of the course objectives. Proper channels are used to inculcate the objectives among the students.

Programme specific outcomes are measured through performances of the students in the internal and external examinations. Their performance and involvement in class activities, departmental activities are also used to assess whether the program specific outcomes are attained and to what extent they are attained. The process is helpful in knowing the slow and advanced learners. Proper measures are taken to enhance the outcomes on the part of the slow as well as advanced learners. They are given proper counselling and are helped to develop further. In addition to written tests, assignments and seminars are given to the students to make them focus on the nuances of the topics prescribed. The slow learners are engaged again in remedial classes.

The faculty prepares and of maintains an academic diary which helps them to go as per the planned procedure to attain the Programme specific outcomes.

There is a student welfare committee in the college which supports the socially or economically deprived students by giving them monetary help as per institutional policies to make them continue their education and attain the desired objectives.

The attainment of these objectives is clearly manifested in the academic results of the students and their spectacular performances in sports and cultural activities. They represent not only the college but the country at an international level. A long list of medals and honours won by our students mark the successful attainment of the course outcome. Program outcome and program specific outcome. The extracurricular and extension activities carried out through NSS and NCC mould our students as per the pre-determined goals and display the quality enhancement graph of the institution.

File Description	Document
Upload any additional information	<a href="#">View Document</a>
Paste link for additional information	<a href="#">View Document</a>

### 6.5.3 Quality assurance initiatives of the institution include:

1. Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analysed and used for improvements
2. Collaborative quality initiatives with other institution(s)

**3.Participation in NIRF****4.any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)****Response:** A. All of the above

<b>File Description</b>	<b>Document</b>
Upload e-copies of the accreditations and certifications	<a href="#">View Document</a>
Upload details of Quality assurance initiatives of the institution	<a href="#">View Document</a>
Upload any additional information	<a href="#">View Document</a>
Paste web link of Annual reports of Institution	<a href="#">View Document</a>

## Criterion 7 - Institutional Values and Best Practices

### 7.1 Institutional Values and Social Responsibilities

#### 7.1.1 Measures initiated by the Institution for the promotion of gender equity during the last five years.

##### Response:

In today's competitive world, an educational institute is not only responsible for providing the education of highest standards, but, it is also responsible for ensuring safety and mutual respect among its students for one another irrespective of their gender. In order to fully prepare graduates for their careers and their social and personal lives, the college has launched initiatives such as the gender sensitization Programmes, Legal awareness programmes, self –defense workshops and women empowerment programmes. The main objective is to ensure that our students have the personality, exposure, skills, and self-confidence to take on the most urgent challenges and assignments in their personal as well as professional lives. The College has planned strategy for the gender equity and gender sensitization.

- **Curriculum-** The SGBA university, in its curriculum of B.A I, B.A II and B.A III has incorporated the topics related to women empowerment and gender sensitization in the syllabi of subject 'Sociology'.
- **Formation of ICC and Counseling of the students-** The Institute has formed Internal Complaint Committee (ICC) as per the norms of the government with an objective to review from time to time the existing provisions of the constitution and other laws affecting women and recommend amendments so as to suggest remedial legislative measures and also to aware boys and girls about Sexual Harassment. **The women cell** of the college conducts the regular meetings of the girl students to know about their problems and difficulties while taking education on the campus. **Regular counseling** is done through the cell.
- **Safety and Security:-**The college campus and Girls Hostel are secured with the aid of surveillance under CCTV for 24 hrs. The security guard at the gate of the college takes care of the girls as well as the boys on the campus, **Common rooms** are provided for both boys and Girls in the premises. The grievance cell has provided a **complaint box** wherein the girls can drop their written complaints if any. The cases are attended promptly on receipt of written grievances from the students. **Fire Extinguishers** have been installed at different places in the college for safety and security against any fire mishaps. The college conducts **Medical and Physical Checkup Camp** for girls and boys students.
- **An Anti -ragging Committee** is formed as per the instructions given by Joint Director, Higher Education. The names of the Office bearers of the committee are displayed in the campus and are also sent to the J.D. office and District Collector for their information.
- The Institution takes proper care of mental and physical health of its female students and staff members .There is **well equipped Gym, Zumba, Aerobics and Yoga hall with a lady trainer** at the women hostel. The **vending machines** have also been installed at the women hostel and in the college ladies washroom.

In addition to all these measures the college conducts a number of programmes related to gender equity and sensitization.



File Description	Document
Link for specific facilities provided for women in terms of: a. Safety and security b. Counselling c. Common Rooms d. Day care center for young children e. Any other relevant information	<a href="#">View Document</a>
Link for annual gender sensitization action plan	<a href="#">View Document</a>

### 7.1.2 The Institution has facilities for alternate sources of energy and energy conservation measures

1. Solar energy
2. Biogas plant
3. Wheeling to the Grid
4. Sensor-based energy conservation
5. Use of LED bulbs/ power efficient equipment

**Response:** C. 2 of the above

File Description	Document
Geotagged Photographs	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

### 7.1.3 Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 500 words)

- Solid waste management
- Liquid waste management
- Biomedical waste management
- E-waste management
- Waste recycling system
- Hazardous chemicals and radioactive waste management

**Response:**

Our institution takes all the possible steps needed for the maintenance of clean and green campus free of wastes that can be harmful for the environment. It adopts environment friendly practices and takes necessary actions such as recycling of the waste (solid/liquid waste management and e-waste management etc.)

**Solid waste Management: -**

- Students and staff are regularly instructed about specific waste management practices through
- **Lectures, Slogans, Notice Boards** in the campus. Every day all the academic buildings and other surrounding area in the campus are cleaned by the appointed staff for the same and they separate out waste and dispose accordingly.
- Scrape papers from various departments are collected and donated to “Arham”group, (an organization that works for social welfare)for recycling.
- Students are asked to collect floral waste during Navratri and Ganesh festivals and it is disposed in a proper way to avoid water pollution.
- All departments, classrooms and corridors are provided with **Dustbins** for dry wastage which are emptied every day. **Colour-Coded Dustbin** are used Green for liquid and Blue for solid at the required places. The waste separated is then collected by **Municipal Corporation Vehicles** for proper disposal.
- The library material like old newspapers and magazines, old assignment books etc. are **sold to the vendors for proper recycling.**
- A regular organization of cleanliness drive by the volunteers of NSS reminds every one of the importance of cleanliness and hygiene.

#### Liquid Waste Management :

- Liquid waste from the drinking water kiosk and toilets etc is let out as effluent into a proper drainage facility to avoid stagnation.
- Drinking water facility is arranged on every floor of the building. **Wastage of Water is restricted** by proper monitoring.
- **Waste water is properly drained** out to maintain the greenery in the campus.
- There is a proper **Drainage System** for all the wings of the building.
- The sewage water from the entire campus is drained through the underground pipe line

#### E-Waste Management:-

- **Electronic Waste** like old CPUs, Hard disks, laboratory equipment etc. is disposed to the market for sale as scrap.
- Old version computers are transferred to the schools run by our education society or disposed through outside agencies.

Some old monitors and CPUs are repaired and reused if possible.

File Description	Document
Any other relevant information	<a href="#">View Document</a>
Link for Relevant documents like agreements/MoUs with Government and other approved agencies	<a href="#">View Document</a>
Link for Geotagged photographs of the facilities	<a href="#">View Document</a>

**7.1.4 Water conservation facilities available in the Institution:**

1. Rain water harvesting
2. Borewell /Open well recharge
3. Construction of tanks and bunds
4. Waste water recycling
5. Maintenance of water bodies and distribution system in the campus

**Response:** B. 3 of the above

File Description	Document
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.5 Green campus initiatives include:**

1. Restricted entry of automobiles
2. Use of Bicycles/ Battery powered vehicles
3. Pedestrian Friendly pathways
4. Ban on use of Plastic
5. Landscaping with trees and plants

**Response:** Any 4 or All of the above

File Description	Document
Various policy documents / decisions circulated for implementation	<a href="#">View Document</a>
Geotagged photos / videos of the facilities	<a href="#">View Document</a>
Any other relevant documents	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.6 Quality audits on environment and energy are regularly undertaken by the Institution and any awards received for such green campus initiatives:**

1. Green audit
2. Energy audit
3. Environment audit
4. Clean and green campus recognitions / awards
5. Beyond the campus environmental promotion activities

**Response:** A. Any 4 or all of the above

File Description	Document
Reports on environment and energy audits submitted by the auditing agency	<a href="#">View Document</a>
Certification by the auditing agency	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.1.7 The Institution has disabled-friendly, barrier free environment

1. Built environment with ramps/lifts for easy access to classrooms.
2. Divyangjan friendly washrooms
3. Signage including tactile path, lights, display boards and signposts
4. Assistive technology and facilities for Divyangjan accessible website, screen-reading software, mechanized equipment
5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading

**Response:** B. 3 of the above

File Description	Document
Policy documents and information brochures on the support to be provided	<a href="#">View Document</a>
Geotagged photographs / videos of the facilities	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

### 7.1.8 Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 500 words).

**Response:**

The mission of the College acts as a power center exerting a centripetal force on our team of teaching and non-teaching staff members. In spite of having diverse accents they remain united for creating a quality ambience to cater quality education.

Starting with the linguistic diversities, which has percolated to every inch of our Institution, our college gives voice to this broad diversity in its creative pursuits in as many as five languages namely -English, Hindi, Marathi, Urdu and Persian. The annual magazine of the college "Jyoti" also shows separate section for each language.

The beginning of 21st century is characterised by the increasing tendency of people to have one dominant “identity” and that in fact is the denial of liberty to respect all. Diversity is an aspect of human existence that cannot be eradicated by war or self –consuming hatred. It can only be conquered by recognizing and claiming the wealth of values it represents for all. The curricular and extracurricular activities of the college promote communication, tolerance, and understanding. We endeavor to work as a catalyst in making each and every learner a balanced human being having his/her core strengths embedded in the learning experiences emanating from our rich socio-cultural roots. We believe that success is the amalgamation of intellectual, social, economic and spiritual development. Striving to materialise this success; we organise various workshops, guest lectures, excursions, Blood Donation Camps, debates and extempore. Celebrating Diwali Milan and Id Milan programmes on the campus to promote communal as well as cultural harmony among the students.

The students from all the walks of life come together on the same platform to help the needy and distressed. During the period of floods, the funds were raised for the people at Kerala. The various programmes organized through N.S.S. inculcate the social values among the students that remove the socio economic barriers completely. The volunteers provide services in any way that is feasible. To inculcate the values of Unity among the students 30th October, the birth anniversary of Sardar Patel is observed as “EktaDiwas” on which the student take an oath to keep the spirit of “unity in diversity” intact. Every year, the students are motivated to participate in “BharatiyaSanskritiPariksha” organized by Vivekananda Kendra Kanyakumari. It makes the students aware of the beauty and depth of Indian culture and also enhances the feeling of fraternity among the students.

A spiritual motivational programme by the spiritual organization “Happy Thoughts” is organized to give the students training for keeping mental poise in the face of multiple challenges. Through such programmes the students learn the values like patience, perseverance, mental poise, peace, companionship and togetherness. The past achievements not only strengthen our steps but remind us that we are here not merely to make a living, but to enable the world to live more amply, with greater vision and finer spirit of hope and togetherness. The staff of “One equal temper” keeps on striving to create a milieu that sustains an all-inclusive environment on the campus.

File Description	Document
Link for supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

#### **7.1.9 Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens (within 500 words).**

##### **Response:**

Our institution is known for its community orientation that teaches the students to cater to the demands of the society and become a responsible citizen who can revitalize the society. This is done through various activities like Blood Donation Camp, Voting Awareness Rally, Constitution Day Programme

,N.S.S.Camp, etc

The Cooperative Extension Service is a primary service component of the triad mission of the university i.e. Teaching, Research, Service. The institution tries to blend learning and service goals in such a way that both occur at the same time and are enriched and supported by one another. True education system implies a sense of responsibility, team spirit, involvement imbued with value based system. This spirit gets reflected through a host of curricular, co-curricular and extra-curricular activities conducted in the college. Mapping the unique individuality of every student, we plan the annual calendar and fill it with activities imparting analytical thinking, business acumen, creativity, ethical approach, sportsmanship and multicultural orientation while nurturing a strong sense of social and environmental responsibility.

The college, besides stuffing the inmates with academics realizes the need to instill the soft tendencies in them. They are motivated for the extension activities by rendering their services at many places prominently at Tapovan, the haven of lepers; Ashok Nagar ,a nearby locality of the underprivileged and Melghat, a tribal place experiencing the severity of malnutrition. One of the very notable activities conducted throughout this session was the offering of physical services at Tapovan; an Amravati based nationally acclaimed pilgrimage of humanity (an Institution working for curing and rehabilitation of the patients affected with leprosy).The NSS volunteers in teams paid regular visit to the institute and rendered their services in the kitchen and campus. Donation of Clothes to the needy residents of Melghat, an area affected by malnutrition and poverty is done every year. By raising the fund through the staff members, the college provides yeoman's service to the poor and needy .One of the notable activities was providing free meal for one week to the 4500 students coming to Amravati for participating in military recruitment camps .The student welfare committee gives monetary support to the poor students and players by providing the things required .The humanitarian and philanthropic approach is cultivated through Extension, NSS and NCC units of the college till the habit of service percolates their lives.

To carry out the civilian duty the department of Political Science and NSS promote the democratic process of enrollment of the students in the voters' list. Students are made aware of their right to vote and are motivated to create the same in the society with the help of voters' awareness drive, rallies, and educational tour to Legislative Assembly and street plays. Constitution based examinations is conducted every year to encourage the study of Indian Constitution. Students and the staff members join in this activity and convey the message to inculcate the values of respecting the ideals of democracy.

File Description	Document
Link for details of activities that inculcate values necessary to render students in to responsible citizens	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

**7.1.10 The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard.**

- 1. The Code of Conduct is displayed on the website**
- 2. There is a committee to monitor adherence to the Code of Conduct**

**3. Institution organizes professional ethics programmes for students, teachers, administrators and other staff****4. Annual awareness programmes on Code of Conduct are organized****Response:** A. All of the above

File Description	Document
Details of the monitoring committee composition and minutes of the committee meeting number of programmes organized reports on the various programs etc in support of the claims	<a href="#">View Document</a>
Code of ethics policy document	<a href="#">View Document</a>
Any other relevant information	<a href="#">View Document</a>

**7.1.11 Institution celebrates / organizes national and international commemorative days, events and festivals (within 500 words).****Response:**

In order to inculcate the values among the students, the college celebrates birth/death anniversaries of great Indian personalities and freedom fighters. Celebration of important days like constitution day, Voters' day, creates awareness among the students about the importance of the Indian constitution, rights and duties of Indian citizens.

Every year, on the auspicious occasion of "Yuva Din", the birth anniversary of Swami Vivekananda, we organise "Gun Gaurav Programme" to felicitate our bright and brilliant performers from across the fields thereby making them sprout new wings for the higher flights.

To inculcate the values of respecting the teachers, the birth anniversary of Dr Sarvapalli Radhakrishnan is celebrated as teachers' day in a unique way by promoting the use of cloth bags instead of the plastic ones.

To inculcate the values of Unity among the students and in order to make the students aware of the life and work of the legendary icon, Sardar Vallabhbhai Patel, Ekta Diwas is celebrated to mark the birth anniversary of Sardar Patel.

Dr Babasaheb Ambedkar birth as well as death anniversary are celebrated to inculcate the values of unity among the students.

In order to make the students aware of the life and work of the legendary icon, Mahatma Gandhi, the College successfully runs Gandhian Study Centre. Following its tradition, the students are motivated to appear for "Gandhi Vichar Sanskar Examination" conducted every year by Gandhi Research Foundation, Jalgaon. Lal Bahadur Shastri birth anniversary is also celebrated with great reverence.

With Chhatrapati Shivaji Maharaj as a role model, the college promotes the values that he represented through the celebration of Shiv Jayanti.

On the occasion of Dr Rajendra Prasad Birth anniversary, an intercollegiate debate competition is organized by the college every year on 3rd Dec.

International Women’s day is celebrated to herald an era of women empowerment.

Savitribai Fule birth anniversary is celebrated as “Kranti Din” to enlighten the spirit of “ save girls .educate girls “.

Every year, Munshi Premchand Jayanti is celebrated by planting a sapling at the hands of a learned personality in the literary circle ,followed by a lecture. It helps to create a literary ambience and commemorate the works of the legendary writer.

1st Dec is marked as an Aids Awareness Day to create the awareness regarding the disease in the society.

To create a sense of environmental responsibility among the students and to create awareness regarding the global problem of water scarcity, on 22nd March “water Day” is celebrated to give the message of “Save Water, Save Earth”.

To nurture the values like Patriotism in the hearts of the students the college every year celebrates Independence Day, Republic Day and Maharashtra Diwas with great enthusiasm.

In addition to these, Vachan Prerna Diwas, Rangnathan Jayanti and International Yoga day, are also celebrated. The effort is a step towards indoctrination of patriotism and nationalism in the young students. This holistic approach will go a long way in creating responsible citizens.

File Description	Document
Link for Geotagged photographs of some of the events	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>
Link for Annual report of the celebrations and commemorative events for the last five years	<a href="#">View Document</a>

## 7.2 Best Practices

**7.2.1 Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.**

**Response:**

**1. Title of the practice-**

**Job opportunities through Placement Cell**

**2. Objectives of the practice -**



Every student has unique characteristics, as everyone has his or her own strengths and weaknesses. Therefore choosing a career that matches one's aptitude and personality itself translates into professional success and popularity. The main aim of career guidance and placement cell is to help students choose a field that is in tune with their skills and their job expectations. Career counseling and guidance is needed to help organize one's thoughts and ideas on career related decisions. It can boost the morale and confidence and give new directions to the students which will be beneficial for the whole society. After important milestones in education each one of us faces this question 'what next' after graduation. Career guidance and placement activities help in all the major milestones in one's career. Placement training plays a major role in shaping up the career goals of students. At present, the competition for employment is increasing every day and placement has become a challenging task. Training of students and equipping them with life skills has become an important responsibility of the institution.

### **3. The context -**

Placement training plays a major role in shaping up the career goals of students. It is the dream of every student to get placed in a top organization visiting their campus for recruitment. Getting a job in this economy is like finding a needle in a haystack. At present, the competition for employment is increasing every day and placement has become a challenging task. Training of students and equipping them with skills has become an important responsibility of the institution.

### **4. The Practice –**

The Placement Cell organizes career guidance programmes for all the students starting from first year. The cell arranges training programmes like Mock Interviews, Group Discussions, Communication Skills Workshop etc and it also organizes Public Sector Exam Training for students who are interested to join Government Sectors. It also invites HR Managers from different industries to conduct training programmes for final year students. The Institute helps each student in exploring placement opportunities by inviting various companies for campus recruitment of students who are in the final year of the programme and

are likely to graduate at the end of the academic year. The final placements, at the Institute, are a result of very systematic interaction with the industry and continuous career counseling of the students. Right from the beginning of the programme, students are continuously counseled with regard to his/her career aspirations and options, which in turn is vigorously followed up with the potential companies for participating in the placement programme of the Institute. This not only helps the students in getting their 'dream' jobs but also assists the visiting placement companies in identifying the 'right' candidate for their organization. The institute has a bright history of placement. The multinational companies of international repute like Nicholas Piramal, TCS, Cognizant, Mahindra and Mahindra, Syntel, Airtel, ICICI, LIC Of India companies have visited the college during the past years with the highest ratio of placement in arts and commerce colleges Amravati region. The activity is practiced with a systematic planning-

- Preparation of Placement Brochure for final placement.
- Pre-placement visits (PPV) to the companies.
- Communication, networking and relationship building with the potential recruiters

- Invitation to potential recruiters to visit the Institute.
- Continuation of placement activities after the stipulated period, till all the students are placed.
- Grooming and training of the candidates for the placements so that their chances of selection increase.
- General follow-up, joining formalities and other administrative activities.

## 5. Evidence of success–

The Placement Cell plays a crucial role in locating job opportunities for Under Graduates and Post Graduates passing out from the college by keeping in touch with reputed firms and industrial establishments. The Placement Cell operates round the year to facilitate contacts between companies and graduates. The number of students placed through the campus interviews is continuously rising. On invitation, many reputed industries visit the institute to conduct interviews..The college is successful in maintaining our high placement statistics over the years and the fact that our students bear the recession blues with record breaking placements itself is a testimony to our quality. Our ingenious alumnae have set new standards in the corporate world through their estimable contributions and it is my firm conviction that we will continue that legacy in the years to come..There is a stringent competition in the job market to match the talent availability with the job profile. This is where placement cell bridges the gap, easing the procedure of recruitment to be simpler for companies and at the same time beneficial for the students. With the proper placement and training, students learn how to put forth their knowledge and abilities in the right way to fetch the best of jobs. Every year a number of our students are placed in the companies of repute. The record of the period from 2016-2021 is as follows-

NAME OF THE COMPANY	STUDENTS PLACED
DRYOMIX	7+3
ICICI	21
TATA CONSULTANCY SERVICES (TCS)	66
COGNIZANT TECHNOLOGY SOLUTIONS PVT. LTD.,	11
WIPRO LTD., PUNE	01
ITM For ICICI Bank PAN India	18
BUSY LAND, CITY LAND & DREAMLAND MARKET,AMRAVATI	18

STHAPATYA	09
SUD INSURANCE	19
NIBF	06

#### 6 Problems encountered and resources required:-

It is a general scenario that campus placement is the monopoly of IIMs, IITs, Engineering and many other Hi tech campuses. Inviting corporate sectors of repute on the campus of arts and Commerce College is a distant dream. Another challenge is to equip the students well and make them ready for the employment market. Living in a small town the students lack in presentation and communication skill. In order to overcome these challenges various strategies are adopted by the cell. The students are trained to attain placement through a variety of programmes run by the Placement & career guidance Cell such as:

- Industry to Institute Programmes – Corporate leaders from leading industries are invited regularly to interact with students
- Various Training Programmes are organized to train the students in the areas of Aptitude, Quantitative Reasoning and Logical.
- Technical training programmes are being conducted by Technical experts
- Language learning programmes to train students in developing their communication skills
- Training through Mock Interviews for students to perform well in the professional interviews as per the expectations of the corporate world
- Public Sector Exams Training

#### 1 Title of the Practice:

Helping Hand to the deserving students

#### 2 Objectives of the Practice:

It has been observed that financial adversity becomes a big obstacle in the way of attaining the goals in life. The deserving and talented students are deprived from achieving their dreams just because of lack of monetary support. Hence in order to lend a helping hand to the students, financial aid is provided to them. As we know that an individual can't fulfill the demands of various needy people, the institution decided to create some sort of corpus fund which can provide a helping hand to the needy persons. As we are all working in the academic college where satisfying the needs of the students is our first priority, the college formed a corpus fund in 2015-16, named as "Students' Welfare Fund" where staff of our college can contribute, and today the college is running it successfully. The committee envisions a conducive student centric teaching learning environment and compassionate interpersonal relationship between teachers and

students. It focuses on all round development of the students by addressing their financial needs, providing counseling and fostering positive psycho-personal motivation and guidance to them.

The noble objectives of the practice are:-

- To extend financial aid to the poor and deserving students, especially from the rural areas, to save them from discontinuing their education owing to poverty.
- To support without making any discrimination on the basis of caste, creed or gender.
- To promote the 'equality' among the students
- To inculcate the values of 'charity' and a 'sense of social responsibility' among the students.

### **3 The Context:**

*“Every student can learn,*

*Just not on the same day,*

*Or the same way”*

Following these beautiful lines quoted by famous personality George Evans., the Student Welfare Committee endeavors to help a student's educational process to advance their academic as well as personal abilities.

It targets at avoiding the hindrances that may come in the path of a student's learning process so that they can be qualified professionally upon the national and international levels. This committee complies with the policies set by the University in order to facilitate a positive academic environment to the students and help them to proceed in their career with minimal obstruction. During the stay of a student in the campus, this committee is responsible for solving the economic problems of the students. The committee works for the overall welfare of the student in terms of student development which consist of student development program and counseling of the students and much more.

In and around the areas of the college, there has been a long history of frequent droughts and famines, which have ravaged the rural life throwing the people into miserable conditions of abject poverty, illiteracy and ill-health. The agrarian system makes some students helpless victims of the pathetic and unpredictable circumstances. The situation many times compels them to leave their pursuits and look for some lucrative job. The students who do not get any help from the government and who deserve to continue their sporting or academic career need some financial support from the institution. In such a scenario, the staff members of the college took a decisive step to find out such authentic cases and help them by providing books, uniform, concession in fees, sports equipment, diet and the like.

### **4 The Practice:**

Our institution, true to its legacy of pro-rural and deserving -student attitude since its inception, has taken a firm resolve to extend all possible financial support to the deserving students and help them to realize their fond dream of acquiring higher education. The staff of our college always remains involved in various types of extension and out-reach activities, irrespective of any field, i.e. whether it is related to students,

sports persons, economically backwards, physically handicapped, victims of natural calamity, or for the sake of National cause. The department of Sports took initiative and started a student's welfare committee that collected the donations generated willingly by the staff members, which was decided to be utilized for the fulfillment of requirements of needy students without any discrimination of caste, creed or gender. A duly constituted committee of the college scrutinizes the applications received from the aspirants for the aid and finalizes the list of eligible students.

During the year 2020-21, due to the lockdown imposed during the COVID 19 pandemic, the poor section of the society faced severe problems regarding food and other basic requirements. In such a chaotic situation our committee and our staff came forward and supplied nearly 330 food packets (each costing Rs.550/-) having ration for 8 days for 4 persons ( 5kg. wheat, 2 kg. rice, 2 kg. pulse, salt, chili powder, turmeric powder, 1 kg edible oil) to the needy and stranded students. Till the date the amount in this fund has reached to nearly Rs. 500000/-) and the amount spent on food packets for poor Rs.181500/- .Amount spent on our needy students is nearly Rs. 3, 40,425/- of which we spent Rs. 1, 69,580/- on Admission Fees, Rs. 52000/- was given to some players to purchase personal equipment, Rs. 64,845/- as cash incentives, and Rs. 54000/- as mess charges for outstation players. Nearly 178 students are the beneficiaries of this fund in the session 2019-20.

### 5 Evidence of Success:

The Committee since its inception is successfully trying to reach the needy and deserving students. The year-wise list of the beneficiaries shows the way the committee has lent a helping hand whenever and in whatever way possible. The help enables the students to overcome their difficulties to a great extent.

### 6 Problems encountered and resources required:-

- Forming the students' welfare committee required efforts to convince all the staff members and management.
- Verification of the financial backwardness of the aspirants is a big challenge
- The strict adherence to the rules framed in the implementation of the practice.

To satisfy the needs of all the students is also a demanding task.

File Description	Document
Link for Best practices in the Institutional web site	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>

## 7.3 Institutional Distinctiveness

### 7.3.1 Portray the performance of the Institution in one area distinctive to its priority and thrust

**within 1000 words**

**Response:**

### **OUR COLLEGE : THE HUB OF NATIONAL AND INTERNATIONAL PLAYERS**

Education stands for humanism, for tolerance, for reason, for adventure of ideas and for the search for truth. It stands for the onward march of the human race towards ever higher objectives. Having a strong and undeniable faith in this statement, Smt Kesharbai Lahoti College has continued its pious and perennial pilgrimage with the keys that unlock the doors to excellence i.e. the will to win, the desire to succeed and the urge to reach our full potential. The college being an iota in the vast ocean of Higher Education has definitely been contributing its mite towards the attainment of quality and excellence. The activity which comes to the fore front while inking the institutional distinctiveness is our unique and remarkable contribution in the arena of 'Games and Sports'.

In addition to the academic excellence, the college, though not a college of physical education, has carved its own niche in the field of Games and sports not only in Amravati University but in entire Vidarbha region. Our sport is a summarization of our endeavors towards excellence. There is a dividing line between successful players and the rest of the pack. That line is called the winner's edge. This winner's edge is not because of privileged birth or high intelligence or superior education or extraordinary talent or luck. It is because of the attitude and our department of physical education is highly motivated to take efforts to change the attitude of our players. Our college has always provided a platform and proper facilities to encourage and groom the upcoming talents to perform on a big stage and our players rightly utilize the opportunity which ultimately gets reflected in their performances at International, National and Inter-varsity levels. The college provides financial aid to the players in the form of the equipments needed. Every day, after the practice session, the players are provided with rich nutritious dietary supplement free of cost.

As one goes through the annals of our department of Physical Education, one can easily point out the impact of sporting, supporting and healthy atmosphere on the performance of our players and teams which ultimately results in breaking and setting of new records in the arena of Games and Sports year after year. Naturally, when Vidarbha's leading English newspaper 'The Hitvada' entitled one of its sport articles, "S.G.B.U's Sporting success rides high on KL's strong wings" we felt elated. Compared to the other academic colleges affiliated to S.G.B. Amravati University, our performance in the field is certainly on the top with a comfortable margin. The journey towards this summit, as mentioned earlier, began with the beginning of this Institution. Immediately after its inception in 1960, one of the Hockey players of our college Mr. Manu Kotarwar represented Vidarbha team at National level in 1962. Shri.Sharad Daterao and Shri. Santasingh Bisen represented India in Wrestling. Up to year 2000, nine players of our college played at International level including Mr. Mushtaq Ahmad khan Pathan and Mr. H.B.Deshmukh in Kabaddi, Mr.Mobin Ahmad in Football, Mr.Ramdas Pachhigar in Mallkhamb represented India in Munich Olympic, Mr.Sanjay Naik in Volley-Ball and Mr. Akhtar Khan in Hockey.

With the beginning of the 21st Century, this galaxy of the sport stars has become more brilliant, providing the Nation with a large number of International players in various sports. Every year on the Occasion of Yuva Din, our college organizes felicitation ceremony for our outstanding players. In this function our students are felicitated with Track suit, Memento and Cash Incentives at the hands of inspiring

personalities in the field. A brief summary of our achievement since the year 2015-16 is as follows:-

### INTERNATIONAL PLAYERS SINCE ( 2015 up to the year 2020)

NAME	GAME	TOURNAMENT	YEAR
SHIVAM GHADGE	SWIMMING	ASIAN JR. CHAMPIONSHIP, COLOMBO, SRILANKA	2015-16
KU. RADHIKA KADU	SWIMMING	JR. ASIAN WATERPOLO CHAMPIONSHIP	2016-17
SHUKMANI BABREKAR	ARCHERY	THREE INTERNATIONAL TOUR.	SINCE 2015
Ku. PURVASHA SHENDE	ARCHERY	SEVENTEEN INT. TOURNAMENTS	SINCE 2015
AJINKYA ASNARE	BEST PHYSIQUE		2017-18
Ku. APURVA KURHEKAR	ORCHESTRA	9th ASIAN UNI. FEST. 2016	2015-16
KU. BHARTI FULMALI	CRICKET	20-20 INTERNATIONAL CRICKET SERIES AGAINST England held at GUWAHATI	2018-19
SUMEDH MOHOD	ARCHERY	JR. ASIAN CHAMPIONSHIP HELD AT BANGALADESH	2017-18
VEDANT WANKHDE	ARCHERY	JR. ASIAN CHAMPIONSHIP HELD AT BANKOK	2018-19
ANKUSH RAKTADE	CHESS	23RD GACC INTERNATIONAL I. VARSITY CHAMPIONSHIP HELD AT KWALALUMPUR, MALAYSIA	2018-19
PUJJAM BANSOD	CHESS	23RD GACC INTERNATIONAL I. VARSITY CHAMPIONSHIP HELD AT KWALALUMPUR	2018-19
SAURABH LIKHANDE	CHESS	23RD GACC INTERNATIONAL I. VARSITY CHAMPIONSHIP HELD AT KWALALUMPUR	2018-19
KU. RAKSHA JAJOO	CHESS	23RD GACC INTERNATIONAL I. VARSITY CHAMPIONSHIP HELD AT KWALALUMPUR	2018-19
KU. SHRUTI PANDE	GYMNASTIC	ASIAN ACROBATIC CHAMPIONSHIP AT TASHKENT ,UZBEKISTHAN	2018-19
KU CHAINY PANCHARIYA	CULTURAL	SOUTH ASIAN YOUTH FEST IN FOLK ORCHESTRA ,KURUKSHETRA HARYANA	2019-20
SHRIVALLABH CHIKHALKAR	TRIATHLON	ASIA CUP MODERN TRIATHLON CHAMPIONSHIP	2019-20
SARANG AMBULKAR	TRIATHLON	ASIA CUP MODERN TRIATHLON CHAMPIONSHIP	2019-20

### NATIONAL SPORTS AWARD FOR PHYSICALLY CHALLENGED

KU. KANCHANMALA PANDE	SWIMMING		2017-18
-----------------------	----------	--	---------

### SHIV CHHATRAPATI AWARD (STATES HIGHEST SPORTS AWARD)

SWAPNIL DHOPADE	CHESS	2015-1
KU. PURVASHA SHENDE	ARCHERY	2016-1
KU. DIKSHA GAIKWAD	WT. LIFTING	2017-1
SWAPNIL DHOPADE	CHESS (TWICE ) (PLAYER AND COACH)	2017-1
SHUKMANI BABREKAR	ARCHERY	2018-1

It is a matter of great pride that our students won 22 Gold,15 Silver and 21 Bronze medals since 2004 at International level .The list is long and enthusiasm endless.Every year around 100 players find a place in the list of colour holders of the University..But this doesn't mean it is enough for us because we humbly believe that "Sky is the limit and star is our Goal".This victorious march will continue forever with the bar of excellence raised higher every time.

File Description	Document
Link for appropriate web in the Institutional website	<a href="#">View Document</a>
Link for any other relevant information	<a href="#">View Document</a>



## 5. CONCLUSION

---

### **Additional Information :**

The teachers of the college are actively involved in research activities. 31 of the 36 teachers (87%) are doctoral degree holders and 23 of these are recognized research guides. Two Major and Thirty Minor Research Projects have been completed by the faculty of the college till date. In the year 2013 Principal Dr. V.L. Bhangadia was conferred the “Best Principal Award” by S.G.B. Amravati University, Amravati. Dr. M.Y. Jamil, Head of the Persian Department bagged “New Talent Award” (2015) from Maharashtra State Urdu Sahitya Akademi, Mumbai.

Thus the college has inherited a rich heritage and left an indelible mark on the educational and social life of Amravati and won applause from the general public as well as the discerning persons of the region. Sports is the strongest fort of the College. In terms of individual performances, it is astounding and in terms of overall performances it is far more than any other academic college in the arena. During its long history, it has set a benchmark of winning around ninety Colours every year. Besides it around ten players represent the country at International level, which would be extremely difficult to emulate for others in the field. Every year it produces a large number of State, National and even International players who bring laurels to the Institution as well as to the whole Nation. The highest State award, Shiv Chhatrapati Award has also been conferred upon our players for consecutive two years. Our students, on their part do not fail to scale high altitudes with humble attitude and we, on our part do not fail to give them kudos for the heights attained. Every year, on the auspicious occasion of “Yuva Din”, 12th January, the Birth Anniversary of Swami Vivekananda, we organize “Gun Gaurav Programme” to felicitate our bright and brilliant performers from across the fields thereby making them sprout new wings for the higher flights. Our outstanding players, artists, NSS and NCC cadets and academically meritorious students are duly felicitated with Track suit, Memento and Cash Incentives at the hands of legendary personalities in the field.

### **Concluding Remarks :**

The Management, the Principal and the Staff are proud to state that the college has a unique existence in Sant Gadge Baba Amravati University, Amravati. A good college is one which can inspire hope, ignite the imagination and instill a love of learning amongst the students and help them lay a foundation to lead a career path towards constructing their future. The Students Career Counselling and Placement Committee understands its responsibility very well and organizes various student centric programmes so as to bring a result oriented change in them. Keeping in view these facts, the activities such as personality development seminars, Communication Skills workshops, Interview skills, Competitive examinations, training programmes by the reputed multinational companies and successful campus placement drives are organized by Career Guidance Committee every year. Dreaming big and working hard, every year, more than fifty of our students are placed in different reputed companies like TCS, ICICI, Mahindra and Mahindra, Cogzinet, etc.

The college thus takes extra efforts to transform the latent power of the young ones into a potential source of energy and success. Our efforts are focused on unfolding the hidden potential of our students by bringing in modern and advanced ways of teaching.

The college has an excellent infrastructure to run quality academic programmes. All the departments have been provided with Internet connection. It has adopted ICT based methodologies in teaching, learning and

evaluation much before the onset of pandemic COVID 19, and post-pandemic ICT based teaching has become the new normal. Various committees, support facilities, departments through subject associations organise student enriching activities for the holistic development of the students. The academic results of the college have always been excellent and sports is the centre of attraction.

The college IQAC has been functioning as a catalyst for quality sustenance and enhancement. It has initiated various quality oriented activities such as Energy Audit, Green Audit, Soft Skill Training Programmes, etc. Keeping in mind the present scenario of the COVID-19 pandemic the IQAC of the college takes special efforts to teach the students through the Online classes and video lectures.

NAAC

## 6.ANNEXURE

### 1.Metrics Level Deviations

Metric ID	Sub Questions and Answers before and after DVV Verification																				
1.2.1	<p><b>Percentage of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented</b></p> <p>1.2.1.1. <b>Number of Programmes in which CBCS / Elective course system implemented.</b>            Answer before DVV Verification : 11            Answer after DVV Verification: 10</p> <p>Remark : the value is updated</p>																				
1.2.2	<p><b>Number of Add on /Certificate programs offered during the last five years</b></p> <p>1.2.2.1. <b>How many Add on /Certificate programs are offered within the last 5 years.</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>5</td> <td>6</td> <td>4</td> <td>4</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>5</td> <td>6</td> <td>4</td> <td>2</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	4	5	6	4	4	2020-21	2019-20	2018-19	2017-18	2016-17	4	5	6	4	2
2020-21	2019-20	2018-19	2017-18	2016-17																	
4	5	6	4	4																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
4	5	6	4	2																	
1.3.2	<p><b>Average percentage of courses that include experiential learning through project work/field work/internship during last five years</b></p> <p>1.3.2.1. <b>Number of courses that include experiential learning through project work/field work/internship year-wise during last five years</b>            Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>11</td> <td>11</td> <td>11</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>11</td> <td>10</td> <td>10</td> </tr> </tbody> </table> <p>Remark : the values are updated</p>	2020-21	2019-20	2018-19	2017-18	2016-17	11	11	11	11	11	2020-21	2019-20	2018-19	2017-18	2016-17	11	11	11	10	10
2020-21	2019-20	2018-19	2017-18	2016-17																	
11	11	11	11	11																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
11	11	11	10	10																	
2.1.1	<p><b>Average Enrolment percentage (Average of last five years)</b></p> <p>2.1.1.1. <b>Number of students admitted year-wise during last five years</b></p>																				

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3621	3071	3308	3240	3073

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1579	1649	1578	1612	1519

**2.1.1.2. Number of sanctioned seats year wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4460	4460	4460	4460	4460

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1760	1760	1760	1760	1760

Remark : Modified considering only first year students and excluding MCM program

**2.1.2 Average percentage of seats filled against reserved categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy ) during the last five years ( exclusive of supernumerary seats)**

2.1.2.1. Number of actual students admitted from the reserved categories year-wise during the last five years

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2134	2016	1992	2305	1911

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1612	1519

Remark : The values are edited.

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

2.3.3.1. Number of mentors

Answer before DVV Verification : 71

Answer after DVV Verification: 36

Remark : The value is edited.

**2.4.2 Average percentage of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. during the last five years (consider only highest degree for count)**

**2.4.2.1. Number of full time teachers with Ph. D. / D.M. / M.Ch. / D.N.B Superspeciality / D.Sc. / D.Litt. year wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
32	32	32	31	30

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
31	31	32	31	31

Remark : The values are edited.

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

**2.4.3.1. Total experience of full-time teachers**

Answer before DVV Verification : 625

Answer after DVV Verification: 569

Remark : The value is edited.

**2.6.3 Average pass percentage of Students during last five years**

**2.6.3.1. Number of final year students who passed the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1061	785	588	516	580

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1061	785	588	516	544

**2.6.3.2. Number of final year students who appeared for the university examination year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17

3.3.1 **Number of Ph.Ds registered per eligible teacher during the last five years**3.3.1.1. **How many Ph.Ds registered per eligible teacher within last five years**

Answer before DVV Verification : 43

Answer after DVV Verification: 43

3.3.1.2. **Number of teachers recognized as guides during the last five years**

Answer before DVV Verification : 23

Answer after DVV Verification: 15

3.3.2 **Number of research papers per teachers in the Journals notified on UGC website during the last five years**3.3.2.1. **Number of research papers in the Journals notified on UGC website during the last five years.**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	53	38	2

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	4	53	37	2

Remark : The values are edited.

3.4.3 **Number of extension and outreach programs conducted by the institution through NSS/NCC, Government and Government recognised bodies during the last five years**3.4.3.1. **Number of extension and outreach Programmes conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
15	32	28	18	14

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
11	28	25	13	11

Remark : The input is edited for exclusion of ineligible activities.

3.4.4 **Average percentage of students participating in extension activities at 3.4.3. above during last five years**

**3.4.4.1. Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
527	1944	1674	954	1203

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
377	1734	1544	844	1113

Remark : The input is edited for exclusion of ineligible activities.

**3.5.1 Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship per year**

**3.5.1.1. Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
4	9	11	3	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
4	6	4	4	1

**3.5.2 Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the last five years**

**3.5.2.1. Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2	1	6	2	0

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
1	1	2	1	0

Remark : The input is edited pro rata basis for non-submission of documents of MOUs.

4.1.3	<p><b>Percentage of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc. (Data for the latest completed academic year)</b></p> <p>4.1.3.1. Number of classrooms and seminar halls with ICT facilities          Answer before DVV Verification : 41          Answer after DVV Verification: 36</p> <p>Remark : The value is edited.</p>																				
4.4.1	<p><b>Average percentage of expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the last five years(INR in Lakhs)</b></p> <p>4.4.1.1. <b>Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component year-wise during the last five years (INR in lakhs)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 831 1046 965"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>15.25</td> <td>22.82</td> <td>22.28</td> <td>18.69</td> <td>19.76</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1043 1046 1178"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>16.93</td> <td>24.37</td> <td>23.67</td> <td>19.98</td> <td>20.25</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	15.25	22.82	22.28	18.69	19.76	2020-21	2019-20	2018-19	2017-18	2016-17	16.93	24.37	23.67	19.98	20.25
2020-21	2019-20	2018-19	2017-18	2016-17																	
15.25	22.82	22.28	18.69	19.76																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
16.93	24.37	23.67	19.98	20.25																	
5.1.1	<p><b>Average percentage of students benefited by scholarships and freeships provided by the Government during last five years</b></p> <p>5.1.1.1. <b>Number of students benefited by scholarships and free ships provided by the institution, Government and non-government bodies, industries, individuals, philanthropists during the last five years (other than students receiving scholarships under the government schemes for reserved categories)</b></p> <p>Answer before DVV Verification:</p> <table border="1" data-bbox="306 1536 1046 1671"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>865</td> <td>865</td> <td>699</td> <td>867</td> <td>924</td> </tr> </tbody> </table> <p>Answer After DVV Verification :</p> <table border="1" data-bbox="306 1749 1046 1883"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>865</td> <td>865</td> <td>669</td> <td>867</td> <td>924</td> </tr> </tbody> </table> <p>Remark : The values are edited.</p>	2020-21	2019-20	2018-19	2017-18	2016-17	865	865	699	867	924	2020-21	2019-20	2018-19	2017-18	2016-17	865	865	669	867	924
2020-21	2019-20	2018-19	2017-18	2016-17																	
865	865	699	867	924																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
865	865	669	867	924																	
6.3.3	<p><b>Average number of professional development /administrative training programs organized by the institution for teaching and non teaching staff during the last five years</b></p>																				



**6.3.3.1. Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	3	1	1

Answer After DVV Verification :

2020-21	2019-20	2018-19	2017-18	2016-17
3	5	3	1	1

## 2.Extended Profile Deviations

ID	Extended Questions																				
1.1	<p><b>Number of courses offered by the Institution across all programs during the last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>347</td> <td>347</td> <td>320</td> <td>270</td> <td>270</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>288</td> <td>288</td> <td>269</td> <td>226</td> <td>176</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	347	347	320	270	270	2020-21	2019-20	2018-19	2017-18	2016-17	288	288	269	226	176
2020-21	2019-20	2018-19	2017-18	2016-17																	
347	347	320	270	270																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
288	288	269	226	176																	
1.2	<p><b>Number of programs offered year-wise for last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>21</td> <td>21</td> <td>21</td> <td>18</td> <td>13</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>11</td> <td>11</td> <td>11</td> <td>11</td> <td>11</td> </tr> </tbody> </table>	2020-21	2019-20	2018-19	2017-18	2016-17	21	21	21	18	13	2020-21	2019-20	2018-19	2017-18	2016-17	11	11	11	11	11
2020-21	2019-20	2018-19	2017-18	2016-17																	
21	21	21	18	13																	
2020-21	2019-20	2018-19	2017-18	2016-17																	
11	11	11	11	11																	
2.1	<p><b>Number of students year-wise during last five years</b></p> <p>Answer before DVV Verification:</p> <table border="1"> <thead> <tr> <th>2020-21</th> <th>2019-20</th> <th>2018-19</th> <th>2017-18</th> <th>2016-17</th> </tr> </thead> <tbody> <tr> <td>3620</td> <td>2994</td> <td>3026</td> <td>3240</td> <td>3088</td> </tr> </tbody> </table> <p>Answer After DVV Verification:</p>	2020-21	2019-20	2018-19	2017-18	2016-17	3620	2994	3026	3240	3088										
2020-21	2019-20	2018-19	2017-18	2016-17																	
3620	2994	3026	3240	3088																	

2020-21	2019-20	2018-19	2017-18	2016-17
3621	3071	3308	3240	3073

2.2 **Number of seats earmarked for reserved category as per GOI/State Govt rule year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
2230	2230	2230	2320	2320

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
0	0	0	1739	1739

2.3 **Number of outgoing / final year students year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1120	875	966	895	873

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
1089	812	1051	833	817

3.1 **Number of full time teachers year-wise during the last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
37	37	38	39	41

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
36	36	38	40	42

3.2 **Number of sanctioned posts year-wise during last five years**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
45	45	45	45	45

Answer After DVV Verification:

--	--	--	--	--

2020-21	2019-20	2018-19	2017-18	2016-17
44	44	44	44	44

4.1 **Total number of classrooms and seminar halls**

Answer before DVV Verification : 41

Answer after DVV Verification : 36

4.2 **Total Expenditure excluding salary year-wise during last five years ( INR in Lakhs)**

Answer before DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
64.70	74.20	79.19	71.69	57.57

Answer After DVV Verification:

2020-21	2019-20	2018-19	2017-18	2016-17
13.51	10.45	12.53	15.54	6.34

4.3 **Number of Computers**

Answer before DVV Verification : 168

Answer after DVV Verification : 131