YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	Sitabai Arts, Commerce and Science College, Akola
• Name of the Head of the institution	Dr R. D. Sikchi
• Designation	Principal
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9422161523
• Mobile No:	9422161523
• Registered e-mail	sitabaiartscollegeakola@gmail.com
• Alternate e-mail	bardekaumudi@gmail.com
• Address	Civil Lines , Akola 444001
• City/Town	Akola
• State/UT	Maharashtra
• Pin Code	444001
2.Institutional status	
• Affiliated / Constitution Colleges	Affiliated
• Type of Institution	Co-education
• Location	Urban

• Financial Status	**Grants-in aid**	
• Name of the Affiliating University	**Sant Gadge Baba Amravati University, Amravati**	
• Name of the IQAC Coordinator	**Dr Kaumudi Kshirsagar**	
• Phone No.	**9403113511**	
• Alternate phone No.	**7038697098**	
• Mobile	**9403113511**	
• IQAC e-mail address	**sitabaiartscollegeakola@gmail.com**	
• Alternate e-mail address	**bardekaumudi@gmail.com**	

3.Website address (Web link of the AQAR (Previous Academic Year)	https://sitabaiartscollege.com/
4.Whether Academic Calendar prepared during the year?	**Yes**
• if yes, whether it is uploaded in the Institutional website Web link:	https://sitabaiartscollege.com/documents/academic/SAC%20Academic%20Calender%202023-24.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 4	**A+**	**3.33**	**2023**	**21/12/2023**	**20/12/2028**
Cycle 3	**A**	**3.01**	**2017**	**27/11/2017**	**26/11/2022**
Cycle 2	**B**	**2.41**	**2011**	**08/01/2011**	**07/01/2016**
Cycle 1	**B+**	**2.51**	**2004**	**08/01/2004**	**07/01/2009**

6.Date of Establishment of IQAC	**09/02/2010**

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

Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount
Nil	**Nil**	**Nil**	**Nil**	**Nil**

8.Whether composition of IQAC as per latest NAAC guidelines	**Yes**	
• Upload latest notification of formation of IQAC	[View File](#)	
9.No. of IQAC meetings held during the year	**02**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**Yes**	
• If No, please upload the minutes of the meeting(s) and Action Taken Report	[View File](#)	
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**	
• If yes, mention the amount	**Nil**	
11.Significant contributions made by IQAC during the current year (maximum five bullets)		
Infrastructural enhancement in physical facilitates in science laboratories and number of computers added in library, computer Lab and Research Center.		
Upgradation of digital classrooms- installation of windows 11 with LCD Projector		
Organized workshops on Research Methodology ,Soft Skill Development and NEP		
Construction of 3 New Ramps and 01 Lavatory for specially abled students.		
Documentary (Digital) on glorified journey and development as enriched heritage of the institution		
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year		

Plan of Action	Achievements/Outcomes
To introduce new add on courses	23 New add on courses conducted during the period
To organize conferences/workshop/seminars	Total 08 workshops and seminar on different topics were arranged, IPR workshops organized
Preparation for NEP Implementation	Conducted seminar and orientation program on implementation of NEP 2020 for PG

13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
IQAC	22/07/2023

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2024	30/01/2023

15.Multidisciplinary / interdisciplinary

Sitabai Arts, Commerce, and Science College, Akola, affiliated with Sant Gadge Baba Amravati University, has embraced the multidisciplinary approach mandated by the National Education Policy (NEP) 2020, particularly for postgraduate programs from the academic year 2023-24. Multidisciplinary Curriculum Development The college has integrated NEP-based flexible curricula by introducing multidisciplinary courses that cover diverse fields, including folk art, music, and culture. These additions aim to foster holistic development and align with the institution's philosophy that learning and knowledge are the roots of growth. Faculty members have taken the lead in designing credit-based and outcome-oriented programs to meet contemporary educational needs and equip students with the skills required in a dynamic world. In line with the NEP's emphasis on global engagement, the college plans to enhance its

reach by: 1. Organizing exchange programs and joint degree offerings. 2. Promoting distant-learning opportunities to cater to a broader student base. 3. Hosting international seminars and providing intensive training and fellowship programs. These initiatives aim to foster a knowledge-sharing platform at both national and international levels, preparing students for global challenges and opportunities.   Sitabai Arts, Commerce, and Science College exemplifies a forward-thinking approach in implementing NEP-driven changes. By fostering multidisciplinary learning, enhancing global collaboration, and addressing societal issues, the institution not only aligns with NEP objectives but also fulfills its mission of holistic education and community development.

16.Academic bank of credits (ABC):

The college affiliated with Sant Gadge Baba Amravati University (SGB Amravati University), has proactively implemented the Academic Bank of Credit (ABC) system as mandated by the university under the Choice-Based Credit System (CBCS) and NEP-2020.   The implementation of CBCS and NEP-2020 by SGB Amravati University has made it mandatory for students to establish their Academic Bank of Credit accounts starting from the academic year 2022-23. The ABC, linked with Digilocker and the National Academic Depository, enables students to store, retrieve, and transfer academic credits across higher education institutions in India. Institutional Initiatives Sitabai College has always been a committed follower of university guidelines. To facilitate the seamless implementation of the ABC system, the institution has undertaken the following initiatives: 1. Technical Assistance: The college provided technical support to students for logging into and registering on the Government ABC portal. 2. Mandatory Registration: Each student was required to open their ABC account on Digilocker at the time of admission., 3. Capacity Building: Dedicated sessions were conducted to educate students about the ABC system, its usage, and its advantages for academic and career progression. By implementing the Academic Bank of Credit system, Sitabai Arts, Commerce, and Science College has taken a significant step toward modernizing higher education in alignment with NEP-2020. This initiative ensures students' mobility, flexibility, and enhanced access to quality education. Through these efforts, the college continues to lead in implementing transformative educational reforms for the benefit of its students.

17.Skill development:

   Sitabai Arts, Commerce, and Science College, Akola, has demonstrated a strong commitment to enhancing the employability and

holistic development of its students through skill-based education. Aligned with the Sant Gadge Baba Amravati University and the framework of NEP-2020, the college has introduced skill-based credit courses while leveraging trained faculty expertise to guide students toward career-oriented learning. Skill-Based Education: Enhancing Career Prospects The college actively encourages students to pursue skill-based education, emphasizing the importance of practical skills in improving career opportunities. In alignment with NEP-2020, the parent university has integrated skill-based courses into its curriculum. These courses are designed to provide students with the tools and competencies needed for the modern workforce. Faculty Expertise in Soft Skills Training Two faculty members from the college have been identified and trained by the university as expert Soft Skills Trainers. These trainers have been instrumental in guiding not only the students of Sitabai College but also those from other institutions. Their expertise has contributed to: • Conducting workshops and sessions on critical soft skills. • Equipping students with communication, teamwork, and leadership capabilities. • Bridging the gap between academic knowledge and industry expectations. Skill-Based Credit Courses Under NEP-2020 Under the NEP-2020 guidelines, skill-based education has been implemented as part of the credit system. Notable examples include: 1. Public Opinion and Survey Research (2 Credit Course): This course focuses on developing survey skills and research insights, enabling students to collect, analyze, and interpret data effectively. 2. Sociology Department Courses: • Personality Development: This course aims to enhance self-awareness, interpersonal skills, and professional behavior. • Women Empowerment: This course addresses gender equality, leadership, and advocacy for women's rights, promoting empowerment through education. Sitabai Arts, Commerce, and Science College has effectively embraced skill-based education, ensuring students are equipped to meet contemporary challenges in their academic and professional lives. By integrating NEP-2020 credit courses and leveraging trained faculty expertise, the college has created a supportive environment for skill enhancement and personal growth. These measures will ensure the institution continues to lead in delivering innovative and impactful education.

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

Out institute is committed to fostering linguistic diversity, preserving cultural heritage, and promoting innovative research. With a multilingual curriculum and a focus on Indian knowledge systems, the college provides students with the tools to learn effectively and contribute to cultural and academic advancements.

Multilingual Education The college recognizes the importance of linguistic diversity in enhancing students' understanding and communication skills. It offers courses in languages such as Hindi, English, Marathi, Urdu, Prakrit, and Sanskrit. This approach ensures inclusivity and facilitates effective learning for students from diverse linguistic backgrounds. • Regional Language Instruction: Subjects such as History, Sociology, Political Science, and Music are taught in regional languages like Marathi and Hindi. This ensures that students grasp complex concepts in their native or familiar languages, enhancing comprehension and retention. • Language-Specific Programs: The Sanskrit department organizes programs to improve students' communication skills and instill cultural values, contributing to their holistic development. Department of Music: Preserving Art and Culture The Department of Music at Sitabai College plays a pivotal role in preserving and promoting India's rich artistic and cultural traditions. The department focuses on: • Teaching music as a discipline to enhance cultural understanding. • Organizing events and performances to celebrate traditional art forms. • Encouraging students to explore the intersection of art and education. Research and Pedagogical Innovation The institution actively supports faculty members in conducting research and designing innovative pedagogical approaches. These efforts aim to make the curriculum more dynamic and relevant to contemporary educational and societal needs. Knowledge Repository and Research Center: The college has established a research center facility for postgraduate students. This center serves as a repository of Indian knowledge systems, allowing students to engage in advanced research and contribute to the body of academic knowledge. Indian Knowledge Systems and Cultural Values Aligned with NEP-2020, the institution emphasizes the integration of Indian knowledge systems into its curriculum. By blending traditional wisdom with modern education, the college aims to: • Promote cultural pride and understanding among students. • Encourage research that bridges ancient knowledge with contemporary applications.

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

Sitabai Arts, Commerce, and Science College, Akola, has taken significant steps toward adopting Outcome-Based Education (OBE) to align academic programs with measurable goals that reflect students' skills, knowledge, and career readiness. This report highlights the institution's approach to developing Program Outcomes (POs), Specific Program Outcomes (SPOs), and Course Outcomes (COs), as well as its methods for assessing and evaluating these outcomes. Development of POs, SPOs, and COs To ensure a structured and goal-

oriented education system, the college has established its own POs, SPOs, and COs: • Structured Development: POs, SPOs, and COs are developed at the beginning of each academic session and tailored to reflect the objectives of the academic programs. • Visibility and Accessibility: These outcomes are displayed on the college website and departmental platforms to ensure transparency and accessibility for students, faculty, and stakeholders. Teaching, Learning, and Evaluation The faculty align their teaching, learning, and evaluation methodologies with the defined POs and COs. This alignment ensures that the education delivered is consistent with the desired outcomes. Key practices include: • Customized Pedagogies: Faculty adopt innovative teaching methods that cater to the specific needs of POs and COs. • Outcome-Based Assessments: Evaluation strategies are designed to measure the attainment of course and program outcomes effectively. Assessment of Outcome Attainment The college employs a systematic approach to assess whether the defined outcomes are being achieved: 1. Alumni Achievements: Alumni success is a key indicator of the effectiveness of the programs. Their achievements are tracked and analyzed to evaluate the long-term impact of the education provided. 2. Progression and Placement Cell Data: The placement and progression of students into higher education or careers serve as measurable outcomes of the institution's programs. 3. Department-Specific Methodologies: Each department develops its own methods to judge the attainment of outcomes, ensuring a tailored approach that aligns with the specific nature of its programs. Focus on Continuous Improvement The college maintains a feedback loop to monitor and improve the implementation of OBE: • Regular assessment and refinement of POs, SPOs, and COs based on data and feedback. • Collaboration between departments, alumni, and the placement cell to identify areas for improvement. Sitabai Arts, Commerce, and Science College has successfully implemented Outcome-Based Education to ensure that its academic programs are relevant, measurable, and impactful. By creating structured POs, SPOs, and COs and adopting innovative assessment strategies, the institution is committed to delivering high-quality education that prepares students for personal and professional success. By continuing to evolve its OBE framework, the college can ensure that it remains at the forefront of delivering impactful, student-centered education.

20.Distance education/online education:

   Our institution has undertaken significant steps to upgrade its physical and digital infrastructure to align with the requirements of NEP-2020 and the evolving landscape of higher education. By integrating ICT tools, digital resources, and online learning

platforms, the institution has enhanced the teaching-learning process, making education more accessible, interactive, and effective. Digital Infrastructure Enhancements To meet the demands of modern education, the college has focused on leveraging technology and existing resources: 1. ICT Tools: The use of Information and Communication Technology (ICT) tools has been prioritized to create a more engaging and effective learning environment. 2. Smart Boards: Smart boards have been introduced in classrooms to facilitate interactive teaching and enhance student participation. 3. Digital Resources: • Online links to study materials, e-books, and digital libraries are provided to students, enabling them to access a wide range of academic resources. • Video lectures and e-notes are made available, simplifying learning for students residing in remote areas. • Faculty Support: College faculty actively assist students in understanding and utilizing these platforms to explore courses aligned with their interests and career goals. • Skill Development: By offering online learning opportunities, students are encouraged to develop technical proficiency and adaptability to updated tools and technologies. Breaking Locational Barriers The institution has made education more inclusive by addressing geographical challenges: • Online learning resources and platforms provide students from distant towns and cities with equal access to quality education. • Flexible online courses empower students to learn at their own pace, accommodating diverse learning needs. Value-Based Education and Cultural Connection The college continues to promote value-based education alongside technological advancements. By integrating Indian cultural and traditional values into its curriculum, the institution ensures that students develop a sense of heritage and ethical responsibility. Impact and Outcomes • Enhanced Accessibility: Online and digital resources have expanded educational opportunities for students, particularly those in remote areas. • Technological Proficiency: Students gain practical experience with digital tools, improving their career readiness and adaptability to a tech-driven world. • Holistic Development: The combination of value-based education and modern learning techniques fosters well-rounded individuals equipped to meet global challenges. The College has successfully upgraded its infrastructure and integrated digital learning solutions to provide high-quality, accessible, and inclusive education. By leveraging ICT tools, MOOCs platforms, and digital resources, the institution is preparing its students for the demands of a rapidly evolving academic and professional landscape. By continually upgrading its infrastructure and embracing innovative practices, the institution is well-positioned to lead in the era of digital and outcome-based education.

Extended Profile

1.Programme

1.1

162

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

File Description	Documents
Data Template	View File

2.Student

2.1

2299

Number of students during the year

File Description	Documents
Data Template	No File Uploaded

2.2

1172

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

File Description	Documents
Data Template	View File

2.3

240

Number of outgoing/ final year students during the year

File Description	Documents
Data Template	View File

3.Academic

3.1

94

Number of full time teachers during the year

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**110**

File Description	Documents
Data Template	<u>View File</u>

4.Institution

4.1 Total number of Classrooms and Seminar halls	**36**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**2,12,11,302**
4.3 Total number of computers on campus for academic purposes	**110**

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

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

Sitabai Arts, Commerce, and Science College, Akola, affiliated with Sant Gadge Baba Amravati University, plays an active role in curriculum design and development through its representation on the University's Board of Studies (BoS). The college has also made significant strides in supporting the implementation of NEP-2020, enhancing online learning opportunities, and fostering connections with Indian Knowledge Systems (IKS).

Role in Curriculum Design

The responsibility for curriculum design rests with the BoS, which includes four faculty members from Sitabai College. These faculty members contribute their expertise and insights to ensure that the curriculum meets academic and industry requirements.

Implementation of NEP-2020:

In the academic session 2023-24, the University implemented NEP-2020 at the postgraduate level. Faculty members from the college actively participated in designing:

• Open elective credit courses that cater to diverse student interests.

• Non-credit skill-based courses to enhance practical and employable skills.

Collaborative Efforts:

The involvement of experienced faculty members in curriculum design ensures a first-hand understanding of implementation strategies, creating a seamless transition to the new education policy.

Digital Learning Platforms and MOOC Integration

Recognizing the growing importance of digital learning, the college has incorporated Massive Open Online Courses (MOOCs) into its academic framework:

MOOC Subscriptions:

Faculty members facilitated subscriptions to esteemed online learning platforms, including national and international providers, enabling students to enroll in diverse courses.

Enhanced Accessibility:

Students gain access to high-quality online resources, broadening their academic horizons and equipping them with globally recognized skills.

File Description	Documents
Upload relevant supporting document	[View File]()
Link for Additional information	https://sitabaiartscollege.com/documents/academic/SAC%20Academic%20Calender%202023-24.pdf

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

Our College places a strong emphasis on holistic student development by implementing Continuous Internal Evaluation (CIE) and organizing extracurricular activities. These initiatives aim to enhance academic performance, critical thinking, and overall student engagement.

Continuous Internal Evaluation (CIE)

The institution has adopted CIE as a part of its academic framework to regularly monitor and assess students' progress. The key components of the CIE system include:

1. Regular Assessments:

• MCQ-based tests are conducted to evaluate students' understanding of key concepts.

• Assignments, seminars, and group discussions are used to foster critical thinking and collaborative learning.

2. Structured Approach:

• The evaluations are aligned with the university's academic syllabus and calendar, ensuring consistency in academic planning.

• Results and academic progress are displayed to encourage students to identify areas for improvement and strive for excellence.

3Extracurricular Activities

Extracurricular activities play a vital role in fostering students' personal growth and experiential learning and Academic Excellence:

The CIE system motivates students to consistently engage with their studies and achieve better academic outcomes.

By continuously refining its CIE framework and extracurricular programs, the institution ensures that students are well-prepared for academic and professional success.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://sitabaiartscollege.com/documents/academic/SAC%20Academic%20Calender%202023-24.pdf

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

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

1.2 - Academic Flexibility

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

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

04

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

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

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

22

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

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

563

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

563

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

1.3 - Curriculum Enrichment

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

Sitabai Arts, Commerce, and Science College, Akola, integrates human values, professional ethics, gender awareness, and environmental consciousness into its academic and extracurricular framework. Through carefully designed curricula and sustainability-driven activities, the institution ensures the holistic development of its students while promoting social and environmental responsibility.

Integration of Values and Awareness into Academic Curricula

1. Human Values and Professional Ethics:

• **Almost all programs include courses that teach human values and professional ethics.**

2. Gender Awareness:

• **Various activities and programs address gender issues, fostering an understanding of equality, inclusivity, and sensitivity among students.**

3. Environmental Awareness:

• **Courses in Environmental Studies, Zoology, and Botany are designed to create awareness about nature, biodiversity, and sustainability.**

• **UG students of B.A., B.Com, and B.Sc. second year are required to undertake Environmental Studies as a compulsory qualifying subject.**

Sustainability Practices and Extracurricular Activities are carried out regularly in the campus .

Tree plantation drives and Community-Oriented Initiatives: are organized to contribute to environmental protection and sustainability.

• **Students actively participate in village cleanliness campaigns, plastic-free drives, and awareness programs on issues such as open defecation-free villages and water conservation.**

These steps are strengthening the college's mission to provide value-based education while contributing to a more sustainable and equitable future.

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

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

23

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

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

144

File Description	Documents
Any additional information	View File
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	View File

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni	**B. Any 3 of the above**

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

1.4.2 - Feedback process of the Institution may be classified as follows	**B. Feedback collected, analyzed and action has been taken**

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

TEACHING-LEARNING AND EVALUATION

2.1 - Student Enrollment and Profile

2.1.1 - Enrolment Number Number of students admitted during the year

2.1.1.1 - Number of sanctioned seats during the year

1540

File Description	Documents
Any additional information	**No File Uploaded**
Institutional data in prescribed format	View File

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

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

1172

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

2.2 - Catering to Student Diversity

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

The College has developed comprehensive methods to identify slow and advanced learners and implements targeted programs to cater to their specific needs. These initiatives aim to ensure equitable learning opportunities and holistic development for all students.

Methods for Identifying Learning Levels

The institution uses diverse assessment methods to evaluate students' learning levels:

1. Previous Year Results

2. Subject-Specific Assessments

3. Interactive Assessments

4. Mock Tests

Programs for Slow Learners

Special programs are designed to assist slow learners in improving their academic performance and building confidence:

1. Remedial Classes

.2. English Grammar Coaching

3. Motivational Sessions

4. Simplified Study Materials

5. Frequent Follow-Ups

Regular meetings, both in person and via Zoom, are held to track

progress and provide guidance.

Programs for Advanced Learners

Initiatives for advanced learners are aimed at enhancing their knowledge, skills, and career readiness:

1. Competitive Exam Coaching

2. Career Guidance and Workshops

3. Promoting Scientific Thinking

4. Personality Development

5. Placement Preparation

6. Participation in Competitions and Seminars

Advanced learners are encouraged to take part in online competitions, workshops, quizzes, and subject-related seminars to further enhance their capabilities.

File Description	Documents
Link for additional Information	**Nil**
Upload any additional information	[View File](#)

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

Number of Students	Number of Teachers
1193	**94**

File Description	Documents
Any additional information	[View File](#)

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Sitabai Arts, Commerce, and Science College, Akola, emphasizes student-centric pedagogical approaches to foster active learning and holistic development. By encouraging participation, integrating innovative methods, and leveraging technology, the institution creates an engaging and inclusive learning environment tailored to students' diverse needs.

Student-Centric Pedagogical Methods

The institution employs various interactive and participatory teaching-learning techniques:

1. Interactive Sessions

2. Group Discussions

3. Study Tours and Field Visits

4. Surveys and Ground Research

5. Competitions and Creative Activities

6. Problem-Solving Techniques

7. Digital Learning Tools

Behavioral and Ethical Education

The college integrates value-based education into its curriculum to develop students' behavioral and ethical understanding alongside academics. Programs focus on aspects such as gender equality, self-care, and societal responsibilities.

Impact of Online Education

1. Adaptation to Technological Advances:

2. Enhanced Participation:

The student-centric teaching methods implemented at Sitabai Arts, Commerce, and Science College have successfully created an interactive and supportive learning ecosystem. By combining traditional and modern approaches, the college ensures students are prepared to meet the challenges of contemporary education and

society.

File Description	Documents
Upload any additional information	[View File](#)
Link for additional information	Nil

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

Our College is committed to integrating Information and Communication Technology (ICT) into its teaching and learning processes. By utilizing advanced digital tools and resources, the institution ensures effective e-learning and prepares students and faculty for the demands of the digital age.

ICT Tools and Resources in Teaching

1. Computer-Based Teaching and Learning

2. E-Libraries and E-Contents

3. Digital Tools in Music Education:(Tanpura and Tabla)

4. Smart Boards and Google Classroom

5. ICT Infrastructure

6. Audio visual learning method for understanding for complex subjects .

7.Use of ICT tools for creativity ,critical thinking and colloboration among the students.

The adoption of ICT tools the college has transformed teaching and learning into a more dynamic and interactive process. The integration of e-learning resources, digital tools, and advanced infrastructure not only enhances the educational experience but also equips students and faculty with essential skills for the digital era.

By leveraging ICT tools and fostering a culture of continuous learning, the college prepares its students and faculty for a digitally empowered future.

File Description	Documents
Upload any additional information	[View File](#)
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	**Nil**

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

2.3.3.1 - Number of mentors

94

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	[View File](#)
Circulars pertaining to assigning mentors to mentees	[View File](#)
mentor/mentee ratio	[View File](#)

2.4 - Teacher Profile and Quality

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

94

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

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

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

/ D.Litt. during the year

67

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

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

2.4.3.1 - Total experience of full-time teachers

663

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

2.5 - Evaluation Process and Reforms

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

Our institution follows a structured and transparent examination system that aligns with the academic calendar of Sant Gadge Baba Amravati University (SGBAU). The institution prioritizes academic rigor, student engagement, and parent involvement to ensure continuous evaluation and academic success.

Internal Assessment Framework

1. Pre-Defined Schedule:

• The internal assessment schedule is announced before the commencement of the semester, ensuring clarity and preparedness among students and faculty.

2. Class Tests and Unit Tests:

• For first-year students, Class Tests and Unit Tests are conducted within two months of the new academic session.

• This early assessment helps identify the academic strengths and areas for improvement of new students.

3. Transparent Evaluation

4. Regular Semester and Internal Examinations

The internal assessment and examination practices at Sitabai Arts, Commerce, and Science College exemplify the institution's dedication to fostering a student-centric and transparent academic environment. Through timely assessments, open communication, and robust systems, the college ensures that students receive comprehensive support to excel in their academic pursuits By consistently refining its assessment practices, the college ensures its students' academic growth and prepares them for future challenges in higher education and beyond.

File Description	Documents
Any additional information	[View File](#)
Link for additional information	Nil

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

Sitabai Arts, Commerce, and Science College, Akola, is committed to providing a supportive and inclusive environment for its students. To address and resolve student grievances effectively, the institution has established a dedicated Students' Grievance Committee. This system ensures that issues related to examinations, internal assessments, and other concerns are handled promptly and equitably.

Structure and Functioning of the Students' Grievance Committee

1. Composition:

• The committee includes members with relevant expertise, led by a convenor who oversees its functioning.

● Members collaborate to ensure impartial decision-making and timely resolution of grievances.

2. Scope:

● The committee primarily addresses grievances related to examinations, internal assessments, and other academic concerns.

3. Resolution Process:

● Grievances are reviewed by the committee, and corrective actions are decided and implemented within a predefined timeline.

● The committee ensures that every concern is resolved at the earliest to maintain a fair academic environment.

Complaint-Cum-Suggestion Box

1. Purpose:

● A Complaint-Cum-Suggestion Box is placed in the college premises to encourage students to voice their concerns or offer suggestions anonymously.

2. Process:

● Grievances or suggestions collected from the box are reviewed and forwarded to the appropriate authorities.

● Relevant actions are taken to address the complaints or incorporate feasible suggestions into the institution's policies.

The grievance redressal mechanism at Sitabai Arts, Commerce, and Science College, Akola, is a vital component of its student-centric approach. By addressing grievances promptly and incorporating student feedback into policy-making, the institution demonstrates its dedication to continuous improvement and quality education.

File Description	Documents
Any additional information	[View File]
Link for additional information	**Nil**

2.6 - Student Performance and Learning Outcomes

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

Sitabai Arts, Commerce, and Science College, Akola, meticulously designs its Program Outcomes (POs) and Course Outcomes (COs) to align with institutional goals and student needs. The faculty members leverage their subject expertise to frame these outcomes, ensuring they cater to the diverse academic and professional aspirations of students.

Program Outcomes (POs) and Course Outcomes (COs)

Undergraduate Programs

1. Bachelor of Arts (B.A.)

2. Bachelor of Commerce (B.Com.)

3. Bachelor of Science (B.Sc.)

PO and CO s ansure that students achived measurable academic,personal and professional goles .They help students focus on their learning outcome objectives.These are thoughfully design to align with the diverse educational and career aspirations of the students.

Postgraduate Programs (P.G.)

1. Languages (Hindi/English/Marathi):

2. Social Sciences

- Program Outcomes (POs):

- Provides higher-level proficiency in the chosen language.

- Prepares students for NET/SLET exams and Ph.D. programs.

- Encourages in-depth literary analysis and research.

. • Enhancement of Social Awareness and responsibility

- Course Outcomes (COs):

- Enables mastery over linguistic and literary nuances, empowering students for academic and professional pursuits

Employbility and researh aptitude building

This structured approach ensures that the institution remains committed to its mission of academic excellence and student success.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	View File

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

The program outcomes declared at the Website of the college.These are the statement that describes the knowledge and the abilities the graduate and postgraduate are going to achieveby the end of program studies.

1. Indepth knowledge and ability to perform music and yogic practices.

2. Knowledge of the Sanskrit names of the postuers and breathing exercises, defailed benefits and caution.

3. Understanding of all aspects of a subject and its specific applications.

4. Practice poses a confident indepth under standing of a subject and its multiple applications as well as its potential limitations.

5. Demonstrate the ability to undertake particular tasks associated with the related subjects.

6. The deep knowledge of human systems yoga and health yoga for wellness, prevention and promotion of positive health and stress management.

7. Familiarity with the demonstrated ability to apply effective teaching methods adopt to unique styles of learning provide supportive and effective feedback acknowledge the aspirants progress, and cope with difficulties.

8. To recognise and manage the subtle dynamics inherent in the teacher aspirant relationship.

9. Observed capacity for, well developed communication skills, listening, presence, directive and non directive dialogue.

10. Demonstrate value based and ethical leadership.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

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

266

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	[View File](#)
Upload any additional information	No File Uploaded
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

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

https://sitabaiartscollege.com/pdf/student-Survey.pdf

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

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

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

0

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

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

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

0

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

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

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

6

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

3.2 - Research Publications and Awards

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

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

44

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

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

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

20

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

3.3 - Extension Activities

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

Sitabai Arts, Commerce, and Science College, Akola, actively undertakes extension activities through its National Service Scheme (NSS), National Cadet Corps (NCC), and various study centers. These

initiatives aim to integrate academic learning with community service, fostering values of humanitarianism, social responsibility, and environmental consciousness among students.

The NSS unit at the college plays a pivotal role in organizing impactful community outreach programs.

1. Activities Organized:

• Guest Lectures and Expert Talks: Topics include youth roles, social responsibilities, and health awareness.

• Debate Competitions and National Day Celebrations: Engages students in discussions about national values and culture.

• Social Awareness Campaigns: Focused on literacy, ecology, and hygiene.

• Health Initiatives:

• Vaccination drives.

• Blood donation camps.

• Awareness programs on health and hygiene.

2. Environmental Initiatives:

• Created awareness about ecological protection and sustainable practices.

• Conducted tree plantation drives and cleanliness campaigns in villages.

3. Community Engagement:

• Worked with village residents to address issues of health, sanitation, and education.

• Fostered a sense of shared responsibility and collaboration between students and community members.

These initiatives not only support the community's development but also contribute to shaping well-rounded, socially aware individuals who are equipped to address real-world challenges.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

07

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

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

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

12

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

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

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

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

394

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

3.4 - Collaboration

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

20

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

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

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

16

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

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

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

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The college has a total of 36 classrooms, with 10 classrooms equipped with projectors, Learning Management Systems (LMS), and Information and Communication Technology (ICT) facilities, including two smart classrooms. These modern classrooms support interactive and engaging teaching methodologies. Additional facilities include:

• Girl's Common Room and Boy's Common Room for students' convenience.

• Separate washrooms for ladies and gents, equipped with essential amenities.

• The college houses a recognized Ph.D. Research Center in 9 subjects, affiliated with S.G.B. Amravati University.

The college offers six well-equipped laboratories dedicated to science faculty .

Each laboratory is well-furnished and isolated to ensure an effective and focused learning environment. Additionally, there is a dedicated Home Economics Laboratory.

The institute has 110 computers07 LCD projectors and Wi-Fi connectivity with a bandwidth of 50 Mbps,

• The entire campus is secured under CCTV surveillance

• We have a well-furnished seminar hall (134.08 sq. mts.) for cultural events and academic programs and sports facilities for indoor and out door games .Wrestling, Chess ,CaromVolleyball , Basketball, Kabaddi etc.

• A yoga center and fully equiped gymnasium is designed for students and staff to enhance mental and physical well-being.

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

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

The college places significant emphasis on fostering cultural and co-curricular engagement among students. To achieve this, the following facilities and initiatives are in place:

• Cultural Committee: A dedicated team responsible for organizing and managing various cultural events and activities.

• Auditorium: A well-built and fully equipped auditorium with a seating capacity of 500, providing a venue for large-scale cultural programs and events.

• Seminar Hall: A smaller, ICT-enabled seminar hall with a capacity of 200, designed for routine co-curricular and curricular activities. This hall is equipped with modern sound systems to facilitate smooth communication during events.

Sports and Games Facilities

The college actively promotes sports and physical fitness through extensive indoor and outdoor facilities:

1. Playground:

• A sprawling area of 1888.00 sq. mts., designated for outdoor games and sports activities.

• Separate, well-maintained grounds for sports such as:

• Volleyball

• Basketball

• Kabaddi

2. Indoor Games:

* **Facilities for games like:**

* **Judo**

* **Boxing**

* **Wrestling**

* **Chess**

* **Carom**

3. Fitness and Wellness:

* **Gymnasium: A well-equipped gymnasium that caters to the fitness needs of students and staff.**

* **Yoga Centre: A dedicated space for yoga sessions aimed at improving mental and physical well-being for both students and staff.**

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

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

36

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

10

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for additional information	**Nil**
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

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

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

16,42,777

File Description	Documents
Upload any additional information	View File
Upload audited utilization statements	View File
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

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

Name of ILMS Software: Software for University Libraries (SOUL)

Nature of Automation: Fully Automated

Version: SOUL 3.0 (Updated in the session 2021-2022)

Year of Automation: 2005

Overview of Library Infrastructure

The college has a spacious and well-equipped central library catering to the academic and research needs of students, faculty, and research scholars. The library features:

- A collection of over 60,000 books, including 1,084 rare books.

- Journals, periodicals, and newspapers offering a wide range of academic resources.

- Access to e-resources for research and knowledge enhancement.

Library Automation Timeline

1. Initial Automation:

- The library adopted automation in 2005 with the installation of SOUL 1.0, developed by INFLIBNET (Inter-University Centre of UGC).

2. Upgrades:

- In 2010, the system was upgraded to SOUL 2.0 for enhanced library management.

- In 2021-2022, the library adopted the latest SOUL 3.0 version, integrating new features and functionalities, including Web-OPAC (Online Public Access Catalog), to provide seamless access to library resources.

Optimal Use of Library Resources

With full automation in place, the library management system ensures the effective utilization of resources through:

- A database-driven system for tracking daily usage and user activity.

- Improved accessibility to books, journals, and e-resources for academic exploration.

- Enhanced user experience through the Web-OPAC feature, enabling online searches and catalog browsing.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sitabaiartscollege.com/library

4.2.2 - The institution has subscription for the following e-resources e-journals e-ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources	A. Any 4 or more of the above

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

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

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

3,19,782

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	View File
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

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

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

175

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

4.3 - IT Infrastructure

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

Our College is a multidisciplinary institution committed to providing an advanced infrastructure equipped with modern technology to support academic excellence and research.

Key Features of Infrastructure

1. Laboratories and Equipment

• Advanced laboratories equipped with state-of-the-art instruments and equipment, including computers, laptops, network facilities, and other data platforms.

• A computer laboratory with 31 PCs (30 workstations + 1 server PC), all connected via LAN, ensuring seamless functionality.

2. Wi-Fi and Network Connectivity

• Campus-wide Wi-Fi facility with bandwidth of 50 Mbps and above, enabling efficient teaching, learning, and administrative tasks.

3. Library

• Fully computerized library equipped with the latest SOUL 3.0 software.

• Access to N-List for e-resources.

• Library and campus-wide Wi-Fi connectivity for digital access.

• Dedicated computer terminals for students in the library to access e-resources.

4. ICT Tools and Facilities

• 07 projectors for interactive learning sessions.

- 02 smart boards for advanced teaching methods.

- 01 automatic scanner, 2 photocopiers, and 20 printers with scanners for academic and administrative use.

5. Dedicated Exam Department

- The examination department has a separate, fully furnished cabin with advanced IT facilities, ensuring smooth operations during assessments.

- The department is equipped with CCTV cameras for monitoring.

6. Security and Surveillance

- The campus is fully enabled with CCTV surveillance, with monitors installed in the Principal's office and Librarian's cabin to ensure safety and discipline.

File Description	Documents
Upload any additional information	[View File](#)
Paste link for additional information	Nil

4.3.2 - Number of Computers

110

File Description	Documents
Upload any additional information	[View File](#)
Student – computer ratio	No File Uploaded

4.3.3 - Bandwidth of internet connection in the Institution	A. ? 50MBPS

File Description	Documents
Upload any additional Information	**No File Uploaded**
Details of available bandwidth of internet connection in the Institution	View File

4.4 - Maintenance of Campus Infrastructure

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

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

1,95,68,525

File Description	Documents
Upload any additional information	**No File Uploaded**
Audited statements of accounts.	View File
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

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

The college ensures proper maintenance and upkeep of its facilities, infrastructure, and equipment through an organized system involving skilled personnel, trained technicians, and structured processes.

Budget Allocation and Oversight

• The College Development Committee (CDC) allocates a dedicated budget annually for the maintenance of various facilities.n.

Maintenance of Infrastructure and Facilities

• Skilled civil engineers and workmen are employed as needed for the maintenance of buildings, electrical systems, plumbing, carpentry, and gardening.

• Regular cleaning of sports grounds, pathways, faculty rooms,

classrooms, laboratories, administrative offices, and library is carried out by outsourced workers.

• Dustbins with color-coded distinctions for degradable and non-degradable waste are placed across the campus.

• Rainwater harvesting units and solar panels are checked periodically to ensure proper functioning.

• Water purifiers are maintained regularly by staff to provide safe drinking water.

• Science laboratories, including Chemistry, Microbiology, Botany, Zoology, Physics, and Home Economics, are inspected daily by their respective in-charge faculty.

• Maintenance and purchase of laboratory equipment are carried out as per requirements, with approvals from the Purchase Committee.

• Trained technicians are invited to maintain the electrical systems.

• Computers and IT systems are serviced by experts from Geetai Computers Pvt. Ltd., Akola, based on the requirements.

• For the purchase of equipment or major maintenance work, the college calls for quotations and tenders from various agencies.

• The Purchase Committee evaluates these tenders and makes the final decision for procurement or repair work.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION

5.1 - Student Support

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

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

1246

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

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

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

1246

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

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

File Description	Documents
Link to institutional website	**Nil**
Any additional information	View File
Details of capability building and skills enhancement initiatives (Data Template)	View File

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

60

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

60

File Description	Documents
Any additional information	View File
Number of students benefited by guidance for competitive examinations and career counseling during the year (Data Template)	View File

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

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	View File
Upload any additional information	**No File Uploaded**
Details of student grievances including sexual harassment and ragging cases	**No File Uploaded**

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

30

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

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

5.2.2.1 - Number of outgoing student progression to higher education

19

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

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

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

examinations) during the year

`05`

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

5.3 - Student Participation and Activities

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

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

`01`

File Description	Documents
e-copies of award letters and certificates	View File
Any additional information	View File
Number of awards/medals for outstanding performance in sports/cultural activities at univer sity/state/national/international level (During the year) (Data Template)	View File

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

`As a public institute, managed by the Berar Education Society, the college operates on a democratic and decentralized framework, ensuring transparency, accountability, and active student involvement in its administrative, co-curricular, and extracurricular activities.`

`Students' Representation in Committees`

`Institutional Committees with Student Involvement`

- The college promotes students' representation in various committees, ensuring their participation in decision-making processes.

- Key committees with student representation include:

- Internal Complaint Committee (ICC)

- Anti-Ragging Committee

- Women Cell

- Grievance Redressal Committee

- Student Council

- Alumni Association

- In the Grievance Redressal Committee and ICC, students participate actively, attend meetings, and provide valuable input.

IQAC Involvement

- As per NAAC guidelines, the Internal Quality Assurance Cell (IQAC) includes two student representatives, ensuring that students' voices are integrated into quality assurance processes.

Alumni Engagement

- The Alumni Association convenes annually, where members contribute ideas and discuss future plans to benefit the institution and its stakeholders.

By providing students with representation and engagement opportunities, the institution fosters a sense of ownership, accountability, and leadership among students. This inclusive approach not only empowers students but also strengthens the institution's commitment to participatory governance and holistic development.

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

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

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

03

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

5.4 - Alumni Engagement

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

The college has a Registered Alumni Association that plays a vital role in connecting past students with their alma mater. Regular meetings and collaborative activities ensure that alumni contribute both financially and non-financially to the institution's growth and the betterment of current students.

Key Alumni Contributions

1. Engagement and Interaction

• Annual Alumni Meet: The college organizes an alumni interaction week titled "Alumni on Our Campus", where alumni share their experiences and insights with current students.

- **Entrepreneurship Development:** Entrepreneurial alumni provide theoretical inputs and share practical guidance on starting new ventures, helping students transition into job creators rather than job seekers.

- **Social Service Activities:** Alumni actively engage in social service projects targeting rural development and creative activities, inspiring students to contribute towards societal betterment.

2. Career Development Support

- Alumni contribute to campus placement activities, guiding students towards diverse career opportunities.

- Discussions on business and entrepreneurship open avenues for students to explore unconventional career paths.

3. Material Contributions

- **Books and Learning Resources:** Alumni have donated books to the college library, enhancing the academic resources available to students.

- **Infrastructure Development:** Contributions have also been made towards developing the physical infrastructure of the institution.

4. Motivational Visits

- Alumni visits to the campus serve as an inspiration, encouraging students to emulate their paths for personal and societal progress.

5. Expertise Sharing

- Alumni leverage their expertise across various domains to support the institution's academic and co-curricular programs.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

5.4.2 - Alumni contribution during the year (INR in Lakhs)	E. <1Lakhs

File Description	Documents
Upload any additional information	View File

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

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

The College, managed by the Berar General Education Society, Akola, established in 1938, is a student-centered institution dedicated to fostering moral, intellectual, professional, social, and cultural growth. The college aligns its governance with its vision and mission, ensuring excellence and imparting a value-based education.

Key Features of Governance

1. Committees for Smooth Functioning

• Various committees, comprising teaching and non-teaching members, oversee curricular, co-curricular, and administrative affairs.

• Heads of Departments (HoDs) are authorized to monitor and manage departmental activities, ensuring seamless operations.

2. Decentralized Power Structure

• The college adopts a power decentralization approach, encouraging active participation of all stakeholders.

• Decisions made by departmental heads and committees are recognized and supported by the administration, fostering an environment of equity and democracy.

3. Student Representation

• Students are provided representation in academic and co-curricular committees, ensuring their active engagement in institutional processes.

- **Equal opportunities are extended to students, particularly girls, to participate in all sports and cultural activities.**

4. Gender Equity

- **The college is committed to gender equality, conducting Gender Audits to assess and improve its policies and practices.**

This governance structure reflects the institution's commitment to creating an inclusive, participatory, and democratic academic environment that aligns with its student-centric visio

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	**No File Uploaded**

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

The leadership of the college is vested in the College Development Committee (CDC), which plays a pivotal role in ensuring the smooth functioning and continuous progress of the institution. The structure is designed to foster participatory management, encouraging active involvement at every level to maintain quality in higher education.

Key Aspects of Leadership

1. Role of CDC

- **The Principal, as the head of the institution, collaborates with the Chairperson of CDC and other members to plan both academic and administrative activities.**

- **The CDC conducts regular meetings to review college functioning, make recommendations, and approve budgetary provisions to meet institutional needs.**

2. Role of IQAC

- **The Internal Quality Assurance Cell (IQAC) has the autonomy to**

formulate and implement quality policies.

• These policies are discussed in IQAC meetings held throughout the year and aim to enhance the academic and administrative excellence of the college.

3. Departmental Autonomy

• Heads of Departments (HoDs) are entrusted with the freedom to:

• Plan, implement, and finalize activities based on the available resources.

• Conduct departmental meetings to ensure proper execution of tasks.

• This autonomy enables each department to align its goals.

4. Participatory Management

• The college follows the principle of participatory management, encouraging input and collaboration from all stakeholders, including teaching and non-teaching staff, students, and the CDC.

• Faculty members are actively involved in academic activities like seminars, conferences, refresher courses, and short-term courses, bringing back valuable insights to enhance the institution's functioning.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The College operates with a forward-thinking approach, ensuring that all academic and administrative activities align with its well-prepared perspective plan. This proactive planning fosters effective implementation and communication transparency across stakeholders.

Elements of the Perspective Plan

1. Development and Circulation

• The Institutional Perspective Plan is prepared by the IQAC and shared well in advance with all concerned faculties and authorities.

• The plan is displayed on the college website for easy access and student awareness.

2. Digital Communication

• Student groups are formed to facilitate communication through digital media platforms.

• Strategic and perspective plans, especially those related to the teaching-learning process, are shared using these platforms for prompt updates.

3. Workshops, Seminars, and Conferences

• Regular workshops, seminars, and conferences are conducted to ensure faculty and students gain the latest knowledge and skills.

• Participation in such events enriches the learning environment and promotes intellectual growth.

4. Promotion of Research Activities

• Postgraduate students are motivated to undertake research projects, encouraging critical thinking and innovation.

• Participation in the "Avishkar Research Festival", organized by Sant Gadge Baba Amravati University, offers students and teachers a platform to showcase their innovative ideas and research work.

5. Library Resources

• The well-equipped library, with its extensive collection of books, journals, and e-resources, supports the creation and dissemination of knowledge.

• These resources are pivotal for both academic excellence and research activities.

This forward-looking approach reflects the institution's commitment

to academic excellence, innovative learning, and sustainable growth

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

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

The college ensures the effective teaching-learning process and holistic development of academics through well-structured academic and administrative bodies. These bodies function collaboratively under the leadership of the Principal and in alignment with institutional and statutory norms.

Academic and Administrative Committees

1. Internal Quality Assurance Cell (IQAC)

• Core Committee: The IQAC, led by a highly qualified academician as the coordinator, oversees all academic matters in the institution.

• It monitors the teaching-learning process and ensures the implementation of quality benchmarks.

• It works in collaboration with the Principal, Department Heads, and staff to execute institutional policies effectively.

2. College Development Committee (CDC)

• The CDC serves as the supreme decision-making body for academic and developmental activities in the college.

• It ensures that the college's academic and infrastructural growth aligns with the vision and mission of the institution.

3. Teachers' Council and Non-Teaching Staff Association

• Facilitates interaction among teaching and non-teaching staff for smooth administrative functioning

Service Rules, Procedures, and Policies

Guidance Framework

• **The college operates under the service rules and procedures outlined by Sant Gadge Baba Amravati University and the Government of Maharashtra.**

Principal's Role

• **The Principal collaborates with the Chairman and Secretary of the Berar General Education Society for endorsing financial and project-related work.**

Functions of the Governing Bodies

• **Planning and Implementation: Strategic planning for academics, finance, and infrastructure development.**

• **Supervision: Monitoring quality standards in teaching, learning, and research.**

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

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support Examination	**A. All of the above**

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

6.3 - Faculty Empowerment Strategies

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

The college acknowledges the importance of its teaching and administrative staff as key contributors to its overall development and ensures their welfare by implementing a range of facilities and benefits. The measures aim to enhance their financial security, professional growth, and personal well-being, fostering a supportive work environment.

Welfare Measures

1. Financial Support and Security

• Provident Fund Loan: Access to loans from the Provident Fund for financial emergencies.

• Group Insurance Membership: Insurance coverage for employees to ensure security during unforeseen circumstances.

2. Professional Development

• Financial Assistance: Support for staff to participate in seminars, workshops, and conferences to enhance their professional expertise.

• Duty Leave: Provision of duty leave for attending academic and professional events.

• Career Advancement Scheme (CAS): Promotions for faculty as per the scheme guidelines.

3. Leave Benefits

- Casual Leave: For personal or short-term requirements.

- Medical Leave: Provision for health-related absences.

4. Fee Concessions

- Relaxation in Fees: Fee waivers for the wards of staff members as a gesture of support.

Welfare Measures Specific to Non-Teaching Staff

.• "Kalbaddha Padonnati" Scheme

- A structured promotion system for non-teaching staff under the Government of Maharashtra's guidelines.

Role of the Employee Credit Society

- It offers financial assistance to employees, including faculty, helping them meet their financial needs effectively.

- The society ensures that employees have access to loans and other financial benefits, contributing to their economic stability.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

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

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

10

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

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

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

2

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

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

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

03

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

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

The college has implemented an Academic Performance Indicator (API) system based on the Performance-Based Appraisal System (PBAS) designed by the parent university in line with the UGC guidelines. This system ensures a structured and transparent evaluation of faculty performance, promoting accountability and professional growth.

Process of Appraisal

1. Annual Submission of Appraisal Reports

• Faculty members are required to submit their Annual Performance Appraisal Reports (API) to the IQAC at the end of every academic session.

• The reports follow a standard format mandated by the UGC guidelines.

2. Key Components of API

• Professional Development Activities: Details of participation in refresher courses, orientation programs, workshops, and seminars are recorded, as these are mandatory for promotion to the next grade.

• Teaching Performance:

• Courses taught and their evaluation.

• Average weekly clock hours dedicated to teaching.

● **Involvement Beyond Academics:** Engagement in curricular, co-curricular, and extra-curricular activities.

3. Special Achievements

● Faculty members are given the opportunity to highlight any special contributions or achievements in their field, which may enhance their overall appraisal.

4. Assessment and Verification

● The Principal reviews the performance reports submitted by the faculty.

● Reports are evaluated based on criteria such as teaching effectiveness, participation in developmental activities, and contribution to institutional goals.

5. Implementation of Appraisal Outcomes

● Post-appraisal, the Governing Body ensures timely implementation of promotions, grade increments, and other benefits based on the evaluation results.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	[View File]()

6.4 - Financial Management and Resource Mobilization

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

The college ensures financial transparency and accountability through a structured financial management system and regular audits. The Accounts Section is responsible for maintaining financial records, monitoring transactions, and ensuring adherence to budgetary guidelines.

Financial Activities

1. Daily Financial Operations

- Cash Book Maintenance:

- Fees Collection and Voucher Verification:

- Salary and Non-Salary Grants:

2. Approval Process

- All financial records and transactions are first verified by the Superintendent and then attested by the Principal of the college.

Internal and External Audits

1. Internal Audit

- The college hires the services of a Chartered Accountant (CA) for regular internal audits.

- The CA verifies all financial records, transactions, and compliance with financial regulations.

2. External Audit

- The external financial audit is conducted by the Auditor of Higher Education, Government of Maharashtra.

- The auditor reviews financial records, verifies compliance, and provides suggestions for budgetary provisions for the next financial year.

Audit Reporting and Review

1. Presentation of Audit Report

- The internal audit report prepared by the CA is presented in the College Development Committee (CDC) meetings.

- The management reviews the audit report, discusses any queries, and provides suggestions for improvement.

2. Resolution of Queries

- Any discrepancies or queries raised during the audit process are discussed and resolved to ensure transparency.

3. Budgetary Provisions

• **Based on the auditor's recommendations, budgetary provisions are planned and implemented in the next financial year.**

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

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

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

0

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

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

The college operates as a grant-in-aid institution, included in the 2F and 12B list of the UGC Act 1956, which enables it to receive financial assistance from the government and statutory bodies across the nation. The institution employs a structured approach to manage and utilize its financial resources efficiently.

Sources of Financial Resources

1. Government and Statutory Grants:

• **Salary and non-salary grants from the government.**

- Grants for various purposes sanctioned by the UGC.

2. Fees Collection:

- Tuition and other fees collected from students as per university directives.

3. Donations:

- Contributions from alumni, philanthropists, and management support academic and infrastructural development.

Committees for Financial Oversight

1. Planning Committee:

- Develops financial strategies and plans for resource allocation.

2. Purchase Committee:

- Oversees procurement of goods and services.

- Ensures adherence to quality and cost-effectiveness.

3. Building Construction Committee:

- Monitors the quality of materials and construction for infrastructure projects.

4. Internal Audit Committee:

- Reviews financial activities to ensure compliance with institutional policies and norms.

Budgetary Process

1. Preparation and Approval:

- Departmental heads provide input for consumable and non-consumable items required.

- The College Development Committee (CDC) approves the overall budgetary provisions.

2. Utilization of Fees:

- Collected fees are allocated under specific budgetary heads for optimal use.

3. Donations:

- Contributions from alumni and philanthropists are utilized for academic and infrastructural development in consultation with their suggestions.

5 Management Support:

- Financial assistance from the management is extended for both infrastructural and academic needs.

File Description	Documents
Paste link for additional information	**Nil**
Upload any additional information	[View File](#)

6.5 - Internal Quality Assurance System

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

The Internal Quality Assurance Cell (IQAC) of the college plays a pivotal role in fostering and sustaining quality education by implementing innovative schemes and practices. Its comprehensive approach focuses on improving academic, research, and co-curricular aspects of the institution.

Contributions of IQAC

1. Promotion of Research Culture:

- Encourages faculty to publish reference books, research articles, e-books, and e-content.

2. Guidance for Conferences and Seminars:

- Provides strategic guidance to all departments to organize conferences, seminars, workshops, and competitions.

- Promotes collaboration among departments for interdisciplinary events to benefit both faculty and students.

3. Student Engagement in Research:

- Encourages student participation in conferences, seminars, and research-oriented activities to develop critical thinking and academic excellence.

4. Periodic Reviews:

- Conducts annual reviews of all academic committees to ensure continuous improvement in academic processes.

5. Capacity Building through Training:

- Organizes training sessions and professional development programs for faculty and administrative staff to align with modern educational standards.

Processes and Implementation

1. Meetings and Feedback:

- Regular meetings with IQAC members ensure a coordinated effort toward achieving institutional goals.

- Feedback from stakeholders, including students and faculty, is analyzed to identify areas of improvement.

2. Guidelines and Support:

- Clear guidelines and recommendations are issued to departments for quality enhancement in teaching, research, and co-curricular activities.

- Facilitates funding and resource allocation for organizing quality-driven initiatives.

3. Monitoring and Reporting:

- Tracks progress through annual reports submitted by departments and provides corrective measures if required.

File Description	Documents
Paste link for additional information	https://sitabaiartscollege.com/IQAC
Upload any additional information	View File

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

The college has significantly upgraded its ICT infrastructure, incorporating advanced tools and practices to improve academic and administrative processes. The efforts are aligned with the institution's commitment to fostering quality education and efficient operations.

Enhancement of ICT Facilities

1. Procurement of Advanced Equipment:

• Latest ICT tools purchased, including LCD projectors, scanners, computers, laptops, and printers.

2. Support for Online Teaching:

• Faculty members developed e-content and instructional videos for better teaching outcomes.

• Google Classroom, Zoom, and Google Meet platforms were utilized for online teaching, ensuring continuity in learning during disruptions.

3. ICT in Administrative Operations:

• Administrative and examination sections are fully supported with necessary software for seamless operations.

• IT-enabled tools ensure efficiency in handling records, communication, and exam-related tasks.

Initiatives by IQAC

1. Encouraging Faculty Development:

• Inspired faculty to adopt ICT-based teaching methods by developing

e-content and digital learning resources.

2. Upgradation of IT Infrastructure:

• **Continuous focus on upgrading software to the latest versions, ensuring state-of-the-art technology support for academics and administration.**

3. Seminars, Conferences, and Workshops:

• **Regular organization of seminars, workshops, and conferences to build capacities among faculty and students.**

4. Research and Higher Education:

• **Established Research Centers in 9 subjects and facilitated Ph.D. coursework to promote research culture.**

• **Provided a platform for advanced studies and knowledge creation within the institution.**

5. Financial Aid for Students:

• **Recommended provisions for financial support to economically disadvantaged students, ensuring inclusive education.**

File Description	Documents
Paste link for additional information	https://sitabaiartscollege.com/IQAC
Upload any additional information	**No File Uploaded**

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

File Description	Documents
Paste web link of Annual reports of Institution	https://sitabaiartscollege.com/IQAC
Upload e-copies of the accreditations and certifications	**No File Uploaded**
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

The college is committed to fostering an environment of gender equality and empowering all students, regardless of gender. The institution strives to provide equal opportunities across various domains such as academics, sports, and extracurricular activities. Several key measures and initiatives have been implemented to promote gender equity and ensure the safety and security of all students, especially women.

Key Measures for Promoting Gender Equity

1. Equal Proportion of Male and Female Students:

• The college maintains an equal proportion of male and female students across various programs and courses. This reflects the institution's commitment to inclusivity and gender balance in education.

2. Equal Representation in N.S.S. (National Service Scheme):

• The N.S.S. unit of the college ensures equal participation of male and female students, promoting social service, leadership, and community involvement among both genders.

3. Gender Sensitization Activities:

• The college organizes debates, discussions, seminars, and conferences to promote awareness and understanding of gender issues. These sessions are designed to sensitize students towards gender

equality in a constructive and positive manner.

4. Awareness Programs for Women Empowerment:

5. Safe and Secure Environment for Women:

6. Identity Cards for Students and Staff:

7. Campus Security and Surveillance:

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

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment	B. Any 3 of the above

File Description	Documents
Geo tagged Photographs	View File
Any other relevant information	No File Uploaded

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

The college has implemented an efficient waste management system to handle both solid and liquid waste, ensuring environmental responsibility and sustainability across the campus. These initiatives are aligned with the institution's commitment to eco-friendly practices and contribute to a clean and healthy campus

environment.

1. Waste Segregation and Disposal

The college has made significant efforts to promote proper waste segregation and disposal through the use of color-coded dustbins placed throughout the campus. This system ensures that different types of waste are disposed of correctly and not mixed, making recycling and disposal more effective.

2. Composting and Recycling of Solid Waste

The college has set up a compost manure plant to recycle solid waste generated on campus. This plant transforms organic waste into compost, which is then used to nourish the campus gardens and greenery, reducing landfill waste and supporting the college's sustainability efforts.

3. Biomedical and Chemical Waste Management

For the safe disposal of biomedical and chemical waste, the college has created a designated special disposal zone. The science laboratories are equipped with secure storage systems for chemicals, and the disposal process follows safety guidelines provided by scientists and regulatory authorities.

4. E-Waste Management

The college has developed an organized system for managing electronic waste (e-waste).

• Screening and Repair: A team evaluates the condition of the e-waste and determines whether some items can be repaired or reused after minor repairs.

ThIs process helps reduce the environmental impact of e-waste and promotes the reuse of electronic components wherever possible.

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

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

A. Any 4 or all of the above

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

7.1.5 - Green campus initiatives include

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

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

A. Any 4 or All of the above

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

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit

A. Any 4 or all of the above

3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities

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

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

B. Any 3 of the above

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

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

The college is deeply committed to fostering a culture of inclusion, respect, and social harmony within its academic and campus

environment. With a dedicated focus on diversity, equity, and the empowerment of students, the institution creates a positive, supportive space where all students can thrive irrespective of their backgrounds.

1. Respect for Diverse Ideas and Learning Styles

Faculty members at the college actively embrace diversity in their classrooms by delivering lectures that acknowledge and respect students' varied ideas, opinions, and learning styles. This inclusive approach ensures that every student feels valued and empowered to participate actively in the learning process.

2. Promoting Social Protection, Tolerance, and Harmony

To further promote tolerance and social protection, the college has established a cultural committee that organizes activities designed to build an inclusive environment.

3. Women's Cell: Empowering Women and Promoting Gender Equality

4. Equal Opportunity Cell: Promoting Inclusivity for All

The college has established an Equal Opportunity Cell to ensure that every student, regardless of their background, has access to the same opportunities for academic success and personal development.

5. Celebrating National Festivals and Events

. These celebrations provide students the opportunity to learn about various cultures, languages, and traditions, thereby fostering an atmosphere of acceptance and appreciation for diverse backgrounds.

6. National Service Scheme (NSS): Bridging Socioeconomic Disparities
Through various community service activities, NSS works to foster a sense of tolerance, harmony, and cohesion by engaging students in projects that benefit society, particularly marginalized and underserved communities.

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

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

The college is deeply committed to sensitizing both students and employees about their constitutional obligations and the core values of rights, duties, and responsibilities that every citizen must uphold. The institution organizes various initiatives to raise awareness and inspire the campus community to adhere to these principles, ensuring that students and staff are well-versed in the importance of constitutional values.

Key Initiatives for Promoting Constitutional Awareness:

1. Constitutional Day Celebrations (November 26)

Every year, the college celebrates Constitutional Day on November 26 with great enthusiasm and reverence.by participatingin the collective reading of the Preamble.Also"Selfie with Constitution" Campaign is organized regularly.

2. Celebration of Birth and Death Anniversaries of National Leaders and Reformers

3 Human Rights Day (December 10)

On Human Rights Day, observed on December 10, the college reflects on the constitutional provisions related to fundamental rights and duties.

• Special sessions are held to memorize and discuss the constitutional safeguards that protect individuals and ensure equality, justice, and fairness for all citizens.

4 Engaging External Speakers for Awareness Programs

To further enhance the impact of these programs, the college frequently invites experts, activists, and eminent personalities to

address students and staff on various aspects of constitutional values, social duties, and citizenship responsibilities.

• These external speakers bring in fresh perspectives and provide valuable insights into the application of constitutional principles in day-to-day life.

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

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

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

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

The college, in line with its vision, works towards bringing about a vast transformation in students by instilling a deep sense of

national integrity, human values, and nationalism. The institution recognizes the importance of celebrating key national days, state-level days, and festivals as a way to encourage students to connect with their cultural and national heritage. These celebrations not only foster a sense of unity but also provide students with the opportunity to learn essential life skills while understanding their roles as responsible citizens.

Celebrating National and State Days, and Festivals

1. Republic Day (January 26)

2. Independence Day (August 15)

3. Gandhi Jayanti (October 2)

4. Youth Day (January 12)

5. National Voter's Day (January 25)

6. International Yoga Day (June 21)

7. Earth Day (April 22)

8. Women's Day (March 8)

9. Hindi Day (September 14)

10. Mathematics Day (December 22).

11. Constitution Day (November 26) .

12. Maharashtra Day (May 1)

13. Dr. B.R. Ambedkar and Sant Gadge Baba's Death Anniversary –

14. National Social Service Day (January 24) –

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	**No File Uploaded**
Geo tagged photographs of some of the events	**No File Uploaded**
Any other relevant information	**No File Uploaded**

7.2 - Best Practices

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

```
Best Practice-1

Title: Students From Weaker Section are offered Free College
Uniform.

Objective:

  1.  To become accountable to the society.
  2.  To inculcate sense of social conduct and responsibility among
      the students.
  3.  To help in bridging gap between the haves and have not.
  4.  To avail educational platform equally.to the all .

Context:The quality enhancement in higher education is the
initiative by the government is indicative of taking cognizans of
the need of hour in the direction of shouldering the welfare task.

The Practice: From the fund arranged from students and staff to be
spent for those students in need and belonging to the weaker section
of the society. They are given the full college uniform from this
fund

Evidence of Success:

The number of students attendee for classes has been increased.

Problems Encountered:

  1.  Less fund at present.
  2.  The students hesitate to enroll hiding their need bearing set
      back to their studies.
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No 2

"SOLAR LAMP IN COLLABORATION WITH THEOSOPHICAL SOCIETY-, AKOLA IN THE TRIBAL AREA- VILLAGE "RANGUBELI"

   1. To inculcate social conduct as human being.

Assistance of 50 solar.lamps donated to needy people of Rangubeli tribal Villege by Staff & Students.

Success: The recipients were very grateful.

Problems:

Media hesitate to provide coverage.

Less transportation faciltiy.

File Description	Documents
Best practices in the Institutional web site	[View File](#)
Any other relevant information	**No File Uploaded**

7.3 - Institutional Distinctiveness

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

Standing on its rock footing of 83 years of legacy in imparting excellent higher education to the deprived, our institution claims to be the most student centred instituion. The focus of all efforts is on the development ,promotion ,support and empowerement of students moral ntellectual and professional abilities as well as social and cultural responsibilities .To attain all these goals we never deprive any section of the society for admission.Approximatley 90percent of the students intake is from weaker section of the society.

- **Visionary Leadership**
- **Great Pool of Alumni**
- **Easy access to classic level of infrastructure**
- **Result oriented approach**
- **Faculty Dedication**
- **Free admission to students belongs to backwordclasses.**

- **In the Central Library of the college has 1084 Rare books with rich collection of 60000 books .**

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

7.3.2 - Plan of action for the next academic year

Future Plan of Action

1. To introduce PG program in science and Commerce stream.

2. To open mutlidisciplinary study center.

3. To create and develop its own moocs.

4. To train faculty in the line of digital move exceling to global level.

5. To take part in all ranking frameworks designed by the national higher education department.

6.To empower internal mechanism to conduct all quality audits for each of the session

7.To hostnational, international level meets of academicians through seminar/conference/workshops.

8. To strengthen Research on diversity interst by creating budgtory provisions for research on cross cutting issues.

9. To make it more collaborative by signing more MoU with institutions of global standard.

10. To implement NEP-2020 more effectively.