



Yearly Status Report - 2018-2019

Part A

Data of the Institution

1. Name of the Institution		SITABAI ARTS COLLEGE
Name of the head of the Institution		Dr .R.D.Sikchi
Designation		Principal
Does the Institution function from own campus		Yes
Phone no/Alternate Phone no.		07242435140
Mobile no.		9422161523
Registered Email		sitabaiartscollegeakola@gmail.com
Alternate Email		rdsikchi@gmail.com
Address		Civil Lines
City/Town		Akola
State/UT		Maharashtra
Pincode		444001
2. Institutional Status		

Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr .D .E .Umbarkar
Phone no/Alternate Phone no.	07242435140
Mobile no.	9420184712
Registered Email	dinkareknathumbarkar@gmail.com
Alternate Email	bpatnaik7@gmail.com

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	http://www.sitabaiartscollege.com/aqar/AQAR_17-18.pdf
4. Whether Academic Calendar prepared during the year	Yes
if yes,whether it is uploaded in the institutional website: Weblink :	http://sitabaiartscollege.com/pdf/ac-2018-19.pdf

5. Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity	
				Period From	Period To
1	B+	2.51	2004	08-Jan-2004	07-Jan-2009
2	B	2.41	2011	08-Jan-2011	07-Jan-2016
3	A	3.01	2017	27-Nov-2017	26-Nov-2022

6. Date of Establishment of IQAC	09-Feb-2010
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7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries

National Level Seminar on Library automation	24-Feb-2019 2	190
Development of Science Labs	10-Mar-2019 360	327
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
Library	Seminar	ICSSR	2019 02	112500
View File				

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 :

4

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)

Promotion of Research and Academic Development. Establishment of Ph.D.Research Centers in five subjects. Development of Science Labs. Academic and Financial Audit. organized National level seminar

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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	Achievements/Outcomes
To develop Science Labs as per the norms.	College has developed five Science labs.Labs inaugurated on March

To organize International /National Level conferences/seminars	Organized National Level Seminar sponsored by ICSSR				
To Establish Ph.D.research Centers	Approved Ph. D.research centers in Five Subjects				
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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 50%;">Name of Statutory Body</th> <th style="width: 50%;">Meeting Date</th> </tr> </thead> <tbody> <tr> <td>College Development Council</td> <td>24-Dec-2019</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Council	24-Dec-2019
Name of Statutory Body	Meeting Date				
College Development Council	24-Dec-2019				
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	2019				
Date of Submission	16-Dec-2019				
17. Does the Institution have Management Information System ?	No				

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

Our college is affiliated to Sant Gadge Baba Amravati University, Amravati. The academic programmes we provide to the students are within the framework of the curriculum as prescribed by the University. We ensure academic flexibility by offering diverse courses with electives and specialization. The expert committees (Board of Studies) design the curriculum based on standard national model for UG and PG courses and local, national and global needs are kept in view while developing the relevant curricular. Fine faculty members of the institute are in the Board of studies of SGB Amravati University Amravati and therefore it is easily possible for his to introduce changes we want in the scheme of things as per the needs of the student community we serve. Our focus and emphasis has always been on practical application of knowledge, harnessing of skills, value-inculcation, and generation of social awareness in our students. Inclusion of such units and chapters in the text-books significantly serves this purpose. Thus our senior faculty play on important role in updation and designing of the curriculum. We have initiated a process of feedback from the students, parents and alumni where they are asked to give suggestions on how to improve the curriculum. Our faculty members in the different authorities of the university help to communicate the suggestions to the University. We

also invite eminent academic experts, literary figures and well known social reformers to guide the students as well as faculty members. Their guidance helps in designing the curriculum. The institution prepares on action plan for effective implementation of the curriculum. It prepares academic calendar along with university calendar and is strictly followed. Teaching plan is prepared and the proper implementation of teaching plan is looked after. We have maintained the quality of our teaching and learning environment with sustained monitoring and update.

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
No Data Entered/Not Applicable !!!					

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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
No Data Entered/Not Applicable !!!		

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

	Certificate	Diploma Course
Number of Students	0	0

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
No Data Entered/Not Applicable !!!		
No file uploaded.		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
MA	Formation of Maharashtra state:A study	75
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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	
Alumni	Yes

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

Feedback Obtained

Our instruction is affiliated to Sant Gadge Baba Amravati University, Amravati. It is mandatory for us to conduct the curriculum framed by the University. We have initiated a process of feedback from the students, parents alumni where they are asked to give suggestions on how to improve the curriculum. The college also collects feedback from academic peers from time to time.

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
BA		1735	1735	1735
BCom		344	344	344
BSc		327	327	327
MA		780	780	780
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
2018	2406	780	65	25	29

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
65	45	45	2	2	45
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)

Yes ,In order to access the students needs in terms of knowledge and skills the institution adopts various processes. The staff members council the students with regards to their requirements .However we do not have a formal mechanism in place . The faculty members guide the students during admission process ,during examinations, providing course material ,Career counseling etc The Faculty members conduct various programmes and activities for the development of the students.

Number of students enrolled in the	Number of fulltime teachers	Mentor : Mentee Ratio
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institution		
3189	65	49:1

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
37	30	7	0	24

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
2018	Dr.R.D.Sikchi	Principal	Life time achievement award
2018	Dr.D.E.Umbarkar	IQAC / CIQA coordinator	Best Research Paper Award
2018	Prof.B.B.Dharne	Associate Professor	Best Research Paper Award

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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
BA	01	2019	22/05/2019	19/07/2019
BCom	02	2019	15/04/2019	24/07/2019
BSc	03	2019	27/05/2019	08/07/2019
MA	04	2019	08/05/2019	22/07/2019

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

The institution ensures that the stakeholders of the institution especially students and faculty are aware of the evaluation processes. The announcement of the various activities and the announcement related to the examination is displayed on the notice boards. The institution has developed the college website to provide the information to all stakeholders regular staff council meetings are arranged under the guidance of the principal to make the teachers aware about evaluation reforms of the university. Our teachers who are in the Board of Studies have taken initiative for introducing interval marks system and the University has implemented it. Many suggestions of our members are well accepted in the Board and implemented by the University. The timeframe for evaluation process is decided as per the university instructions and guidelines. At many step, utmost care is taken to ascertain that the framework for evaluation system remains conformed to the total scheme of university schedule. A graduates attributes is specified by the college through internal assessment and written examination. The college arranges staff council meeting

to discuss course wise analysis on the results of the students. ParentTeacher meet is also organized to monitor the progress of the students.

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

The students are always the focus of our academic Concerns. The college prepares its academic calendar at the beginning of the academic session. The institution disseminates the evaluation process to all the stakeholders by displaying the announcements on the notice boards. The college has its own website for this purpose. The college schedules its timetable for internal assessment and examination which is displayed on the notice board. Final examinations are arranged as per university time table which is reflected on the university website and the college too displays it. In case of practice exam, the students are given their papers after evaluation in the classroom. The concerned teachers make guided review of their performance. At every step utmost care is taken to ascertain that the framework for academic schedule remains conformed to the total scheme of university schedule.

2.6 – Student Performance and Learning Outcomes

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

<http://sitabaiartscollege.com/programoutcome.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
01	BA		354	128	36.16
02	BCom		85	44	51.76
03	BSc		52	27	40.38
04	MA	Marathi	23	8	34.78
05	MA	English	12	3	25
06	MA	Hindi	4	2	50
07	MA	History	34	28	82.35
08	MA	Economics	32	16	50
09	MA	Music	9	6	66.66
10	MA	Sociology	41	30	73.17
11	MA	Pol.Science	38	22	57.89

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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://sitabaiartscollege.com/sss.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
Any Other (Specify)	2	ICSSR	150000	112500
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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
National Level Seminar on Library Automation using SOUL software	Library	24/02/2019

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
No Data Entered/Not Applicable !!!				
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
No Data Entered/Not Applicable !!!					
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
Department of Sociology	3
Department of Marathi	1
Department of Pol.Science	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)
National	Hindi	4	5.5
International	Marathi	7	4.85
International	English	4	5.7
International	Political Scienc	9	4.74
International	History	6	5.78
International	Sociology	11	5.3
International	Economics	3	5.9
International	Library	3	4.38

International	Music	12	5.37
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
Department of Sociology	3
Department of Commerce	3
Department of Pol.Science	2
View File	

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
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
No Data Entered/Not Applicable !!!						
No file uploaded.						

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

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	0	65	1	8
Presented papers	0	15	0	0
Resource persons	3	1	1	1
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
Removal of Blind Faith	Akhil bhartiya Andhshradha Nirmulan Samiti	2	50
Para Basic Course	Agra Battalion	1	1
Blood Donation Camp	GMC, Akola	2	30

Tree Plantation	Grampancyat Sangvi (Mohadi)	2	100
Health Awareness Programme	Gram Panchayat Sangvi (Mohadi)	2	50
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
NA	NA	NA	0
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
Gender Issue	NSS/Grampanchayat Sangvi Mohadi	Special programe	2	50
Swachh Bharat	NSS/Grampanchayat Sangvi Mohadi	Swachhata Abhiyan	2	100
Aids Awareness	NSS/Grampanchayat Sangvi Mohadi	Corner Meetings	2	30
Save Energy	NCC	Save Energy Lecture	1	25
Swachh Bharat	NCC	Swachh Bharat Rally	1	25
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
National Seminar on Library Automation	163	ICSSR, New Delhi	2
View File			

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
Development of Cultural Activities	Promotional Cultural values	Pancham Akola	01/01/2018	31/12/2019	50
View File					

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
No Data Entered/Not Applicable !!!			
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
3600000	2643008

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
No file uploaded.	

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
Software for University Libraries (SOUL)	Fully	SOUL 2.0	2007

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	39866	3653556	948	285232	40814	3938788
Reference Books	15339	1517571	406	122242	15745	1639813
Digital Database	3000000	5900	3000000	15900	6000000	21800
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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 !!!			
No file uploaded.			

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	31	10	0	4	0	5	15	0	0
Added	0	0	0	0	0	0	0	0	0
Total	31	10	0	4	0	5	15	0	0

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

1000 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
NA	NA

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
890000	1002755	945000	906042

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)

The college provides indoors outdoor games facilities for the students. The number of boys and girls, who have benefited from these sports facilities, is indeed very large. This has enabled the college to build a strong foundation for sports and a sporting tradition, which has produced outstanding sportsmen in different games, many of whom have brought great distinction to the college and to themselves, at the University, national and the international level. The College have separate central Library with the collection of 56432 books including latest Text books, Reference books, Special collection of Competitive exam books Non book materials, among them some are important rare books. In 2006 Library has purchased SOUL software Developed by INFLIBNET, Ahmadabad for Automation of Library. Now all functions of the library is automated with Bar Code System. Hostel facility available for the girls. College has recently constructed five science labs.

<http://www.sitabaiartscollege.com/lib-details.php>

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	NA	0	0

Financial Support from Other Sources			
a) National	Govt.Scholarship	1695	6389940
b)International	0	0	0
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
Soft Skill Development Workshop	24/03/2019	50	sant Gadge Baba Amravati University
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
2018	Guidance for Competitive exam and Career Counseling	100	150	0	25
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	0	0

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
Govt. of Maharashtra	500		Cosmo International	25	15
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	90	UG	PG	Sitabai Arts College	MA
2019	80	UG	PG	Other	MA/M.Sc./M.Com./LLB
2019	11	PG	Ph.D	SGBA University	Ph.D.

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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	2
NET	2

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

Activity	Level	Number of Participants
CULTURAL PROGRAMME	Institutional Level	10

[View File](#)

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
2018	Gold Medal	National	1	0	0	Vivek Gajanan Lavand

[View File](#)

5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Yes, the college has students council established as per the university act. Class Representative of such class are selected on the basis of merit in the previous examination. Representatives of NSS, Sports and Cultural units are selected by the committee on the basis of their performance in NSS, Sports and cultural activities. Ladies Representative is selected by the college on the basis of her devotion and assistance for the girl students of the college. As per university rules and regulations, elections process is declared and conducted for the post of General Secretary of student Council. Through election, class representative elect their General Secretary through out the year student council works and arranges the programs and activities for the betterment of the students. All the cultural activities are conducted as per the guidance of the students council. Council helps to arrange annual social gathering and other activities in the college. The various academic and administrative bodies that have student representative are IQAC, Literary Associations and social science Forums, cultural committee, Magazine Committee, etc. The students are incourged for creative writings as well as critical writings. These writings are edited by teachers and selected articles, poems, stories are given space in the annual college magazine "Parimal". The students take active part in the various associations formed by the departments. The

university and college provide necessary funds for a smooth execution of the activities of the student council.

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

1025

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

50000

5.4.4 – Meetings/activities organized by Alumni Association :

2

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 Governing body is the policy making body. The Governing Body comprising of Academicians, Educationists, Professionals, shape the academic policy keeping in view the national Policies in higher education. Hierarchical Structure of the Institution Governing Body < College Development Council < Principal < Various Committees

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

No

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
Curriculum Development	The academic programmes we provide to the students are within the framework of the Curriculum as prescribed by the university. Time faculty members are in the Board of studies of the university who play an important role in updation and designing of the Curriculum we have also initiated a process of feedback from the students, parents and alumni where they are asked to give suggestions. The institution prepares and election plan for effective implementation of the curriculum
Teaching and Learning	The concerning body of the institute ensures effective and efficient transaction of the teaching and learning process through : Recruitement of higherly qualified and expert teaching faculty. Provides support to the teaching faculty for their

professional development. Support to organize national/state level seminars, conferences workshops. Promote ICT based teaching learning process

Examination and Evaluation

The announcement related to the examination is displayed on the notice boards. The institution has developed the college website to provide the information to all the stakeholders. Regular staff council meetings are arranged under the guidance of the principal to make the teachers aware about evaluation reforms of the University. The time frame for evaluation process is decided as per the university instructions and guidelines. In case of practice exams, the students are given their papers after evaluation in the classroom. The concerned teachers make guided review of their performance. A graduates attributes is specified by the college through internal assessment and written examination.

Research and Development

The college has a research committee to promote the research work of the faculty and students. The institution support the faculty students to write research papers in conferences seminars. The faculty members are motivated to undertake minor/major research projects funded by UGC. Eminent speakers are invited for lecture.

Library, ICT and Physical Infrastructure / Instrumentation

The college has a well defined policy regarding the development of infrastructural facilities as catalyst for insuring academic excellence. The college has a building committee consisting of senior teachers. This committee works under the guidance of the principal and the governing body for insuring the availability, planning and development of the infrastructure facilities of the college. Annual budget is prepared at the beginning of the session for all departments. An effective monitoring system through various committees ensure the optimal utilization of the budget allocation. The Library optimizes its use and serves the requirement of UG and PG students through on demand supply of text books, reference books etc. The Library is fully computerized with SOUL Software.

Human Resource Management	The college has a very effective mechanism for assessing adequate human power requirements, staff recruitment, monitoring and planning professional development programmes for faculty development and obtaining feedback on teachers. The management recruits the teaching and nonteaching staff as per the guidelines of the university and State Government and UGC.
Admission of Students	The policy of the institution is to offer all students on equal opportunity for admission and hence there is no cutoff for seeking admission. The college admits students through the spot admission process. After fulfilling the intake capacity of our college, we give admission to the students with special permission of the university, hence no student is deprived from the admission. In addition to it, publicity of admission process through newspaper, banners, notices are displayed. The admission process is transparent

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

E-governance area	Details
Finance and Accounts	Fully computerized with application software.
Examination	Online RS Exam OQPD system is in use

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
2018	Dr.R.D.Sikchi	International Interdisciplinary Conclave on Emerging trends and issues in research and development in higher education 2018	Lat B.S.College ,Sakharkherda	12000
2018	Dr.D.E.Umbarkar	International Interdisciplinary Conclave on Emerging trends and issues in research and development in	Lat B.S.College ,Sakharkherda	10000

		higher education 2018		
2018	Prof.B.B.Dharne	International Interdisciplinary Conclave on Emerging trends and issues in research and development in higher education 2018	Lat B.S.College ,Sakharkherda	10000
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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)
2018	Advance ICT Traning	Use of ICT in Administrative Work	15/12/2018	16/12/2018	65	25
2019	Communication skill in English	Workshop on Office Automation	23/03/2019	23/03/2019	55	15
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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
Short Term	3	09/11/2018	14/11/2018	7
Soft Skill Development	2	28/01/2019	02/03/2019	7
Short Term	1	11/09/2018	17/09/2018	7
View File				

6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Salary Owners society for financial support	Salary Owners society for financial support	Financial support to the economically weaker

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 conducts financial audits regularly. An internal auditor is appointed to audit all the income and expenditure of the institute. The college has also appointed a chartered accountant for the annual audit of the college

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
Mangement/Alumni Association	546523	Construction of Science Labs
View File		

6.4.3 – Total corpus fund generated

0

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	Academic audit Committee with senior faculty Members
Administrative			Yes	Chartered Accountant

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

1. Lectures on career building 2. Awareness on Cyber crime 3. Lectures on Value Education

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

1. Financial support to the non teaching staff by the cooperative Credit society. 2. One day ICT training programme. 3. Support and promotion for higher education

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

1. Organized National Level Conference on Regional disparity In India by Dept. of Economics and National Level seminar on Library Automation . 2. Submitted the proposal of RUSA for institutional development 3. Developed two smart class rooms d

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	Yes

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
2019	National Level Seminar on Library Automation	24/02/2019	24/02/2019	25/02/2019	163

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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
Legal aid awareness programme	20/09/2018	20/09/2018	150	250
Awareness on Cyber Crime	19/12/2018	19/12/2018	170	150
Women Empowerment	21/03/2019	21/03/2019	190	150

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

We have ecofriendly campus, Deliberate efforts have been taken to preserve the old trees in the campus. The college campus provides beautiful natural environment to the students and the staff. Environmental studies is also included in the syllabus of the degree course of the university to create environment consciousness. The college adopts proper procedure to save the energy. Use of LED bulbs in place of common bulbs to save the energy.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	7
Ramp/Rails	Yes	7
Scribes for examination	Yes	7

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
2018	3	2	04/12/2018	1	Road Safety	Road Safety	320

Week

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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)
No Data Entered/Not Applicable !!!		

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Debate on Universal brotherhood/Social Values	24/04/2019	24/04/2019	120
View File			

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

1.Plantation The College provides natural environment to attract one and all.The College has huge green trees.The N.S.S. NCC Unit of the college undertakes plantation every year
Water Harvesting We have Scientific rain water harvesting project in the college campus to save the rain water
Energy Conservation The college adopts proper procedure to save the energy as much as possible.
No use of Plastic Prohibition of plastic in the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Two Best practices in detail I Equal Opportunity to all The college provides equal opportunity to the all students? giving free admission to them. Nearly 80 students are from backward class community. The college makes special efforts for the development of the students belonging to backward community especially SC/ST/VJNT/OBC/Minority/ Handicapped. Goal The goal is to provide equal oppournity of development for the student of weaker section of society and to increase the participation of these students in higher education of the institution. The context This practice reduces the inequality among the students. The Practice The various scholarships enables the students belonging to the backward classes to continue their education. The college provides free admission. The English remedial coaching classes are conducted for the students belonging to the backward classes. Special career guidance activities are arranged regularly to help them for the preparation of MPSC and other competitive examinations. The communication skills classes are also conducted for the students belonging to the backward classes. Evidence of Success The students belonging to the backward community have take the full advantage of the different courses conducted by the college. The remedial coaching classes help to increase the students skills and ability in the subject. Problem Encountered and Resources required The University Grants Commission provides grant for the remedial coaching so, college does not face any financial problem to run the program. II Best Practice The Felicitation of Students and the Staff The college felicitate merit students and the staff for their outstanding performance in the different academic activities. The meritorious students are falicitated by giving prizes, medals and certificate of excellence. The staff members are also felicitated for their outstanding performance in research and academic activities. The felicitation programme is organize every year. 1. Goal The Goal of this best practice is to inspire the students and the staff for

their achievement and to boost them for better performance for the development of the society. 2. The Context Because of the felicitation the students gets moral support to give best performance. The students get prepared for the upcoming responsibilities and challenges in their life. These students are the alumni of the college and in the future of the college can seek valuable instructions from these alumni for the progress of the institute. 3. The Practice Every year the meritorious students of the college are felicitated. The students who have given outstanding performance in the N.C.C and N.S.S. Unit are also felicitated. The teaching and non teaching staffs of the college are also felicitated for their extraordinary achievement. Publicity is given to the all meritorious students in the college magazine.

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

<http://sitabaiartscollege.com/bestpractices.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

The Barer General Education Societys Sitabai Arts College was established in 1938. It was named after its doner,late Smt.Sitabai Jain,Who not only donated land and building but also gave a sum of Rs.10000 for the establishment of college.Our college is one of the oldest in Vidarbha ,bringing the stream of knowledge to this part of Indian since preindependence period.It was a premier institution imparting valuable contribution in the field of literature ,fine arts,Social Sciences ,commerce and Science.We offer postgraduation in eight subjects viz,English,Hindi,Marathi,Sociology,Economics,Political Science,History and Music.The seed grew fast and Sitabai Arts College become a famous institution that imported higher education in the region.Keeping in line with the demands of the society Law (1958) Commerce(1964) ,and Science (1966) faculties were introduced in the college.The Growth of these faculties was so fast that a separate Law,Commerce and Science college were started with separate entity.It is again a matter of great pride for us that recently we have again introduced commerce and science Stream in our college.

Provide the weblink of the institution

<http://www.sitabaiartscollege.com/>

8.Future Plans of Actions for Next Academic Year

To encourage faculty members and students for quality research and innovations. To develop more ICT based class rooms To Make more use of ICT in teaching and learning. To conduct free grammar and spoken English classes To organize International/National level conference/seminar To start social welfare scheme for weaker students To conduct ICT training course for teaching and Non teaching staff To encourage staff and students for more use of e resources.