



Yearly Status Report - 2019-2020

Part A

Data of the Institution

1. Name of the Institution	SHRAMJIVI SHIKSHAN PRASARAK MANDAL'S ADARSH MAHAVIDYALAYA, OMERGA, DIST. OSMANABAD
Name of the head of the Institution	Dr. GARUD D. P.
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	02475252401
Mobile no.	9423072828
Registered Email	sspmo01@rediffmail.com
Alternate Email	malisiromerga@gmail.com
Address	Old Mumbai Hyderabad National Highway No. 9, Infront of MSEB sub-center, OMERGA, DIST. OSMANABAD, MAHARASHTRA
City/Town	OMERGA
State/UT	Maharashtra

IQAC		
ICT based teaching learning innovative methods	19-Sep-2019 04	40
View File		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
No Files Uploaded !!!				

9. Whether composition of IQAC as per latest NAAC guidelines:	Yes
Upload latest notification of formation of IQAC	View File
10. Number of IQAC meetings held during the year :	3
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	Yes
Upload the minutes of meeting and action taken report	View File
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	No

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

- IQAC has taken initiatives to strengthen the Centre for Teaching, Learning and Evaluation by conducting various activities and thereby played a significant role in enhancing the quality of education in the college.
- IQAC has given important contribution to analyses teaching - learning feedback from teachers, students and parents.
- Decisions for improving the academic process, the infrastructure, library facilities, and laboratory up gradations were recommended to Local Managing Committee for the proper implementation.
- IQAC implemented the process of maintaining teaching plan (lecture plans) by each teacher, weekly worksheets and teacher's diary to continuously monitor and improve teaching learning process.
- Encouragement for staff to participate in National / International - conferences/ seminars etc.

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
SEE ATTACHED FILE	SEE ATTACHED FILE
View File	

14. Whether AQAR was placed before statutory body ?

Yes

Name of Statutory Body	Meeting Date
MANAGEMENT MEMBERS OF SHRAMJIVI SHIKSHAN PRASARAK MANDAL	10-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?

No

16. Whether institutional data submitted to AISHE:

Yes

Year of Submission

2020

Date of Submission

25-Jan-2020

17. Does the Institution have Management Information System ?

Yes

If yes, give a brief descripton and a list of modules currently operational (maximum 500 words)

Management Information System is specially designed to monitor the performance of education programs offered by the institute and to manage the distribution and allocation of educational resources. 1. MIS stores crucial student data such as personal data, exam records and library details. Additionally, it keeps track of the daytoday progress of students which is eventually used to analyze and monitor the improvements or retrogression in students overtime. 2. we maintain students biodata, subjects taken, result in university examination with MIS system of college by using computers and offline and with MIS system of university by using PRN number of student. 3. MIS helps track faculty data such as attendance, record of test marks, seminars conducted and performance. But, more importantly, an MIS reduces the workload on teachers by

providing quick access to data on any student or a group of students which can be drilled down, filtered, and arranged accordingly within a few clicks. 4. MIS keeps record of teachers by maintaining attendance register and biometry, Daily teaching diary, Feed back by students, Annual work report etc. 5. MIS maintains financial record of college such as fees collected, salary of staff, expenditure on different work etc by using computers and softwares. 6. MIS provides information regarding courses, dates of exam, activities conducted etc on our website. 7. MIS keeps record in the form of photos and recordings and shows activities conducted by college on YOUTUBE channel. GAV MAZA

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our institute is currently having the following mechanisms for effective delivery of curriculum 1. At the beginning of an academic session, departmental meetings are held in every department in which the topics in the syllabus are distributed to the teachers after discussion with them. 2. Number of classes for each topic is decided according to the syllabus. 3. College administration provides a well constructed weekly Routine/Schedule/ time table for each year /semester for both UG and PG classes. 4. Departmental Heads prepare the routine which is approved by the Principal duly. 5. Teachers prepare their lectures according to the syllabus allotted and classes available. 6. Classes are conducted according to the schedule under the supervision of college administration. 7. We have a very rich central library with open access system and many departments have their rich Departmental libraries too for the benefit of the students. A good number of Journals (Science, arts and commerce) are subscribed by our college. Infilbnet (e-books and e-journals) facility is available for teachers and also for the students. Students can have the access of e-learning through online Web and Video courses for various streams. Notes, books, old question papers are provided to students in class room as well as through Xerox, on pen drives, mobiles, mails, QR codes etc. 8. Various classroom teaching methods based on various needs of different subjects are regularly used for the effective delivery of the curriculum such as Chalk and Blackboard method, ICT-enabled teaching-learning method, Use of different soft wares, Use of Scientific models and charts for effective lecture delivery, Group discussion amongst the students during the class, Microteaching and seminars by students related to curriculum, Paper presentation by the students, Proper and adequate instrumentation facility is given to the students for their practical classes, Need based survey programmes, field works and educational excursions are carried by the departments, Project work, dissertations are conducted for fulfillment of their degrees, Seminars and special talks by experts are also arranged regularly for advance studies. 9. Regular class test, Mid-term examinations, mid semester examinations, regular assessment in

practical classes, viva-voce, are done to keep track on the improvement of the students. Remedial and tutorial classes are also conducted based on requirement. Departments maintain the detailed record of the classes, assessments, project reports etc. College administration also keeps a vigilant eye on the results, departmental proceedings and student needs and also keeps record of the different activities of the college regarding teaching learning, development and improvements of different methods of effective curriculum delivery.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Food Fermentation Techniques	Vermicomposting	01/09/2019	30	Employability	Yes

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nil	No new programmes are introduced	Nil
No file uploaded.		

1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nil	No new Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented	Nil

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

	Certificate	Diploma Course
Number of Students	30	30

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Online Certificate course in communication skills aptitude development	01/10/2019	35
No file uploaded.		

1.3.2 – Field Projects / Internships undertaken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution?
(maximum 500 words)

Feedback Obtained

The feedback is collected at various levels viz. Students, Parents, Teachers and Alumni. Then the feedback is analyzed at upper management and the action taken once the feedback is received. Feedback of stakeholders is sought regularly about infrastructure and learning resources for ensuring their satisfaction. Accordingly, continuous review of infrastructure and learning resources is carried out by respective committees and the recommendations are integrated for upgrading, maintaining and utilizing physical, academic and support facilities. Feedback is also taken from faculties, stakeholders and experts regarding industry trends and feedback to identify new demands of industry. Structured feedback is taken from students, alumni, employers and experts from academia, industry and research through course/programme review feedback. A team of faculties takes feedback of internal and external subject experts including feedback of all course faculties of campuses to define/review the course objectives, contents, learning outcomes and assessment tools and put up the recommendations. Feedback is taken from eminent experts to integrate their feedback while defining curriculum/ programme. Feedback from students is also taken through CR meetings, and corrective measures are taken accordingly to improve the teaching-learning processes. Students Feedback: The feedback is collected at various levels during the academic session. Feedback is taken regarding the academic problems and general facilities including canteen, general hygiene and cleanliness. The actions to problems of urgent /Immediate nature are addressed by the authority immediately. The other problems which require management decisions are put up before the Chairman and also addressed accordingly. The comments are accumulated at various levels in the course of the academic session the feedback taken from the student representatives of individual class. Feedback is taken on weekly/fortnightly basis regarding the overall facilities such as computer lab, mess, canteen, well known hygiene and cleanliness. The actions to issues of urgent /on the spot nature are addressed by using the authority straight away. The alternative issues which require management approval are addressed to the Honorable Chairman. Faculty Feedback: The academic behavior feedback from the students are analysed and the essential corrective measures recommended to faculty members. The remarks are likewise shared with department for any corrective measures. Syllabus, Result, Requirements etc feedback is likewise gathered from the Individual Subject Teacher. Parents Feedback: The parents' meet is organized for different problems to give tips concerning the curriculum of their wards that is duly cited with the aid of the applicable individuals within the college. Alumni feedback: The alumni of the college who have moved on to industry or for higher studies additionally give a feedback on how their years in the institution have helped them perform of their places of work/study. The alumni additionally supply constructive tips on helping the students gain extra recognition and improving themselves. The different areas where improvements are required are discussed in respective committees/departments. The proposals given by the different committees and departments are discussed in GB of the college for

necessary action.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
No Data Entered/Not Applicable !!!				
View File				

2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	1330	249	47	20	67

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Number of smart classrooms	E-resources and techniques used
67	50	5	3	3	5

[View File of ICT Tools and resources](#)

[View File of E-resources and techniques used](#)

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

Students mentoring system available in the institution In order to resolve day to day academic problems of the students, mentors are appointed for a batch of 30 students, and they will counsel the respective students once in a week, to solve the problems come across during their course of study. This is a continuous process till the end of academic career of the student. During the last semester of study students are advised for higher studies along with proper career guidance. Reasonable numbers of students have secured admissions for their higher studies and they in turn guide their juniors for their prospective admissions. Goal: The objectives of the practice followed by the Institute are: • To monitor the students regularity discipline • To enable the parents to know about the performance regularity of their wards. • Improvement of teacher-student relationship • Counselling students for solving their problems and provide confidence to improve their quality of life. • Guiding students to choose right career path for job, higher studies, Entrepreneurship, etc. The Context: The following are the issues which motivated the college to implement the mentoring system. • Inculcating discipline, punctuality and motivation among the students is the main objective in career building of a student. • The scheme aims at addressing conflicts in attitudes, habits, and knowledge of the students towards learning practices. The Practice: • The teacher takes students attendance in every class during the first five minutes and after the class enters the list of absentees in the Academic Activity Register (AAR) • If a student is absent for more than ten days continuously then HOD calls the parents of a student, enquires the reason and advises them to take care of their ward. • The Mentors prepare the monthly attendance of every student for each section and send the information to the parents of defaulters through proper channel. • The Parents/Guardians of poor attendee/performance students are called to meet the mentors and corrective and preventive measures are implemented for further improvement. • Periodic meetings are conducted by the Principal with HODs to review the punctuality and regularity of the students. • Senior students interact with junior students sharing the experiences in co-curricular and exposure due to project and seminars are shared among them. The fresh ideas will float in during the

meeting. • Disciplinary Committee of the college promptly curbs the indiscipline in the campus. • Additional duty is assigned to the faculty members to monitor the fresher's from being affected by any sort of ragging in and around the campus. Outcomes of the system: • The attendance percentage of the students has increased to a greater extent. • The number of detention of students has decreased consistently. • In course of direct communication between mentor and the student there was a good improvement in the teacher-student relationship. • The above effected in attaining a better academic performance.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
1579	67	1 : 24

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
54	47	7	0	26

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
Nil	nil	Nil	Nil
No file uploaded.			

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
No Data Entered/Not Applicable !!!				
View File				

2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The institute has a college level Exam committee and a department level internal exam committee. The exam committee works under the supervision of the Head of the institute. The institute exam committee takes the overall responsibility of conducting the end semester examination and the evaluation process of answer sheets and preparing the results. Every department has an internal exam committee responsible for the preparation of Timetable, setting of the question paper, declaration of the results of internal tests. After evaluation of internal tests, the answer sheets are shown to the students for any grievances. The grievances of the students are considered and looked into at the department level. The average of the two internal tests are considered for the internal assessment marks. The main reforms initiated by the exam cell committee is the timely declaration of the results and the moderation of the question papers. For the continuous evaluation process, internal tests, assignments, quiz, presentations, lab work, seminars etc are taken into consideration. Term work marks are given to the student depending on the continuous performance in the internal assessment. The rubrics for each practical and tutorial are based on the parameters: performance, lab ethics,

self-learning initiative, conceptual understanding, punctuality and attendance.

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

Before the start of every academic session, Principal along with the Director and Vice- Principal conducts an IAC meeting with Heads of all the Departments and finalize the Academic Calendar in alignment with the university schedule. College academic calendar is designed considering all events in accordance with the University academic calendar. In all 15 weeks are planned which mainly include commencement date, closing date of the term, dates of internal tests I and II, college festivals, submissions, oral / practical exams etc. Schedule for internal exams and tentative dates for University theory and practical exams are displayed in academic calendar. Curricular and extra-curricular activity dates, exam schedules and other activity dates are displayed in the academic calendar. Dean Academics is in charge of academic monitoring cell. Academic monitoring cell is responsible for ensuring proper academic calendar and teaching learning process. It monitors all parameters right from attendance, (75 attendance is mandatory as per University rules), assignments, practical's / labs, internal tests. List of defaulter students is notified fortnightly and the parents are informed. Teachers are supposed to maintain course files of their subjects. All assignments are given in first two weeks, so that students can plan and complete the assignments in time. Parent teacher meeting date is also mentioned in the academic calendar. Faculty conducts lectures and practical's as per the timetable in alignment with the academic calendar. Exams and result declaration are strictly followed on the dates mentioned in the academic calendar.

2.6 – Student Performance and Learning Outcomes

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

<https://adarshcollege.in/ACO-PO-PSO-CO-18-19.pdf>

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
No Data Entered/Not Applicable !!!					
View File					

2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

http://adarshcollege.in/student_survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Nill	Nill	NIL	Nill	Nill
No file uploaded.				

3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of workshop/seminar	Name of the Dept.	Date
NIL		

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
NIL	Nil	Nil	Nil	Nil
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
NIL	Nil	Nil	Nil	Nil	Nil
No file uploaded.					

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	0	0

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

Name of the Department	Number of PhD's Awarded
ECONOMICS	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
No Data Entered/Not Applicable !!!			
View File			

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

Department	Number of Publication
English	2
No file uploaded.	

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Title of the	Name of	Title of journal	Year of	h-index	Number of	Institutional
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Paper	Author		publication		citations excluding self citation	affiliation as mentioned in the publication
nil	Nil	Nil	Nil	Nil	Nil	Nil
No file uploaded.						

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

Number of Faculty	International	National	State	Local
No Data Entered/Not Applicable !!!				
View File				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!			
View File			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
nil	Nil	Nil	Nil
No file uploaded.			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activities	Number of students participated in such activities
No Data Entered/Not Applicable !!!				
View File				

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
nil	Nil	Nil	Nil
No file uploaded.			

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant

DEPARTMENTAL LINKAGE	RESEARCH AND ORGANIZATION OF QUIZ	DEPT OF MICROBIOLOGY, DR. BAMU SUBCENTER, OSMANABAD AND DEVGIRI COLLEGE, AURANGABAD	01/07/2019	30/04/2020	70
DEPARTMENTAL LINKAGE	RESEARCH	DEPT OF CHEMISTRY, SHIVAJI COLLEGE, OMERGA	01/06/2019	30/04/2020	04
No file uploaded.					

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
DEPT OF MICROBIOLOGY, DEVGIRI COLLEGE AURANGABAD	05/11/2019	ORGANIZATION OF CONFERENCES, QUIZ	150
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
1500000	1200000

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
No Data Entered/Not Applicable !!!	
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
BIYANI	Fully	5.1	2016

4.2.2 – Library Services

Library Service Type	Existing	Newly Added	Total
No Data Entered/Not Applicable !!!			
No file uploaded.			

4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional

(Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
No Data Entered/Not Applicable !!!			
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/GBPS)	Others
Existing	35	15	35	35	2	5	15	100	0
Added	0	0	0	0	0	0	0	0	0
Total	35	15	35	35	2	5	15	100	0

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

100 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Dr. Mathpati S P.	https://youtube.com/c/EnglishCarnival

4.4 – Maintenance of Campus Infrastructure

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

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
8	8	10	7

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

There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. • The college has maintenance committee that oversees the maintenance of buildings, classrooms and laboratories. • The maintenance committee is headed by the Registrar who in turn monitors the work of the Supervisor at the next level. The Supervisor is accountable to the Registrar and functions as the coordinator who efficiently organizes the workforce, maintaining duty files containing details about their individual floor - wise responsibilities, timings, leave etc. The maintenance officer conducts periodic checks to ensure the efficiency / working condition of the infrastructure. • Adequate in - house staff is employed to meticulously maintain hygiene, cleanliness and infrastructure on the campus so as to provide a congenial learning environment. Classrooms, Staffrooms, Seminar halls and Laboratories, etc are cleaned and maintained regularly by Non - teaching staff assigned for each floor. Wash rooms and rest rooms are well maintained. Dustbins are placed in every floor. The Green Cover of the campus is well maintained by a full time gardener. • Optimum working condition of all

properties/ equipment on the campus is ensured through annual maintenance contracts (AMC). The AMC purview includes maintenance of Generator, Air Conditioners, CCTV cameras and Water Purifiers. Apart from contract workers, the college has trained in - house electricians and plumbers. • Lab assistants under the supervision of the System administrator maintain the efficiency of the college computers and accessories. • Parking facility is well organized. It is efficiently maintained by annually renewed contract employees. • The campus maintenance is monitored through surveillance Cameras. • Every department maintains a stock register for the available equipment. • Proper inspection is done and verification of stock takes place at the end of every year. • The civil and electrical work is adequately monitored and maintained by the Estate office. • Periodic reporting on requirements of repairs and maintenance are submitted by the HODs to the Administrative office. The requirements are collectively processed in every semester break so as to keep things ready for the new semester. • Pest control of library books and records is done every year by the maintenance department. • Estate office manager and his team are involved in the maintenance of infrastructure facilities. This team looks after the regular maintenance of civil works such as furniture repairs, masonry and plaster works, painting, carpentry, plumbing and house- keeping. • The non-teaching staff is also trained in maintenance of science and computer equipment. • The Estate office workers look after the maintenance of rest rooms, approach roads and neatness of the entire premises. Housekeeping services are regularly executed and monitored.

http://adarshcollege.in/student_maintainance.doc

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	NIL	Nil	Nil
Financial Support from Other Sources			
a) National	NIL	Nil	Nil
b) International	NIL	Nil	Nil
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
No Data Entered/Not Applicable !!!			
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
No Data Entered/Not Applicable !!!					

[View File](#)

5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
0	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
00	0	0	20	150	120

[View File](#)

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of programme admitted to
2019	200	B.A, B.Com., B.Sc.	All departments of our college	Various institutes of Maharashtra	M.A., M.Com., M.Sc. B.Ed.

No file uploaded.

5.2.3 – Students qualifying in state/ national/ international level examinations during the year (eg:NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government Services)

Items	Number of students selected/ qualifying
SET	3
Civil Services	15
Any Other	40

No file uploaded.

5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
Fit India Movement Event held in Adarsh College Omerga 28-8-2019 to 28-9-2019 One Month	Intercollegiate	200
Selection in women university cricket team	University	1
Participation in Men intercollegiate Volleyball at Vadnavi College, Wadavani Dist. Beed 30-9-2019	Intercollegiate	12
Participation in	Intercollegiate	6

intercollegiate women athletics at Jawahar College, Andur Dist. Osmanabad		
Participation in intercollegiate men athletics at Jawahar College, Andur Dist. Osmanabad	Intercollegiate	7
Participation in intercollegiate cricket Competition held at Chatrapati Shivaji College, Omerga 9-12-2019	Intercollegiate	15
Participation at All India Interuniversity Table Tennis sport Competition held at Vaishnav University, Indor M. P. 28-11-2019 to 03-11-2019	All India Interuniversity	3
Participation in Intercollegiate Cross Country at Shiv Chatrapati College, Pachod, Dist. Beed	Intercollegiate	3
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5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2019	Intercollegiate Table Tennis sport Competition at Ganvikas College, Bansarola, Dist. Beed	Nil	1	2	PRN 2018 0152007410 92, PRN. 2 0180152005 27503, PRN 2015015200 598124	Potdar Shantanu Sanjay B. Sc. II, Holkar Nitinkumar Balaji B. Sc. II , Shidore Rahul Mallinath M. Sc. I
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The college has a democratically elected student council. It is composed of a Chairperson, Vice Chairperson (reserved for ladies), General Secretary, Joint Secretary, University Union Councillor. The student council is a platform for the student community to associate in the administration of the institute. To

achieve this, it brings out the opinions and requirements of the student community to the authorities and act as a link between the institute administration and students. It also aims to develop the career, personality and organizational skills of the students through cocurricular and extracurricular activities. This is achieved by organizing various events like sports day, arts festival, college day etc. and various training programs. The council has a member to represent the institute in the University. He/she attends the student council meeting at the University level. Students of this institute are represented in various academic bodies of the institute too. Being an affiliated college, designing the syllabus is outside the purview of the institute. However, the institute can enrich the curriculum with incorporating contents beyond the syllabus and add on courses. Students through the students' council play a significant role in this. They come to know about the additional academic requirements, when they participate in various seminars and tech fests. This is discussed in the students' forums and brought to the notice of the authorities through the student council. The Entrepreneurship Development Cell was born through such initiatives. Students are also part of the administration of the institution. They are represented in the library committee which looks into the library requirements, antiragging committee which plans out ways and means to facilitate the smooth transition of the freshers to a professional program, ethics committee which evaluates each of the major programs conducted in the institute, women's grievance redressal committee etc. Students also organize various events like the annual tech fest, rural camp, trekking etc. Students are represented in the IQAC of the institute.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The Alumni Association (registered and functional) contributes significantly to the development of the institution through financial and non financial means during the last five years. Our College has a registered Alumni Association under the Societies Registration Act. The Alumni are the key brand ambassadors of the institution. The institution aims and strives to create and maintain a strong and positive relationship thereby fostering a lifelong bond between the institute and its alumni. This has been largely benefiting socially, academically and professionally to continuously provide for better inputs and value to the students overall development. The alumni participate and contribute to the student development of the college in the following ways: 1. The notable alumni share their professional experience with students and motivating them through various activities like delivering guest lectures and workshop on carrier prospects and current scenario of industry. Thus the alumni help in personality development, career advising, Industry Institute Interaction, sponsorship, mentoring and providing placement assistance. The alumni also encourage students to be entrepreneurial and innovative by sharing their experiences. 2. The alumni are regularly involved in placement sessions for Under Graduate and Post Graduate students. Thus the alumni share with the students, their own on field experience. This helps the students to be abreast with current industry requirement and boost their confidence and mould themselves. 3. The Alumni help in the conduct of value added and short term courses. 3. The alumni also judge the certain college events during the college, intercollegiate, annual functions. 4. The alumni have graced the occasion as guest for the annual day celebration and motivated the students. 5. Apart from their visits and college meets, the alumni are largely connected with college through social media platform. The alumni give feedback on curriculum, the recent trends, the job opportunities in specific industry and corporate requirements which are considered for continuous improvement and

quality enhancement. Various programs like carrier counselling, linkages, incubation cell, study abroad, short term courses and extension activities are initiated by the suggestion of the alumni. 6. The alumni feedbacks are noted and their experience and success stories are shared among the students. 7. The alumni assist to arrange workshops and conduct National Conferences in the college thereby engage to promote research attitude among the students. The alumni also grace the valedictory function as guest of the Student Conference and thus encourage the student to be innovative and versatile.

5.4.2 – No. of enrolled Alumni:

350

5.4.3 – Alumni contribution during the year (in Rupees) :

0

5.4.4 – Meetings/activities organized by Alumni Association :

03

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

The success of an institution is the result of the combined efforts of all who work towards attaining the vision of the institution. Right from the President of the Management Committee to the staff and students, all the stakeholders have a role to play in building of the college. Their involvement and cooperation in devising and implementing decision making policies for academic and administrative affairs through various bodies and committees have contributed to the growth of the college. The Institutions always believe in the practices of decentralization and participative management. Practice of Decentralization is having own significance in the management. It reflects the policy decision making, planning and administration, and office management. Management and Administration is responsible for quality initiative to promote education to all sections. The Institutions enhance the quality at various levels - Management, College Development Committee, Governing Council, Principal, Vice-Principal, IQAC Committee, NAAC Committee, Various Committees, Academic Staff Welfare, Administrative and Non teaching Staff, NCC, NSS, all the stakeholders involve in the decentralization and participative management all are working together for efficient functioning of the Institutions. Institution focuses keen on decentralization by intending equal opportunity (equal role to participate is the functioning of the Institution management comprises of management committee, college governing council and each committee has been provided with specific functions cater to the needs of institution for the ongoing progress and development of the Institution. Following are the committees and their activities established for the decentralization and participative management. 1. Local managing committee: - Implementation and monitoring of academic and administrative system. 2. Principal: - Implementation and monitoring of academic and ad 3. IQAC: - Academic development and monitoring progress of various ministrative system to cater to vision and mission of the institute. teaching/learning processes. 4. Examination committee: - Internal University examination activities. 5. Research committee: - Academic and research activities. 6. NSS Unit: - NSS activities. 7. Career counseling cell: - Training and Placement activities. 8. Student welfare committee: - Planning, execution and supervision of activities of student association. 9. Cultural and sports committee: - Planning, execution and supervision of cultural and sports activities. 10. Student grievances

redress committee: - Attending and redresses of students problems. 11. Library Committee: - Management of learning resources. 12. Ant-ragging committee: - Prevention and action against ragging cases. 13. Extra curricular and Co-curricular activity Committee: - Planning, execution and supervision of Extra curricular and Co-curricular activities. 14. Alumni Committee: - Planning, execution of alumni association. 15. OS: - Supervision and management of all administrative and operational functions. 16. Accountant: - Management of finance and account activities.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	We follow the admission process on the basis of norms laid down by the University of Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. • We follow all the reservation policies outlined by the Government of Maharashtra. • Admission is given on the basis of merit list for UG students and on the basis of entrance test conducted by university for PG students.
Industry Interaction / Collaboration	There is a special provision of nominating an industry expert on the BoS in every subject. In the meetings of BoS every BoS member seeks the opinion of Industry expert for quality enhancement. • Study tour, Industrial visits arranged with industrial plants for observation Interaction with industrial person. • We arrange guidance from our ex students working in different pharmaceutical and other industries because number of our students from microbiology, industrial chemistry, chemistry, computer science departments are working in industries.
Human Resource Management	The college is providing leadership and able administration to carry out various requirements of effective Human Resource management in place. • Organizes training programme/ workshops/ conferences etc for human resource development and human resource management • Use of computer technology for HR management is adopted. • At the end of each academic year, the Management reviews the existing positions and collects requirement for various teaching and non-teaching positions. The management makes appointments through prescribed

procedures for teaching and nonteaching staff. • Additional office staff, Computer operators, Hardware Technicians, Skilled manpower has been recruited as per the demand. • Additional Non-teaching staff for self-financed courses recruited as a yearly practice

Library, ICT and Physical Infrastructure / Instrumentation

Use of advanced technology is encouraged to make library services more effective and convenient. • All the required equipments as per the syllabus are purchased and made available to the students • In addition to the instruments prescribed by University, advanced equipment are purchased for promoting research. • Spacious well ventilated classrooms with fans and lights are provided • To avoid wastage of time, there is a generator backup system. • Many classrooms are equipped with Audio Visual projectors.

Research and Development

The college promotes faculty participation in research by providing leave and other amenities. The college encourages the faculty to participate in research activities, conferences, seminars, workshops, etc. by providing duty leave. The teachers who receive Ph.D/M.Phil degree are felicitated openly in the Staff Common Meeting by the College. To initiate in research work, well equipped laboratories are made available, books and all lab-related material is provided on a priority basis, internet facility is made available. Currently the College has University recognized research guides in 8 subjects Physics, Industrial chemistry, Zoology, Botany, English, Marathi, Hindi and Economics.

Examination and Evaluation

Evaluation process is done by conducting unit tests, home assignments, tutorials, orals, presentations, role play, dialogue presentation, terminal examination, project work, university theory and practical examinations. Examination committee keeps records of these examination and record of unit tests and project is kept department wise. The departments also carry out internal assessment based on student test performance and punctuality. The final evaluation of students is done according to the university schedule.

Towards the end of each session / semester, theory and practical examinations are conducted by the university and evaluation is carried out. The exam results are declared and score cards are issued by the affiliating university. Evaluation of teachers is carried out annually by the Principal and also by the students. The teachers can retrospect upon their own performance by receiving appropriate feedback about their strengths and weaknesses. Teachers are assessed by the Principal on their subjects by observing their lecture/ practical sessions etc. The assessment report is presented in written form to the principal. The concerned teacher is guided accordingly.

Teaching and Learning

We ensure a perfect blend of classroom teaching and ICT enabled teaching so that the students are motivated all the times. We ensure state of the art lab facilities, Computational facilities, library facility. Workshops, seminars, regular use of ICT in classrooms contributed to enhancement of Teaching-Learning. Our teaching and learning methodology includes brainstorming, presentations, quizzes, inquiry learning, hands on activities, case studies etc. We provide adequate infrastructural facilities for teaching learning. We have well qualified and experienced faculty members. All laboratories are well equipped. Library has sufficient text books, reference books, e-books, journals, computers with internet facility, reading rooms etc. We take special care for students with special needs by providing remedial classes and provide special care for students who are considered as slow learners. The institution has framed various strategies to enhance the quality improvement in teaching and learning.

Curriculum Development

Our institute is affiliated to Dr. Babasaheb Ambedkar Marathwada University, Aurangabad, Maharashtra and follows the curriculum and syllabus prescribed by the University for all its Courses. Affiliated Institutions are not allowed to design their own curriculum. Rather, after every 5 to 6 years, University revise their syllabus and Senior faculty members from our

college have been a part of the curriculum development committee formulated by university and have contributed to curriculum development. Some of our faculties are on board of studies (BOS). They actively participate in development and enrichment of curriculum.

6.2.2 – Implementation of e-governance in areas of operations:

E-governance area	Details
<p>Planning and Development</p>	<p>To use ICT in the process of planning college-events and activities, institute uses personal e-mails. Important notices and reports are also circulated via e-mails, whats app groups.</p>
<p>Examination</p>	<p>To achieve Paperless communication between Exam and other departments , Examination section uses university software. Using software, we generate various reports like- • To generate seat Numbers , Hall-Ticket, results, • To generate class wise roll call list for all classes, student fees Records. • Print the exam seat number wise List. • Seating Arrangement for University Exams. • Results and personal exam related information by using PNR number.</p>
<p>Administration</p>	<p>To achieve the target of Paperless, we started started using Google facilities like • Google sheet :- For data collection from Various Departments. • Google Docs :- To prepare notices and activity reports. • Google Forms :- To prepare Feedback forms and get Online feedbacks of Students, Parents. • Google Drives :- To keep all department wise proofs. The college has Biometric attendance for teaching and non-teaching staff. The college campus is equipped with 20 CCTV Cameras installed at various places of need. • To surveillance on TV monitor by Principal , application is available and software is available for Surveillance. • ICT has been introduced in the Administrative work. • College staff uses smartphone with inbuilt social app like Gmail to communicate. • WhatsApp Group helps to provide the brief notices of any event to be happened on college. • WhatsApp Groups are also used for awareness and of smooth functioning of the same.</p>

Finance and Accounts	With the aim to produce immediate information in finance and Accounts i.e. "Single Click Accounting" , this section of College is partially egoverned. The college uses the Tally and microsoft Excel softwares for transparent functioning of Accounts department. The same software is used to generate various reports like -Consolidated Day Book, General Day Book, Daily Cash Collection report and payment of teaching and non teaching staff.
Student Admission and Support	The College uses software of university and MKCL for the admission purpose. College has extended helping counter for the students which provides them several services as such Admission form Filling, Examination form filling, Bonafied certificate, TC, Result as well as Scholarship Form filling at one place only.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nil	NIL	We do not provide financial support to attend conferences / workshops or membership fee. Teachers attend all these activities with own finance.	NIL	0
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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2019	Workshop on Writing of various	NIL	26/08/2019	26/08/2019	30	Nil

	Academic Reports					
2019	Workshop on Writing and Publishing of Research Papers	NIL	14/09/2019	14/09/2019	25	Nil
2019	Workshop on Effective Teaching Plan	NIL	19/10/2019	19/10/2019	20	Nil
2020	Workshop on Effective Teaching and Learning Process on ICT based technologies	NIL	18/01/2020	18/01/2020	25	Nil
2020	NIL	Workshop on Use of different softwares for library	05/02/2020	05/02/2020	2	10
2020	NIL	Training programme on How to use University website for Examination work	12/03/2020	12/03/2020	3	10
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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
SEE ATTACHED FILE	Nil	Nil	Nil	Nil
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time

36	36	13	13
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6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Credit Co-operative society, Staff welfare fund, Group Insurance Scheme are run in the college	Credit Co-operative society, Staff welfare fund, Group Insurance Scheme are run in the college	Student insurance Scheme is in place. Scholarship schemes such as GOI, EBC, PH, Minority, Primary teacher' ward

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institution has established a mechanism for conducting internal and external audits on the financial transactions every year to ensure financial compliance. Internal audit is conducted half yearly by the internal financial committee of the institution. The committee thoroughly verifies the income and expenditure details and the compliance report of internal audit is submitted to the management of the institution through principal. External audit is conducted once in every year by an external agency. Process of the internal audit: All vouchers are audited by an internal financial committee on half yearly basis. The expenses incurred under different heads are thoroughly checked by verifying the bills and vouchers. If any discrepancy is found, the same is brought to the notice of the principal. The same process is being followed for the last five years. Process of the external audit: The accounts of the college are audited by chartered accountant regularly as per the government rules. The auditor ensures that all payments are duly authorized after the audit, the report is sent to the management for review. A ny queries, in the process of audit would be attended immediately along with the supporting documents within the prescribed time limits. The institution did not come across with any major audit objection during the preceding years. All these mechanisms exhibit the transparency being maintained in financial matters and adherence to financial discipline to avoid defalcation of funds or properties of the institution at all levels. The audited statement is duly signed by the authorities of the management and chartered accountant.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
From Management of Our Shramjivi Shikshan Prasarak Mandal	800000	Building Maintainance
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6.4.3 – Total corpus fund generated

800000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Our Parent	Yes	Principal,

		University Dr. B.A.M.U. Aurangabad		IQAC, Management
Administrative	No	NIL	Yes	Principal, IQAC, Management

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

1. Regular parent -teacher meet to discuss about the educational progress of the students 2. Suggestions regarding academic and administrative reforms are heartily welcomed and implemented 3. Parents are always extent their supportive hands

6.5.3 – Development programmes for support staff (at least three)

1. Workshop on NAAC Guidelines 2. FDP on English as a Medium of Instruction 3. Workshop on Use of computer for Teaching 4. Workshop on Use of Different Apps for Teaching Online 5. Training programme on How to write a Thesis 6. Workshop for clerical staff on Admission and Examination procedure on ICT based Techniques 7. Workshop for Non-teaching staff on Handling and Maintenance of Laboratory Equipments 8. Workshop on Preparation of Audit of Institution for Clerical Staff

6.5.4 – Post Accreditation initiative(s) (mention at least three)

1. Teachers are encouraged to engaged them selves in various research oriented activities. 2. Proceeded to RUSA for Fund group. 3. Whole administrative process has been Computerized.

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
Nil	SEE ATTACHED FILE	Nil	Nil	Nil	Nil
View File					

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Gender Sensitization: A need for Social Justice	17/10/2019	17/10/2019	100	75

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources

For the conservation of energy, Solapr lamps and LED lamps are being used. Solar water heater is used in ladies hostel. Water conservation, Water harvesting and drip irrigation facilities are available. Maximum plantation of campus has been completed.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	3
Provision for lift	No	Nil
Ramp/Rails	Yes	3
Braille Software/facilities	No	Nil
Rest Rooms	Yes	3
Scribes for examination	No	Nil
Special skill development for differently abled students	No	Nil

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2019	1	1	24/08/2019	01	Blood Donation and Blood Group checking Camp	Social responsibility and Health Awareness	40
2019	1	1	14/09/2019	01	National Hindi Din	To commemorate the adoption of Hindi	90
2019	1	1	01/11/2019	60	CLINLINES PROGRAMME	SWACCH BHARAT	250
2019	1	1	01/12/2019	07	AIDS awareness	Health awareness	100
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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
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Handbook on code of
conduct for students
teachers on Human values
professional ethics

12/07/2019

1. Every student must obtain on admission, the Identity Card which must have his/her photograph attested and wear the identity card on person whenever he/she is on the institute premises, and present it for inspection on demand 2. Ragging is banned on the institute campus. Anyone found guilty of ragging and /or abetting ragging is liable to be punished as per the directive of the UGC and Govt. 3.Smoking is strictly prohibited 4. Students are expected to take proper care of institute property and help the institute authorities in keeping the premises clean. 5. It is the responsibility of the students to read the notice boards regularly for important announcements made by the Institute office from time to time. 6. Students receiving Government Scholarships or any remission in fees, must apply within time. 7. Students joining the Institute are bound by the rules and regulations of the Institute. 8. Every teacher shall, at all times, maintain integrity, be devoted to duty and also be honest and impartial in his / her official dealings. A teacher shall, at all times, be well-mannered in his / her dealings with the management, with other members of staff, students and with members of the public. 9. A teacher shall be required to maintain the scheduled hours of work during which he / she must be present at the place of his / her duty. No

teacher shall be absent from duty without prior permission. Even during leave or vacation, with the prior permission of the competent authority, whenever leaving the station, an teacher should inform the Director in writing, through the concerned Head of the Department, or the Director directly. 10. Staff members shall follow the directions and instructions properly given Director and HODs. 11. Teachers must participate in academic, curricular and extracurricular activities conducted by institution

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
SEE ATTACHED FILE	Nil	Nil	Nil
View File			

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

1. For the conservation of energy solar lamps and CFL lamps have been used in the campus.
2. Our institute has set up solar water heater in the ladies hostel.
3. Biodegradable waste from the garden and campus is used for vermicomposting and the compost produced is used as fertilizer in the garden.
4. Water conservation, water harvesting and drip irrigation facilities are available in the campus.
5. Maximum plantation in the campus has been done.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

TITLE: OF THE BEST PRACTICE NO. 1: Professional Communication Cell
OBJECTIVES OF THE PRACTICE: Professional Communication cell focuses on effective communication of students, faculty members and staff of institution. It serves following objectives: 1. To equip students with Professional Language proficiency 2. To develop verbal , nonverbal and other cognitive abilities 3. To Provide students with cohesive and Integrated Personality development Program 4. Emphasis on Creative , Academic and Business Writing 5. To provide Training and Development Programs for Career Building
THE CONTEXT: In nearly every aspect of life (both professional and personal), effective communication is crucial to success and happiness. Relationships cannot thrive without open communication, and the same goes for businesses both large and small. Keeping the same in mind Professional Communication implemented few best practices in University to make sure that it would benefit both, the employer and the employee. We have also use social tools within our intranet to reap the benefits of social media within everyday activity of our University. We allow employees to share their interests with each other to create meaningful, work-related conversations. This is a great way to combine relationship-building

with our Universities' goals and philosophies. **THE PRACTICE:** Professional Communication encompasses written , oral ,visual and digital Communication with in a work place context. Reading, writing, listening and speaking carefully are the four most important communication skills for students. This discipline blends together pedagogical principles of rhetoric, technology, Software, and learning theory to improve and deliver communication. Professional communication Faculty uses strategies, learning theory, and technologies to help students to communicate effectively in the Professional world. The cell ensures student's insight and favourable attitude to English Language by organising different activities in class rooms for instance Perception test, word association test , PPT presentation, debate ,group discussion , Role Play .etc. The Cell organises various events and sessions for giving Platform to the students to enhance their communication skills and developing the moral values and Character of the students. The cell conducts motivational sessions for building positive attitude and confidence among students. Theatre classes and audio visuals session are conducted by the cell to generate effectiveness in communication. The Cell uses latest technology like language labs for improving language proficiency of students through reading, listening, speaking and recording. The cell comprises of English language trainers, qualified language Faculty and resource persons from Industry who enables the students to communicate effectively and pragmatically in different situations. Programs under the Professional communication cell integrate experiential learning opportunities, where students apply what they learn in the classroom within an organizational setting. The programs are designed to help students develop the creative and technical skills necessary to produce visual return and oral communication. Through the classroom learning and hand on experience PC cell promotes students to explore various communication methods and media used across a wide range of fields and industries. The cell also identifies training agencies and arranges quality training programmes for aptitude and soft skills improvement of students. It monitors the effectiveness of training programmes and take remedial actions wherever needed. PC cell bridged the gap between corporate and university by equipping students with a necessary skill set to easily adapt to the corporate culture and excel in the career. **EVIDENCE OF SUCCESS:** PC cell creates awareness amongst students, faculty members and staff about the importance of communication skills and dynamic personality by providing guidance and motivation through various activities. The cell has launched remedial courses for language underprivileged students to improve their command in English language. Not only the students but also the faculty members and staff are benefitted by the workshops and training sessions conducted by the professional communication cell. The cell provides students with cohesive and integrated personality development program for inculcating soft skills, enhancing self-esteem and improving overall personality of them. **PROBLEMS ENCOUNTERED AND RESOURCES REQUIRED:** The cell requires professional trainers and qualified faculty members to enhance communication skills of students. The Challenge lies in targeting whole University as the audience. Ratio of student and teacher is needed to be compatible. Online sessions and video sessions requires uninterrupted network from both student's and teacher's end. The cell works on need and demand that comes form various department which also requires promotional activities. At the initial stage students from different background and different culture sometimes feels difficulty in various activities proposed by the Cell. Title of the Best Practice No. 2: Plantation Programme Objectives of the Practice It has been observing by the people that nature has been changing itself very tremendously as we are responsible for this change because of building and constructive more and more cities and town. So, the nature has unbalanced and disturbed that's why the combination of oxygen has ruined. Therefore, now we have to maintain this balance by following the given points :- • To ensure more plantation of different fruits and other useful plants trees. • Plantation programme can

become more popular. So, it is the duty of ours to promote more and more students to come forward. • To enhance the values of plants environment among the students. The Context The very noble objective of "Plantation programme is to save protect to the environment by plantation work" with under given points:- • To rising up the level of the student thinking regarding plantation work. • To ensure the sincerity of the students regarding the values of trees plants. • To inculcate the programme of plantation can change the heart hobbies of students to produce more and more oxygen. • For the maintenance the cycle of the nature for up-gradation of the environment. The Practice It is very important to plant more and more trees, herbs and climbers because these are the carriers of rain and cloud. Only the nature has capacity to turn up the balance of nature to produce more and more oxygen, but it is only possible when our surroundings are full of trees and plants. Such type of programme is only possible when our new generation become more more sincere and active towards plantation programme. If our programme of plantation makes the points of success, it is sure and certain that our nature will be in balance and the life of the people can be happy prosperous. So, we should plant more trees and protect them for the future of new generation. Evidence of Success Our efforts of plantation work provoke the heart of the students and inspired them to go quickly on the path of plantation for the balance of the nature up-gradation of environment. It is the result of the programme that more than 70 student participated in the programme of the plantation started by college administration. 50 plants have been planted by the student in college campus. Now we hoping that after this raining season, these planted trees will provide us feelings of true nature beauty of the nature. Problems Encountered and Resources Required Some students were too naughty that they avoid the programme and deny such types of activities, but our learned scholars faculties convinced them and ultimately they agreed for the plantation work and realized the value and importance of the nature and environment. Not enough, but they also planted more plants and take an oath for the protection of the plants for the balance of nature.

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

<https://adarshcollege.in/data/Best-Practices.pdf>

7.3 – Institutional Distinctiveness

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

Performance of the institution in one area distinctive to its vision, priority and thrust Vision: ? To mould students of the institution into well-meaning citizens of the nation through socially committed, intellectually inclined, culture driven and future oriented paradigm of learning. ? To empower the students to aspire for significantly contributing to the nation's development through socialist and secular strategies of instruction. Mission: ? To aspire and strive for excellence in educational arena by improving and motivating the intellectuals and to make them realize the potential for achieving the goals and inculcating values among them and to be the perfect responsible citizen of the country. The Vision, Mission and Objectives of the institution clearly points towards a value based education based on the curriculum of the affiliating university combining it with the core values. Our college runs under the aegis of "Shramjivi Shikshan Prasarak Mandal". The college has completed its 30 years of existence and has a strong bonding with the local students studying in this college. This includes a number of minorities and marginalized section students. The vision of the institution being the idea to educate and empower people through inspiring them to reach the level of perfection. The institution has tried to support the learners by identifying

the capabilities of different individuals and guiding them to achieve excellence. The students enrich from the contact with university towards attainment of knowledge and wisdom. The aim of the university is to prepare those graduates who can apply the knowledge they gained and be instrumental in redefining the standards of education. The student achievement and development is the core aspects of education provided in the university. Making students learn to achieve their goals with continuous support in the relevant areas by the institution. The priority of the university is to prepare such graduates who are well equipped with confidence, expertise and a vision to do greater good to mankind. Although institutional performance in an area distinctive to the vision and priority of the institution are many such as world class education, reaching the one in need, technical advancements, carrier guidance, creating platform for international exposure, training individuals for profession, research and experimentation in science and technology, sports activities. The areas of institutional performance worth mentioning are the continuous efforts of the institution in field of research in science and technology related areas. There are extensive laboratories for the science and technological fields in which the faculty and researchers are continuously working on the research projects. The college aims at creating a hatching ground for the students to develop their hobbies and achieve success in life facilitating the students with the required knowledge, experience and exposure to pursue their dreams with gainful employment. With the skills gained, the student becomes more determined and confident in facing the future. The college offers the following conventional and professional courses for learners. They are B. A., B. Sc., B. Com., M.A. (History), M.Sc. (Microbiology, Botany, Zoology, Mathematics, Computer Science). The institution has framed various strategies

Provide the weblink of the institution

<https://adarshcollege.in/data/Performance.pdf>

8.Future Plans of Actions for Next Academic Year

Institute has been initiating and implementing various activities to assure and improve quality in the different aspects of academics, cocurricular and extracurricular activities, faculty development. Another aspect, institute is focusing is social exposure to students and faculty by conducting extension activities. In view of the vision, mission and core values, institute has planned for following initiatives. 1. Organize more community service activities to contribute to the wellness of the society Institute is planning to Organize more community service activities to contribute to the wellness of the society. Along with NSS unit, departments are involved in the organization of different social activities. 2. Firm up collaborations to bridge the gap between academia and industry. Industry is the major stake holder of technical institution. Continuous interaction between technical institution and industry is an essential requirement to enhance an employability of engineering graduates. Institute has been in association with various industries and providing very good industrial exposure to the students. In order to sustain and enhance the interaction with the industries, Institute has planned to focus on interaction with industry with the involvement of every faculty and students as well. Also, planned to firm up association with industry by signing MoU for formal collaboration. 3. Intensive training for preparing students for competitive examinations Recently, Institute has formulated committee for competitive examinations. This committee will work for providing support to students willing to prepare for various competitive examinations and for creating conducive environment for students for the same. 4. To promote entrepreneurship and innovation through skill development. Skill development will be the focused area for enhancing employability of students. 5. Improvement in ICT enabled infrastructure. 6. Development of skills of the students by inculcating core values among them through value based education.

