



YEARLY STATUS REPORT - 2023-2024

Part A

Data of the Institution

1.Name of the Institution	Sudhakar Rao Naik Arts and Umashankar Khetan Commerce College Akola
• Name of the Head of the institution	Dr. Jayant Prabhakar Bobde
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	07244063931
• Mobile No:	9422161383
• Registered e-mail	snukcollege@gmail.com
• Alternate e-mail	aaambbbm72@gmail.com
• Address	Sant Tukaram Hospital Square
• City/Town	Akola
• State/UT	Maharashtra
• Pin Code	444004
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	Grants-in aid				
• Name of the Affiliating University	Sant Gadge Baba Amravati University Amravati				
• Name of the IQAC Coordinator	Amol B. Meshram				
• Phone No.	9403282781				
• Alternate phone No.	9403282781				
• Mobile	8767281292				
• IQAC e-mail address	aaambbbm72@gmail.com				
• Alternate e-mail address	aaambbbm72@gmail.com				
3.Website address (Web link of the AQAR (Previous Academic Year)	http://naikkhetancollege.org/wp-content/uploads/2024/07/2022-2023.pdf				
4.Whether Academic Calendar prepared during the year?	Yes				
• if yes, whether it is uploaded in the Institutional website Web link:	http://naikkhetancollege.org/wp-content/uploads/2024/08/Academic-Calender-24-25.pdf				
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B	2.37	2021	23/02/2021	22/02/2026
6.Date of Establishment of IQAC		20/03/2018			
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
NIL	NIL	NIL	NIL	NIL	
8.Whether composition of IQAC as per latest NAAC guidelines		Yes			
• Upload latest notification of formation of		View File			

IQAC		
9.No. of IQAC meetings held during the year	3	
<ul style="list-style-type: none">Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes	
<ul style="list-style-type: none">If No, please upload the minutes of the meeting(s) and Action Taken Report	View File	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No	
<ul style="list-style-type: none">If yes, mention the amount		
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
1. IQAC has taken initiative to carry out admission process and prepared a guideline for the same 2. All the faculty members are advised to implement advance and slow learners scheme in this session 3. All the department are advised to form literary forum before Diwali vacation 4. Time table committee is advised to prepared Academic Calendar for this session. 5. All the department Heads are advised to organise educational tour, seminars and Competition for the students.		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		
Plan of Action	Achievements/Outcomes	
1. Formation of Admission Committee	The Admission committee was constituted and the admission process and counselling was done by the admission committee members	
2. Formation of literary forum	All the departments took initiative in the formation of Literary forum with the participation of students.	

3. Preperation of Time Table and Acadmic Calender	Time Table committee prepared Time Table and Academic Calender and the same is circulated among the Subject teachers and published on Display board.
4. Commerce Department Activities	Commerce Department organises Workshops on 1. cyber security, 2. Demant Account , 3. E-filing of ITR, 4. Banking and Financial literacy. Industrial visit to Shri. Balaji Agro Industries MIDC Akola.
5. Library Department Acitivities	Library Departments organises book Exhibition on the occassion of Independent Day, Dr. S R Ranganathan and Late Shri Sudhakar Rao Naik Jayanti, Birth Aniversary of Dr. APJ Abdul Kalam, World Book Day. Induction Program for newly admitted students.
6. Department of Physical Education and Sports Activities	Sports Day, World Yoga Day and International Olympic Day was Celebrated in college. Students of BA and BCom participated in the tournaments organised by Colleges affiliated to SGBAU Amravati.
7. Political Science Department Activities	Constitution Day, Human Rights, National Voters Day, Panchayat Raj Day, Ambedkar Jayanti were Celebratied and organised in the college for Students and Facutly members.
8. Sociology Department Activities	Skilled Based Employment Program was organised on 16/10/2023. study visit tot Bal Nyay Mandal And Bal Sudhargruh on 24/10/2023. World Human Rights program was organised on 10/12/2023

9. History Department Activities	Late Sudhakarrao Naik and Late Shri Yashvantrao Chavhan Jayanti was Celebrated. Savitribai Fule Jayanti and World Women's Day was organised on 10/03/2024
10. Marathi Department Activities	Marathi Bhasha Fortnight was celebrated on 30/01/2024. Marathi Bhasha Gaurav Din was Celebrated on 27/02/2024. World Poetry Day Was celebrated and organised on 21/03/2024. Renowned Social Worker Dr. Shankarbaba Papadkar was invited for the Book Publication of Dr. Bhaskar S. Patil, HOD Marathi.
11. English Department Activities	Weekly Lecture on Communication Skills were taken. Remedial classes for slow learners. Celebrated World Poetry Day. Workshop on English Grammar. Celebrated Birth Anniversary of William Shakespeare. Celebrated Birth Anniversary of Swami Vivekananda and Jijau Maa Saheb.
12. Economic Department Activities	Late Shri Vasnatrao Naik Memorial Day was Celebrated and organised by the department. Visit to Agro Exhibition and Vtech Expo. Discussion on Union Budget. Study Visit to The Janta Commercial Co op. Bank Akola.
13. Cultural Department Activities	Students took active participation in the Elocution Competition, Youth Festival, Avishkar 2023, Drama Competition.
13. Whether the AQAR was placed before statutory body?	No
<ul style="list-style-type: none"> Name of the statutory body 	

Name	Date of meeting(s)
Nil	Nil

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2023 2024	30/12/2024

15. Multidisciplinary / interdisciplinary

Affiliated colleges impart education limited to few disciplines, and many a times single discipline. Affiliating system leads to Postgraduate, undergraduate divide and discourages multidisciplinary. From the point of governance and quality affiliating system is not favoured by various commissions and committees. The NEP 2020 suggests the abolition of large affiliating system of higher education. NEP 2020 notes that "Moving to large multidisciplinary universities and HEI clusters is thus the highest recommendation of this policy regarding the structure of higher education. Three (types) typologies are suggested in a move to restructuring higher education. Research intensive multidisciplinary university, teaching intensive multidisciplinary university and autonomous degree granting multidisciplinary institution. NEP 2020 further notes that Model public universities for holistic and multidisciplinary education, at par with Institution of National Importance like IITs and IIMs. They will help set the high standards for multidisciplinary education across India

16. Academic bank of credits (ABC):

The University Grants Commission recently notified to strengthen the Academic Bank of Credits (ABC (Academic Bank of Credits), a mechanism for educational service to store and transfer the academic credit of a student. This scheme has been prepared under the new National Education Policy. The Academic Bank of Credits will be a national level facility in higher educational Institutions across the country to make the curriculum flexible and promote interdisciplinary or multidisciplinary academic mobility of students. It will make it possible to integrate multiple disciplines of higher education, which will lead to the desired learning outcomes in terms of creativity, innovation, level of thinking and ability to critical analysis etc. Students pursuing higher education in the country will be able to study the subject of their choice in different colleges and Universities at the same time.

17.Skill development:

The new adopted CBCS allows students to choose interdisciplinary, intra disciplinary courses, skill-oriented papers -even from other disciplines according to their learning needs, interests and aptitude. As per the guidelines of UGC, a core course is a compulsory requirement of course in specialized discipline. An elective course has two components - elective within discipline and generic electives which allows for interdisciplinary course selection by student. Elective also allows for a project work to acquire skill or knowledge in specialized area of interest. Besides, there is a third element of skill enhancement course. An undergraduate degree with honours in a discipline may be awarded if a student completes 14 core papers in that discipline, 2 Ability Enhancement Compulsory Courses (AECC), minimum 2 Skill Enhancement Courses (SEC) and 4 papers each from a list of Discipline= Specific Elective and Generic Elective papers respectively. Curriculum suggested in UGC guidelines followed by universities and colleges in India at the undergraduate level allows for inter disciplinary teaching.

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

The institution functions keeping in touch with the emerging trends in the field of higher education in India. Today after onslaught of technology inclusion in all of the human actions, and thought process, the education system came out of traditional classroom process and in India it is passing through a blended mode of teaching and learning. As the role of a teacher has become more a facilitator it has been obligatory for the institution to open account with the outer agencies of knowledge repository which helps to bring about integration of Indian knowledge system. In this regard we have taken membership of N-list in the library as well as the library has created user IDs for obtaining access to the OER to make available to the students in general. Even from this year the institution will take initiative to provide platform for studying certificate and diploma course available online which may help earning more credit to complete the degree

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

In the changed scenario of the higher education, and following the NEP-2020, the education provided through this institution is inline of taking special attempts to fulfil the decided or existing program outcomes and Course Specific outcomes specified and Highlighted by the institutional policy document. The teacher take initiatives to

train the students to acquire industry required skills so that they may help themselves to stand alone on their own and find new ways of self-employment and self-employment

20.Distance education/online education:

The primary aim of distance learning was to focus on non-traditional off-campus students, such as full-time workers, military personnel and non-residents or individuals in remote regions who are unable to attend classroom lectures. However, distance learning has become an established part of the educational world, till the onset of 21st century over world. Now after technological advancements necessitate digitization in all fields, including education. Learning trends have changed significantly with the advent of Covid-19 and the subsequent closing of schools, colleges, and universities. Learners started to look for ways and means to continue their education in a much safer and comfortable environment. And herein they are usually presented with two learning modes, online and distance. It was their interest to opt between them. However, the pandemic havoc of two years forced to opt for online mode, and they adopted this means of learning beyond their will to choose as need and necessity. The positive point is that they were though forcefully, brought to the threshold of technology, otherwise to which they may have been carried or ferried by means of commercial agencies tending to loot them at the cost of morality and humanity in India. There may be a lot of ambiguity in the terms and methodologies used as education becomes more online and digital. That is what today an each one frequently use the terms "online learning" and "distance education" interchangeably. However, we know that online education is not the same as remote learning. The online learning has now become a virtual, real physical, humanoid experience which is not equivalent to the traditional distance education for the deprived students or students having less physical access

Extended Profile

1.Programme

1.1

8

Number of courses offered by the institution across all programs during the year

File Description	Documents
Data Template	View File

2.Student

2.1 239

Number of students during the year

File Description	Documents
Data Template	View File

2.2 60

Number of seats earmarked for reserved category as per GOI/ State
Govt. rule during the year

File Description	Documents
Data Template	View File

2.3 52

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1 6

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 15

Number of Sanctioned posts during the year

Extended Profile

1.Programme

1.1	8
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2.Student

2.1	239
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	60
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	52
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	6
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	15
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	11
Total number of Classrooms and Seminar halls	
4.2	11.47951
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	20
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

The institution developed and deploys action plans for effective implementation of the curriculum in following ways. Actually the curriculum is designed by the Sant Gadge Baba Amravati University Amravati in the light of development of competency, obtain employment and promote research among the student. The institutions plans and prepare the schedule well in advance to implements this curriculum design- such as academic calendar in which teaching program and other activities are mentioned with stipulated time and schedule.

1) Sunday and other holidays are determined with the help of Sant Gadge baba Amravati university calendar and the procedure of maintaining the teaching plan and evaluation plan in form of blue print is carried out.

2) In academic calendar the college suggest the fix date of teaching plan, games and sports, cultural activities, excursion

tours and some other activities like work-shops, seminars, guest lectures and meetings etc.

3) The teachers with the help of this academic calendar maintain the yearly plan of teaching. They divide the units into subunits and fix the periods for each sub units, month wise and date wise. If needed, the faculties arrange extra classes to complete the courses within given teaching period.

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

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

Academic Calendar:

During the very beginning of each session the college committee took effort for preparing and planning of Academic Calendar.

Teaching Plan:

After completion and submission of academic calendar to the faculty members of both the faculties, viz. Arts and Commerce which are given to the concerning faculty members who prepare their teaching plan to maintain their academic diaries of the whole session.

Time Table:

Following the norms and guidelines of the parent university regarding workload of each subject and the faculty, the time table of teaching is prepared specially by the college Time Table Committee. This newly prepared time table of each year is meant to be displayed on the college notice board as well as maintained by each of the faculty members for their daily teaching.

Daily Diary:

Each of the faculties from the streams Arts and Commerce maintain their daily diary in the line of their monthly and yearly teaching plan.

Evaluation Procedure:

The college conducts Unit Test, assignments and Term Examination to assess the performance of the students. However apart from this college internal assessment and examination, the parent University Sant Gadge Baba Amravati University conducts semester examinations leading to the award of degree.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	http://naikkhetancollege.org/wp-content/uploads/2023/08/Academic-Calendar-23-24.pdf

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

D. Any 1 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	View File

1.2 - Academic Flexibility

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

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

8

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

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

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

0

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

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

0

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

00

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

1.3 - Curriculum Enrichment

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

Gender :

1. Our college has various committees to deal with these issues like Anti-sexual harassment, women empowerment and human rights.
2. The seating arrangement of the girls and boys in the classes and labs is also not separate for girls and boys

Climate Change and Environment Education:

1. The college offers environmental education subject for all the students of Arts and Commerce Faculty.
2. The college organised various seminars and workshops for the prevention of plastic pollution and waste management. The teachers delivered lecture and talks with students of other college and schools on topics related to climate change and environment issues. The college also organised solar energy popularization program.
3. Seven days annual NSS CAMP also organised at college level for NSS volunteers. Activities like village sanitization, road constructions, cleaning of drains and constructions of a soak pit, sludge removal from the village ponds and health check-up camp for the villagers was undertaken.

Human Rights:

1. U.G. students of political science subject have to study HUMAN Rights in their curriculum..

Human Values:

Human values are studied in the Marathi literature and in English and Marathi compulsory subject of the Arts and Commerce Faculty.

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

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

00

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

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

00

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders
Students
Teachers
Employers
Alumni

B. Any 3 of the above

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

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

C. Feedback collected and analyzed

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

120

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

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

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

239

File Description	Documents
Any additional information	No File Uploaded
Number of seats filled against seats reserved (Data Template)	View File

2.2 - Catering to Student Diversity

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

ADVANCED & SLOW LEARNERS.

1. Special attention is given to the students in the tutorial classes, who are identified as the weaker students. Doubts and personal difficulties regarding the subject are solved in the tutorial classes.

2. At the onset of the session fundamentals are taught for the better understanding of the subject. Concepts which could not be grasped easily are repeated in consequent classes. Sometimes the students are encouraged to do board work before the class so that there level of comprehension could be increased and teachers could rectify there problems.

3. Extra classes are conducted for the full coverage of the syllabus where the involvement of the students is ensured which results in the interactive teaching learning process.

4. Slow learners are specially advised and counseled from psychological point of view by the respective subject teacher/HOD.

5. Remedial classes are conducted for the weaker students based on the results of class tests.

For example: Communicative English, extra lectures to help them cope with the need of current academics.

File Description	Documents
Link for additional Information	Nil
Upload any additional information	View File

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

Number of Students	Number of Teachers
239	6

File Description	Documents
Any additional information	View File

2.3 - Teaching- Learning Process

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

After ICT revolution and the changes in pedagogy with the passage of time, the role of teacher turned into a facilitator. Students became the center of teaching learning process. From this point of view the college provides a lot of support making the learning student centric.

These support services are as follows:

1.The college provide well equipped library facilities such as books, magazines and Wi Fi facilities as well as reading arrangements for library users.

2.All the teachers conduct activities such as group discussion, seminars, field work and guest lectures etc. are arranged to bring about participative learning students are provided with opportunities of conducting the programs as well as monitoring the class activities.

3.All the teachers use interactive methods, question-answer method, use projectors as audio- visuals i. e. teaching aids, to make their presentations more effective.

4.The study tours are organized by the institution to bring about experiential learning by provide practical experiences.

5. The college cultural committee conducts various co-curricular and extracurricular activities for the students such as organising debate, elocution competitions.

The college adopt participatory method of teaching and learning by providing adequate representations to the students by forming study boards/ forum in respective subjects

File Description	Documents
Upload any additional information	View File
Link for additional information	Nil

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

Teachers of Arts and Commerce Faculty use ICT tools in Teaching and Learning.

Five teachers of our college uses ICT tools for Teaching.

LCD projector, Smart Phone and Laptop were used for the presentation.

Teachers had prepared Ppt on the specific topic to make it understand students easily.

File Description	Documents
Upload any additional information	View File
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

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

2.3.3.1 - Number of mentors

6

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	View File
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

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

6

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	View File

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

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

4

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

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

2.4.3.1 - Total experience of full-time teachers

6

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

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

The college has its own internal mechanism to handle exam and other academics related grievances. It is an academic body on display. The students are provided with the corrected answer-scripts by the relevant faculty members. The doubt and enquiries of the students regarding the pattern of optimal answers are clarified by the examiners. With the commencement of the new session Class-Tests are scheduled to be held for the students. The schedule of Class-Tests continues till the end of the session in the next February. The students are provided with the corrected answer-scripts of the Class-Tests so that they can be aware of their mistakes. If the students express their difficulties in understanding the questions which were set in the Test, the questions are discussed in the lecture-hour by the faculty member. If there is any tabulation related error in the assessment corrections are duly made by the examiner and the corrected marks is officially posted against the Name of the concerned student. However since the responsibility of publication of Final results lies solely with the Sant Gadge Baba Amravati University, delay in the publication of the year results if any is something which the college has no way to rectify

File Description	Documents
Any additional information	View File
Link for additional information	Nil

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

The students are provided with the corrected answer-scripts by the relevant faculty members. The doubt and enquiries of the students regarding the pattern of optimal answers are clarified by the examiners. If there is any tabulation related error in the assessment, corrections are duly made by the examiner and the corrected marks is officially posted against the name of the concerned student. The Parent- Teacher Meeting is a regular phenomenon for the First Year and the Second Year students. Such meetings are held after the publication of results of the Mid-Term Tests. If there is a marked discrepancy between class-performance

and performance in examination of a student, the teachers consider it to be their responsibility to identify the cause behind such discrepancy. If the reason for such discrepancy is purely academic, the teachers try whole-heartedly to provide the students with a broader understanding of the subject of their study, however the cause may be extra- academic too. In case the student suffers

from psychological instability or examination-phobia, the faculty members try to deal with the suffering students and their parents sympathetically.

File Description	Documents
Any additional information	View File
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

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

To evaluate program specific outcomes and course specific outcomes are, the methods that our college follow relates to assessing the teaching learning based on a feedback system, in which the final year students of the college are provided with feedback forms to be duly filled up by them providing inputs on teaching-learning drawbacks, limitations, constraints and also merits of the department, its faculty members etc. Teacher-Guardian meeting organised through Alumni Association during and after the Term End Tests, unit tests Examinations and Selection Test Examinations as well as whenever else required is another system through which the institution keeps a track record of program outcome achievement. Publication of Merit list, Criteria for letting students move to the next ladder, percentage of attendance maintained and Result meet organized by Academic Sub-Committee of the college before publication of merit list etc. are regular practice of our institution through which attainment of program outcomes are measured and checked. The weak and bright students are identified and accordingly outcome attainment target is set by introducing improvement measures.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://naikkhetancollege.org/wp-content/uploads/2023/08/LEARNING-OUTCOMES.pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

The level of attainment of Program Outcomes, Program Specific Outcomes and Course Outcomes are measured using various indicators throughout the semester of the academic year.

The faculty records the performance of each student with the help of the specified course outcomes through a continuous evaluation process. The faculty provides home assignments to students, conducts internal tests, viva voce, surprise tests, quiz, orthography workshop, projects etc. in order to assess the Program Outcomes and Program Specific outcomes attained by each student.

File Description	Documents
Upload any additional information	View File
Paste link for Additional information	http://naikkhetancollege.org/wp-content/uploads/2023/08/LEARNING-OUTCOMES.pdf

2.6.3 - Pass percentage of Students during the year

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

19

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

2.7 - Student Satisfaction Survey

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

<http://naikkhetancollege.org>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

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

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

6

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

3.2 - Research Publications and Awards

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

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

9

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

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

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

9

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

3.3 - Extension Activities

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

The institution has organized extension and outreach programs conducted by the institution through NSS in the line of the National programmes such as Swachh Bharat, AIDS awareness, and social problems related to Gender issues in collaboration with the local industry, rural community and NGOs working in this region during the session 2023-24.

The prominent extension activities are as follows.

- 1) Distribution of Diwali Sweets to the Distributed in public places of Akola city.
- 2) Visit to MH Government Bal Sudhar Gruh and distributed sweets and stationary.
- 3) Cleanliness of Plastic waste material nearby College Area.
- 4) Visit to MH State Government Bal Sudhar Gruh
- 5) Felicitation of "Sarp Mitra" on the occasion of Wilf Life Week.
- 6) Cleanliness Campaign organised on the occasion of Sant Gadge Baba Memorial Day.
- 7) Construction of Embankment at Gram Yeota, Dist: Akola
- 8) Water Hanging Clay Pots distributed on the occasion of World Sparrow Day nearby Resident of college area.

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

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

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

0

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

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

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

8

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

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

3.3.4.1 - Total number of Students participating in extension activities conducted in

collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

212

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

3.4 - Collaboration

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

8

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

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

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

1

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

Teaching-Learning equipments in classroom:

The institution has one (01) fully functional class rooms. The mode of teaching is both conventional and digital method.

Digital class rooms and ICT enabled class rooms:

All the classrooms are well connected with wifi facility. One classroom is equipped with portable projector and automatic motorised screen.

Our auditorium which can accommodate more than 200 students has a set-up of portable projector facility with speakers and cordless microphone and laptop.

Electrical points are fixed as per the requirements.

Library facilities:

The central library has been renovated and automated. Partial automation is done in the library with server PC and SOUL 3.0 latest library software installed. The library has varied collections from academic books to reference books to competitive books. Academic journals are subscribed in the library. Local and state level newspaper is subscribed in the library for the latest news around the world. NDLI facility is available for students and faculty members. One computer with internet facility is available for students in the library.

Computing equipments and internet facilities:

All the departments are connected with wifi internet. The administration's office tables have PC, printers-scanner with internet connectivity.

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

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

College has a setup for sports, games (indoor, outdoor and yoga) inside the campus and outdoor sports are regularly done in nearby play grounds. Students participate in inter collegiate tournaments throughout the year as per the university program and college sports timetable under the supervision of Director of Physical Education and Sport.

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

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

0

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

4.2 - Library as a Learning Resource

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

Library has 2 computers, the first is for SOUL software server and the other one is for students and faculty member with internet facility.

The configuration of the server PC is Intel core i3 processor with 8 gb RAM, 1TB of HDD, Windows 10 - 64 bit OS is upgraded in the server pc. Along with SOUL software Ms Office is also installed in the pc, Window Security antivirus software is inbuilt & preinstalled to safeguard the server pc.

The other PC is with dual core processor having 2 gb ram and 250 gb of hard disk. Window 7 OS is installed in it.

LAN is done in the library for Issue-Return and OPAC Services.

Data Entry of books in collection is done and is up-to-date in SOUL 3.0 Software.

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

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

E. None of the above

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

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

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

0.31012

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

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

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

32

File Description	Documents
Any additional information	View File
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

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

>> IT facilities available in our college can be summarized as follows,

- CCTV Cameras are fitted on all the floors of the college building, 100 mbps of Optical Fiber internet is shared across the campus thorough Wi-Fi and LAN connectivity.

>> External HDD and pen drives are used for the data backup.

- 17 desktop computers are available in the computer laboratory with dual core processor, 2 to 4 gb of ram and 250 gb to 500 gb of HDD. Window 10 OS is installed in the computers. One Samsung laser printer is available for the students and the teachers in the computer laboratory. All the PC are protected with antivirus software.
- 3 inkjet all-in-one colour printers are available in the college. Canon Xerox machine is available in the college for administrative purpose and examination purpose.

>> Update and Up-gradation:

- Updates are carried out regularly through windows update facilities available online through cloud and anti-viruses are installed and updated. Computer and printer are maintenance by the technical person appointed by the college on regular basis. Hardware and software are updated as an when required.

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

4.3.2 - Number of Computers

20

File Description	Documents
Upload any additional information	View File
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	View File
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

11.47951

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

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

College Building Infrastructure:

1. Generally as far as practicable for an aided institutions, a constant effort is mad to provide dedicated and secure space for equipment's and tools. There is college building committee to look

after the maintenance, repair and constructional work related to the college building. Construction, repairs and maintenance of the main building and physical infrastructure like water, power supply and electrical fittings, telephone line. All work is carried out by expert and technical person.

Computer and IT infrastructure:

Maintenance and up gradation of computers is looked by computer maintenance committee from time to time.

Furniture related items:

There is committee to look after the maintenance and repairs work of furniture and fixtures and other physical items. They bring into the notice of the authority the needs of repair work to be carried out. After the inspection by the authority the work order is passed on.

Library Department:

Furniture for library are purchased as per need and demand. Cleaning of library is done on regular basis. Electrical fixture and Ceiling fans are check and repaired as required.

Sport Complex:

Special Sport Complex is not available in college premises. Sport equipment's are purchased from the local vender as required.

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

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

57

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File

5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year

5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year

0

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

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

C. 2 of the above

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

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

0

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

70

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

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

C. Any 2 of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	View File
Details of student grievances including sexual harassment and ragging cases	View File

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	No File Uploaded

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

5.2.2.1 - Number of outgoing student progression to higher education

1

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State

government examinations) during the year

0

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

5.3 - Student Participation and Activities

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

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

2

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

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

Students are engaged in various activities and there representation are also considered by the institution. Students are participated in various competitions organised by the institute and other institutes. Our college students gets good opportunities in Cultural programs and Sports activities organised by the parent University and College affiliated to SGBAU Amravati.

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

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

64

File Description	Documents
Report of the event	View File
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

Alumni Association is NOT registered till date. The proposal is under consideration and the draft is in pipeline.

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

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

E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The college is run under the management of Shamki Mata Shikshan Prasarak Mandal, Umri (BK) The main focus of the governance is to ensure the transparency, democracy and inclusiveness. The institution has taken due care to give representation to all the sections of the society in the Governing Body and the College Development Council. Teachers, students and nonteaching staff members are also adequately represented on both these bodies as per UGC norms and the Maharashtra Public Universities Act, 2016. The Governing Body is always taking efforts for providing quality education to all the sections of the society to empower them. The President, Principal, Teachers, Non-teaching staff and students get representations in the key decision-making bodies of the institution like Governing Body and College Development Council through free and fair elections held every five years. Regarding the vision and mission of the institute has a perspective plans which include -Improving the infrastructure of the institution to cater the increasing number of students and staffs. To create sources of funding for research and collaboration. Organizing Skill based Program to enhance the student self-employment ratio. Promoting students interaction with the alumni to get first-hand knowledge of different fields as well as career opportunities.

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

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

The college ensures reflection of decentralization and participative management through academic as under: The

organization structure with the President, Executive members, the Principal, Heads of Department, Teaching and non -teaching Faculty, Alumni, Parents, Students and representative from the field of Education, Community, Researcher and Academic experts are given scope and some take direct part in taking the decision for the academic and the infrastructural development of college i.e. Executive Council, CDC, IQAC, College Construction Committee, College Staff Council and Student Council. Following mechanism is followed for the decentralized and participative administration. College Development Committee: According to the Maharashtra Public Universities Act 2016, the Local Managing Committee has been replaced by CDC. Members from the executive committee, expert from the field of education, research, society, industries, teaching, non-teaching staff and students are represented on this Committee. CDC prepares an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth.

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

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The strategic plan for whole academics is prepared well in advance. While preparing this plan, the college has taken into consideration its growing needs, the feedback and suggestions which are received from the IQAC, the Students, Faculty, Staff, Alumni, Employers and the Management. This plan included development of Academic and Sports Infrastructure, New Academic programme, Green Initiatives and Campus Beautification, Development of ICT, Library Facilities, Upgrading Research Facilities. The new Initiatives for Extension and Outreach 2023-24 consisted as under: Due to the introduction of the new Subjects and courses in the college, the students got an opportunity to complete their higher education at home town instead of going to the district places. Planning for Introduction of new subjects and courses at Under-Graduate level. The College is situated in the midst of middle class area. Local students are getting an opportunity of higher education at Under Graduate Level. The stakeholder of the College constantly kept eye on the introduction of NEP 2020 in our parent university. To develop awareness among

the students and faculties our college management organised expert lecture on NEP 2020 and subject teachers were motivated to participate in the workshop organised by our parent university at University Campus.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	View File

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

As per Maharashtra Public Universities Act 2016, the college has constituted one dynamic CDC (College Development Committee) to prepare an overall comprehensive development plan of the college. It takes major decisions of the academics, administrative set up and infrastructural development.

The IQAC ensures functioning of mechanism in the line of directions of the respective authority. The Principal is the executive head of the institution. He is authority to take day to day decisions regarding academic, administrative and financial matters in accordance with the policy matters.

The Internal Quality Assurance Cell: IQAC plans & implements policy for development of quality parameters for the various academic and administrative activities.

Library: The Librarian is the Head of Library and Information Centre. The Library Advisory Committee discusses the issues regarding the function of the Library and Information Centre.

Academic Committees: The various committees are constituted for smooth administration. The convener of each committee develops plan and work of the respective committee.

Grievance Redressal Mechanism: There is a Grievance Redressal Committees for students and staff. The College has set up a complaint box for faculties, staff and students. The Grievance Redressal Committee discusses the complaints and takes decision accordingly.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	View File

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

A. All of the above

File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	View File
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File

6.3 - Faculty Empowerment Strategies

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

For teaching and non-teaching staff, the institution abide by the rules and regulations of all welfare schemes and financial support facilities provided by the center and state government

statutory provisions such as arrangement and proper upgradations of GPF accounts of all the employees. Besides, in case of medical conditions the employees are assisted in matters of getting sanctions of medical reimbursement bills from the government office. The other related benefits in form of leaves and vacations are given as per Maharashtra State Government and SGBAU Amravati norms.

1. Leave: CL, EL, Medical and DL
2. GPF: as per Maharashtra State Rules.
3. GIS: Group Insurance Scheme for all the employees.
4. Institutional Financial support: College has its own

Employee Co-op Credit Society.

5. NPS: as per Maharashtra State Rules.
6. Promotions and CAS Placements: As per Maharashtra State and SGBAU Amravati Rules and Regulations.
7. In-Service Promotion: As per Maharashtra State Government Rules for promotion to non-teaching staff is given on approval of Joint Director, Higher Education Office.
8. LTC: Leave Travel Concession is given to the staff as per the instruction received from the Joint Director, Higher Education Office.

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

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

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

0

File Description	Documents
Upload any additional information	View File
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

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

50

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	View File
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

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

1

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

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

The institution rely on the regular periodic appraisal of employee performance following the University rules and regulations. At present the Sant Gadge Baba Amravati University, Amravati the affiliating university of our college has initiated and provided a

format in the name of PBAS (Performance Based Academic System) of API.

Confidential-CR:

The confidential records of the employee's is kept and prepared by the Head of the institute under the authority and power empowered by the rules and regulations of Govt. of Maharashtra and Govt. of India. Being confidential it is not open to all and sundry.

About the API:

The system as stated is laid down by the parent university by providing standard PBAS through the ordinance dated July 2019. All the teaching staff prepared their API get their API score certified, assessed and scrutinized by IQAC and Head of the college.

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

6.4 - Financial Management and Resource Mobilization

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

Both the External and internal audit is conducted by the authorized Chartered Accountant, appointed by the management at the end of financial year. The audited reports submitted to the Joint Directors' Office by the end of the month of June every year. Last five years external assessment is done by the competent government authority (Government Auditor). The General Audit is also conducted by Government Auditor of the State, Amravati Division in intervals of one or more financial year. The financial irregularities pointed out by the Govt. auditor are settled as per financial provisions. The details of internal and external financial audits of our institution are conducted every financial year end.

The college audit of the financial year 2023-2024 was carried out

after the month of March 2024 through authorized auditor (C.A.).

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

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

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

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

1. Educational Fees: Educational / Tuition fees are charged as per the University and State government norms from students for various grant-in-aid and self-finance courses.

2. Salary Grant: The College received salary grant from the State Government. For this, we used to prepare and send an annual budget of the estimated salary grant required to the state government. Salary grants of teaching & non-teaching staff and CHB teachers are paid as received from the Joint Director, Higher Education office, Amravati Division.

3. UGC Grants: Our College do not comes under 2f and 12b of UGC Act and our Institute is not Permanent Affiliated to Sant Gadge Baba Amravati University, Amravati. So we do not receive any grants from the UGC for the development and maintenance of Infrastructure, up-gradation of the Learning Resources and Minor / Major Research Projects.

4. Funds from NGOs: We do not receive funds from Non- Government Bodies, Individuals and Philanthropists for Academic and Infrastructural Development.

5. Resource mobilization policy and procedures are as follows: Annual budget and audited statements are approved by College Development Committee in every academic year. As per the budget, amount is allotted to the academic expenditure and infrastructural development.

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

6.5 - Internal Quality Assurance System

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

Academic Audit through IQAC:

IQAC conducted academic audit. At the outset of session as per the guidelines of IQAC, Academic Audit Committee collected academic plans from all the Departments and Support Service Unit like NSS, Sports and Library which included research publication, extension activities, collaborations, innovative and best practices, assignments, ICT based activities, student's competitions, seminar presentations and workshops. IQAC discussed and gave suggestions for academic improvement. IQAC placed their academic audit report in the College Development Committee for discussion, suggestion and approval. It has been observed that due to the initiative of IQAC, all the departments and committees have been constantly improving their curricular, co-curricular and extra co-curricular performances.

Implementation of Green Practices in the Campus:

To make the college environment eco-friendly many green practices are undertaken through IQAC of the college such as Tree Plantation, Plastic Eradication, Clean and Beautiful Campus, use of Energy efficient fixtures and E-Waste Management. IQAC constantly took the feedback of the proper result oriented implementation of these activities through academic years. Because of these practices, eco-friendly and pollution free college campus

and social awareness about renewable energy and e-waste management is developed among the students, faculty members and non-teachers.

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

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

1. The IQAC conducted meetings with the faculties, Head of the departments, Incharge of Internal Examination Committee throughout the academic year.

2. It encouraged the faculty coordination.

3. Committee conducted an academic plan and reviewed it time to time such as completion of curriculum, supervision of regular classes, attendance of the students, unit tests, assignments,

Seminars, group discussion, quiz, education tours and other activities. Important issues are discussed in the meetings with IQAC.

4. Insisted on new teaching methods and ICT use.

5. Through this system of review, the IQAC observed the continuous development of teaching-learning process.

6. IQAC interacts over new teaching methods and ICT use to sensitize use of ICT in teaching -learning process.

7. IQAC prepared the plan for purchasing advanced ICT tools, broadband internet, Wi-Fi facility.

8. IQAC organised meetings 3 times in an academic year. The last meeting is the feedback meeting and the action taken by the various departments.

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

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

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	Nil
Upload e-copies of the accreditations and certifications	View File
Upload any additional information	No File Uploaded
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Sudhakar Rao Naik Arts & Umashankar Khetan Commerce College, Akola is a co-education higher education institution. The college ensures the girls and boys are given equal opportunity, treatment and scope to act during each of the college academic activity. They are sensitized towards gender issue through many academic initiatives regarding taking part in varied competition and cultural programs. Boys and Girls students actively participated in the NSS Residential Camp Organised by the NSS Department of our college from 20/03/2024 to 27/02/2024. It is observed that there should not be any violation of gender equity code and conventions that has been maintained by the institution as a whole. Teacher's

and student rapport is promoted in the direction of personal counselling. Apart from this there is academic body entitled "Sexual Harassment Committee" to safeguard women's right to equality. Following are the members in the "Sexual Harassment Committee" and "Grievance Redressal Cell" Dr. Jayant Bobde Principal, Dr. Sangeeta Tihile, Mrs. Radha B. Murumkar, Mr. Amol B. Meshram, Ku. Prerna P. Dahane, Dr. Nitin W. Deulkar. Boys and Girls are given equal opportunity in all the constituted committees in the college. Complaint Box is installed in the college for dropping any Grievance.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

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

D. Any 1 of the above

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

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

Solid waste management: For the solid waste management of the college, we have plastic cans in this campus and transfer to the vehicles of local Municipal Corporation to dispose as it is almost in-house campus.

Liquid waste management: The liquid waste of the college consists

waste water and other wastes from the college washrooms for which the arrangement lead to the utilization of the soak-pits available.

Biomedical waste management: The College being Arts and Commerce, there is NO biomedical waste as such.

E-waste management: Now in the age of digital era, from the environment friendly point of view, it is very important to have special care for e-waste management in each of the establishment. Accordingly, the college has necessitated a small cubical room to store and dispose the all the e-wastes including computer-defunct, accessories, cables and wires. After some span of time it is reused after small repair, when required and the very useless remains have been disposed off with proper care and precautions consulting the technician.

Waste recycling system: There is no special recycling mechanism in our college.

Hazardous chemicals and radioactive waste management: No such chemical is used in the college.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	View File

7.1.5 - Green campus initiatives include

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

- 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

B. Any 3 of the above

File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	View File

7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

D. Any 1 of the above

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

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

C. Any 2 of the above

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

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	View File

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities entails the college's regularly organizing the programs on the occasion of festivals of National importance, such as celebration of Independence day, and Republic day with involvement of all the students, faculties and staff. As well as the cultural festivals are also observed and celebrated. For example on the occasion of Diwali festival, we all staff in addition to the few select students of the college distribute sweets and snacks to the needy peoples resides at public places like stations area and bus stand and temples. Similarly, in the college campus the birth and death anniversaries of the great Indian National Leaders and Sants like Mahatma Gandhi, Dr. B.R. Ambedkar, Dr. Sarvapalli Radhakrishnan, Late Shri Vansantrao Naik, Late Shri Sudhakarraoji Naik, Dr. S. R. Ranganathan, Vir Sawarkar, Shahid Bhagat Singh, Lokmanya Tilak, Swami Vivekananda, Chhatrapati Shivaji Maharaj, Rajarshi Shahu Maharaj, William Shakespeare, Sant Gadge Maharaj, Sant Tukadoji Maharaj, Sant Sewalal Maharaj, are celebrated with participation

of all the students and staff by organizing event of guidance, motivation and books exhibition.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	View File

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The college regularly organize the programs on the occasion of festivals of National importance, such as celebration of Independence Day and Republic day with involvement of all the students, faculties and staff.

Political Department of our college organised program to celebrate Constitutional Day, Organise program on various topics, Human Rights Day and National Voters Day are celebrated by our college.

Participation of students in 10 days NSS Residential Camp.

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

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

C. Any 2 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	View File

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

National festivals and events: The College regularly organize the programs on the occasion of festivals of National importance, such as celebration of Independence Day, and Republic day with involvement of all the students, faculties and staff. As well as the cultural festivals are also observed and celebrated. For example: National Independence Day National Republic Day, 1 May - Maharashtra Day, Yoga Day, Environmental Day June 05, Harit Kranti Diwas: Jayanti Utsav of Late Vasant Rao Naik, Late Sudhakar Rao Naik, Dr. Babasaheb Ambedkar Jayanti Utsav, World Women's Day, World Human Rights Day, Constitutional Day, Dr. APJ Abdul Kalam Birth Anniversary, World Books Day, National Voters Day, Swami Vivekananda Jayanti as Youth Day.

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	View File
Any other relevant information	View File

7.2 - Best Practices

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

Best Practice:

Title of the practice:

1. Books Exhibition on Dr. S. R. Ranganathan Jayant and Dr. APJ Abdul Kalam Jayanti for Students and Staffs.
2. Cleanliness and awareness Programs organised by NSS Department every year.
3. Sweets and Snacks distributed to the needed and homeless peoples nearby Railway Station and Temples in Akola City on the occasion of Diwali festival every year.
4. Clay Pots distributed to the resident nearby our college on the World Sparrow Day.
5. Felicitation of Snake & Bird Mitra of Akola city and Akola District every year with collaboration with the NGO at our College every year.

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

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

Colleges has its distinctiveness in the area of operationalization of academic practice and policy of imparting higher education which does not limit the work of awarding degree with high grades but aims at molding the personalities into a worthy, socially aware citizen. To realize its aim the college implement the University designed curriculum in accordance with its own policy, mission of higher education. The faculty assist the student to secure good grade in University Exam by providing personal attention to the progress of students. They conduct regular theory classes, internal assessment, Educational Trips, field visit and provide update notes of the syllabus. At the same time students who are special in any other field are identified and their diversity interest is promoted with help utilizing the available resources in the college. Thus student centric approach is the forte of this college. Second, the college being located in the heart of the city is also one of its strongest points. It caters to the need of higher education at nearest with sincerity. Safeguard of the students is the core issue in the urban. This is supposed to the best option for the vulnerable section of the society

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

Implementation of NEP 2020 and organised workshop to make the students and teachers aware regarding NEP 2020. To start PG Classes in both the stream. Focused on the student admission in B.A. and B.Com. To organize motivational Lectures for the students. To organize seminars, essay competition, books exhibitions and workshops. To make college eco-friendly by more plantations and Solar Panel installation.