YEARLY STATUS REPORT - 2023-2024

Part A	
Data of the Institution	
1.Name of the Institution	SHRI SHIVAJI ARTS COMMERCE & SCIENCE COLLEGE MOTALA DIST BULDANA
• Name of the Head of the institution	DR. GAJANAN NAMDEO JADHAO
• Designation	PRINCIPAL
• Does the institution function from its own campus?	Yes
• Phone no./Alternate phone no.	9422945519
• Mobile No:	8805902112
• Registered e-mail	ssacscm317@gmail.com
• Alternate e-mail	avi.meherkar@gmail.com
• Address	OLD MALKAPUR ROAD BEHIND SAKSHI GARDEN RESTARANT MOTALA DIST BULDANA
• City/Town	MOTALA DIST BULDANA
• State/UT	Maharashtra
• Pin Code	443103
2.Institutional status	
• Affiliated / Constitution Colleges	AFFILIATED
• Type of Institution	Co-education
• Location	Rural

• Financial Status	Grants-in aid
• Name of the Affiliating University	SANT GADGE BABA AMRAVATI UNIVERSITY AMRAVATI
• Name of the IQAC Coordinator	AVINASH S. MEHERKAR
• Phone No.	8805902112
• Alternate phone No.	7972535538
• Mobile	7972535538
• IQAC e-mail address	iqac1469@gmail.com
• Alternate e-mail address	iqac1469@gmail.com
3.Website address (Web link of the AQAR (Previous Academic Year)	https://www.sscmotala.ac.in
4.Whether Academic Calendar prepared during the year?	Yes
• if yes, whether it is uploaded in the Institutional website Web link:	https://sscmotala.ac.in/pdf/1.1.1_Final.pdf

5.Accreditation Details

Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 3	B+	2.64	2024	01/02/2024	31/01/2029

6.Date of Establishment of IQAC	25/07/2013

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	**2**	
• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	**No**	
• 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		

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

Regular IQAC meetings are conducted. Feedbacks are collected and analyzed. Research papers are published in national and international peer reviewed journal and conference proceedings. Plantation drive on large scale at Jaipur and Sindkhed praja in collaboration with Pani Foundation.

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
Academic calendar and planning is prepared prior to begin teaching	**Throughout the academic session, teaching fraternity is maintained and all activities are conducted as per the planning and calendar**
Plantaion Drive	**Plantation drive on large scale at Jaipur and Sindkhed praja in collaboration with Pani Foundation**

13.Whether the AQAR was placed before statutory body?	**No**
• Name of the statutory body	

Name	Date of meeting(s)
Nil	Nil

14.Whether institutional data submitted to AISHE

Year	Date of Submission
2023-24	01/01/2025

15.Multidisciplinary / interdisciplinary

Multidisciplinary/interdisciplinary According to the National Educational Policy 2020, the institute is getting ready to add multidisciplinary subjects to its curriculum in order to help students develop their overall abilities, including their academic, ethical, physical, social, psychological, and spiritual ones, in an integrated manner. Because the institute is located in a rural area with a sparsely developed manufacturing sector and in consideration of the challenges and obstacles the students face, the institute plans to establish short-term and vocational courses to equip the students as well as prepare them for independent work. In order to describe the specific knowledge, abilities, and attitudes of learners, the institution is trying to specify the programme outcomes in addition to course outcomes as it gets ready to provide more multidisciplinary courses. The institute wishes to establish a network with the backing of the parent society to enhance the culture of research and development.

16.Academic bank of credits (ABC):

According to NEP 2020, "Academic Bank of Credits shall deposit Credits awarded by Registered Higher Education Institutions, for Courses pursued therein, in the Academic Bank Account of the Student and the validity of such credits shall be as per norms and guidelines issued by the Commission from time to time." Regarding the implementation of Academic Bank of Credits (ABC), the institution has started the process of (ABC) for first-year students for enrolment of examinations in accordance with university guidelines. The faculty's teaching techniques are supportive, thoughtful and interactive, and the institution's didactic strategy is focused on students.

17.Skill development:

In keeping with NEP's goals of promoting quality and outcome based education, the affiliating university took the initiative to adopt NEP for the UG programme. The institute is working very hard to

adapt different skill-based courses, activities, and learning styles, including distance and open learning methods and the use of MOOCs. The combination of projects, internships, and field visits are few of the steps taken to improve the students' professional capabilities. Undergraduate level certificate programmes in career-oriented programmes and skills, such as mushroom cultivation, organic farming, vermin-compost, nursery management, apiculture, natural color preparation have been conducted by the respective departments of the college. We aim to establish an institution of the highest standards providing training in highly demanding skills. The Institute shall focus its attention on the courses that include Skill Developing, Employment Counselling, Career and competitive examination guidance and allied activities.

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

Teachers are encouraged to publish scientific articles in their community publications and give public science lectures in their native tongues, such as Marathi or Hindi. Local language proficiency will be promoted and improved through the courses' design.

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

The institute conducts various activities to instill competencies such as analysis, interpretation, assessment, and efficient administration, with a constant focus on learning based on outcomes. The institute provides mini projects and arranges internships for students to further elevate their job potential and entrepreneurial endeavors.

20.Distance education/online education:

The institute is also getting ready to start providing vocational courses via ODL (Open Distance Learning) in due time. The college also runs an open university centre under Yashwantrao Chavan Maharashtra Open University (YCMOU). Particularly during the pandemic, faculty members used a variety of technological resources, including our parent society's online teaching platform ssesa.live, Google Classroom, Zoom, Google and using YouTube videos as teaching and learning tools. Some of the institutional efforts towards blended learning include group collaboration, interaction, assignments, revision, and assessments through Google Forms.

Extended Profile

1.Programme	
1.1	4

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

File Description	Documents
Data Template	View File

2.Student

2.1 Number of students during the year	**576**

File Description	Documents
Data Template	View File

2.2 Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	**300**

File Description	Documents
Data Template	View File

2.3 Number of outgoing/ final year students during the year	**160**

File Description	Documents
Data Template	View File

3.Academic

3.1 Number of full time teachers during the year	**24**

File Description	Documents
Data Template	View File

3.2 Number of Sanctioned posts during the year	**34**

File Description	Documents
Data Template	View File

4.Institution

4.1 Total number of Classrooms and Seminar halls	**12**
4.2 Total expenditure excluding salary during the year (INR in lakhs)	**10009455.74**
4.3 Total number of computers on campus for academic purposes	**62**

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

Our college is affiliated to Sant Gadge Baba Amravati University,Amravati, hence we follow the curriculum designed by the university. The college academic committee prepares the academic calendar for every academic session in accordance with the university academic schedule, which comprises the duration of curricular, co-curricular, extracurricular activities, internal assessments, general holidaysand disseminates it to the departments for effective implementation and delivery of the curriculum. In addition to the course delivery, model-based learning, group discussions, seminars, workshops, industrial visits, and certificate courses are conducted for skill development and to bridge the curriculum gaps. Remedial classes and counseling support are provided for slow learners as additional support, and advanced learners are encouraged. Periodical meetings of the Head of the Departments are held with the Principal to take review and discuss the curriculumdelivery. Heads of Departments regularly monitor the course coverage and effective delivery of the curriculum through student feedback and performance in CIE, and implement corrective measures on need basis Assignments, seminars and projects, unit test etc. are given to the students under the supervision of the faculty.

File Description	Documents
Upload relevant supporting document	View File
Link for Additional information	https://sscmotala.ac.in/pdf/1.1.1_Final.pdf

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

At the commencement of every academic session, the university notifies an academic calendar for all the programs, which contains the date of commencement, the last working day of the even & odd semesters and dates for semester-end examinations. Our college follows the calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The College prepares a college-level calendar. The Institute calendar of events includes details like the total number of working days, holidays, CIE dates, workshops, industrial visits, and other cocurricular and extra-curricular activities. The academic activities, CIE, and all activities are conducted in adherence to the calendar of events except for unforeseen circumstances. The academic calendars help faculty members to plan their respective course delivery academic and co-curricular activities. Syllabus coverage for each CIE is decided well in advance and faculty members adhere to it. Internal Assessment tests (IA), assignments, quizzes, and seminars, personal interviews are part of the Continuous Internal Evaluation (CIE) of students. There is a well-defined process for the conduct of CIE as per the calendar of events. Continuous evaluation and assessments are also done for laboratory courses, project work, and seminars.

File Description	Documents
Upload relevant supporting documents	View File
Link for Additional information	https://sscmotala.ac.in/pdf/1.1.1_Final.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	**B. Any 3 of the above**

programs Design and Development of Curriculum for Add on/ certificate/ Diploma Courses Assessment /evaluation process of the affiliating University

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

4

File Description	Documents
Any additional information	View File
Minutes of relevant Academic Council/ BOS meetings	View File
Institutional data in prescribed format (Data Template)	View File

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

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

3

File Description	Documents
Any additional information	View File
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

100

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

100

File Description	Documents
Any additional information	View File
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

The institution runs the courses in Arts, Commerce and Science streams. The curriculum is designed by Sant Gadge Baba Amravati University, Amravati. Environmental Studies is a compulsory subject for all undergraduate second-year students, related to Environment and Sustainability. Similarly, Cross-cutting issues relevant to Gender, Human Values and Professional Ethics are covered in the prescribed syllabi of the university in various subjects in the form of topics, chapters, poems and cocurricular activities. The institution takes care to inculcate values related to the environment and sustainability through various practices and programs under NSS and NCC. Arts, Commerce & Science stream organized various activities related to cross cutting issues like Eco friendly Rakhicompetition, essay competition, training program, workshops, world forest day, Guest lectures, Days and certificate courses. NSS and NCC Units conducted tree plantation, expert lectures organized on gender sensitization, ethics and the environment. Swachh Bharat Abhiyan, Blood donation camp, Quiz competition on world population day, Kargil day conducted. Programme on Women Empowerment Internal complaint cell has been constituted for redressal of complaints about sexual harassment. The Internal complaint cell is involved in prevention, prohibition and redressal of the complaints regarding sexual harassment of women employees, students.

File Description	Documents
Any additional information	View File
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

5

File Description	Documents
Any additional information	View File
Programme / Curriculum/ Syllabus of the courses	View File
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	View File
MoU's with relevant organizations for these courses, if any	View File
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

129

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	**A. All of the above**

from the following stakeholders Students Teachers Employers Alumni	

File Description	Documents
URL for stakeholder feedback report	View File
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	View File
Any additional information(Upload)	View File

1.4.2 - Feedback process of the Institution may be classified as follows	**A. Feedback collected, analyzed and action taken and feedback available on website**

File Description	Documents
Upload any additional information	View File
URL for feedback report	https://sscmotala.ac.in/pdf/Feedback Analysis 2023-24.pdf

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

1240

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

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

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

235

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

For advanced learners:

A thorough emphasis is placed on the syllabus's subjects. They are given online video courses, helpful websites, and reference books for this. Making them more reflective enhances their mental processes. Manage sophisticated instruments, group conversations, and topic-related programming. Students further enhance their learning capacities when they are motivated to take part in debate, elocution, and quiz contests. Putting all of this into practice for advanced students results in their regular success on exams at university, increased curiosity about advanced subjects, and current advancements in the field.

For slow learners:

Special consideration is given to slow learners. Their worries are focused on understanding, assimilating, and answeringquestions. The college's instructors provide extra instruction, pay close attention to each student, administer tests to slow learners, and offer all the academic support needed to help students become more confident and do better on final exams. Study materials are given to them as PowerPoint presentations and printed or handwritten notes. The slow learners' interest in learning has been piqued after receiving remedial tutoring, and as a result, their performance on university exams has improved.

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
576	24

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

The college has adopted a multipronged strategy that blends traditional education with innovative pedagogy that makes use of ICT-enabled resources and an effective learning management system. Through classroom seminars, cultural events, intercollegiate programs like debates and poster presentations, rangoli competitions, observing and commemorating days of national and social significance, rallies and field trips, students can engage in a variety of educational possibilities. Students are introduced to significant breakthroughs as a result. Practicals are an essential component in teaching scientific faculty, as is widely acknowledged. For the scientific faculty subjects of physics, computer science, chemistry, botany, and zoology, we have dedicated labs where students carry out experiments in compliance with the university's curriculum.

College students are encouraged to work on projects that enhance their delivery skills and promote teamwork, participate in poster and seminar competitions, and present their work. Tutorials are used by the teaching staff to answer enquiries from kids and discuss areas that need more focus. Assignments are given to students to assist them develop a sense of mutual understanding and brainstorm. Students are encouraged to discuss any issues they are experiencing with the topic with the appropriate teacherand they will be assisted to the best of their abilities.

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

The college has always aimed to encourage innovative, creative, and new pedagogical methods so as to endorse skills in learners, which helps to make teaching-learning better and student-centric. The teachers of the various faculties and departments of the college make generous use of information and communications technology enabled tools that help students learn concepts in a robust way. The teachers and learners are encouraged to use the ICT tools regularly so that they get familiar with them and are trained accordingly. The college has two ICT-enabled classrooms facilitated with LAN, Wi-Fi, desktop, projector-screen, and sound systems. Students learn things in an interactive manner. Their comprehension is enhanced. What's-App groups of students and teachers come in handy to make announcements and share lecture notes. The use of ICT tools in the teaching method undoubtedly assists students to learn and understand things in an effective way. The use of ICT techniques in teaching-learning has made the teaching and learning process vibrant, student-centric, and has had a good impact on students' learning abilities. Students react positively in academics while using computers to accomplish tasks assigned to them, encouraging and motivating them to gain knowledge and skills.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	https://sscmotala.ac.in/pdf/2.3.2_2023-24_ICT.pdf

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

24

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

24

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

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

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

10

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

245

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.

Internal assessment is a part of the evaluation process that the university mandates. In most cases, unit tests are given after teaching a unit. The seminar presentation, attendance, homework, participation in class, and unit examinations are all taken into consideration when conducting an internal assessment. The dates of in-class tests and homework assignments are communicated to students well in advance through notices and the academic calendar. Assignments are expected of first-year students. The faculty expects second-year students to conduct lectures, and final-year students must complete projects that are assigned to them. A detailed evaluation of the pupils' performance in the pertinent subjects is conducted. The HOD and mentors provide help to students who miss class or perform poorly on assessments. There is no unjust action taken. Completing a task within the allocated time is another essential element of internal evaluation. Ultimately, an internal evaluation is finished, considering all of the information in a clear and vibrant manner. Every one of these assignments aids students in maintaining their academic progress. As a result of all of this, university students do better on exams.

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

Various methods of internal assessment include written exams, multiple-choice questions (MCQs), quiz contests, assignment

submissions, seminar presentations, and involvement in study trips and industry visits. Transparency is maintained by displaying results of the internal examinationon the notice board. Students are shown the exam answer sheets, and the concerned teacher answers any questions they may have about the questions and marking method. Internal examination grievances are promptly resolved, and all questions are answered. Misprints in question papers, questions that don't belong on the curriculum, questions with unclear answers in multiple-choice questions, etc. are common grievances regarding questions that come up with students. The following concerns are raised regarding the results: the response sheet being undervalued; the medium being changed; the name being misspelt or altered; the subject being changed; the result being withheld, etc. To have these grievances resolved, students go to the administrative office.

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.

In order to instill a variety of values, aptitudes, abilities, and competences in its students—such as cultivating a scientific temper, critical thinking, problem-solving ability, deep knowledge, and experiential learning—the institution strives to offer outcome-based education. The institution understands that in order to accomplish these, learning outcomes (PO, PSO, and CO) are crucial. As an associated college, the organisation adheres to the course syllabus as well as the teaching-learning and assessment procedures that the affiliated university specifies. Thus, the college has used the syllabus provided by the affiliated universityto determine learning outcomes for a number of programs and courses offered at the undergraduate and graduate levels. The heads of various departments and their teaching staff prepare the learning outcomes at the start of each academic session by taking into account the curricula recommended by the affiliated university. The institutional website lists the learning objectives for every course and program offered at the undergraduate and graduate levels. The college also arranges

an induction session for first-year students, during which the principal, the IQAC coordinator, senior teachers, and the heads of each subject's department inform the students of the learning objectives. Students in the same program are also given information on the instructors and the courses.

File Description	Documents
Upload any additional information	**No File Uploaded**
Paste link for Additional information	https://sscmotala.ac.in/pdf/Programme%20Outcomes%20(POs).pdf https://sscmotala.ac.in/pdf/Course%20Outcomes%20(COs)(CBCS).pdf https://sscmotala.ac.in/pdf/Course%20Outcomes%20(COs).pdf
Upload COs for all courses (exemplars from Glossary)	View File

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

In order to achieve the aforementioned learning objectives (PO, PSO, and CO) of the many programs offered in several departments at the undergraduate and graduate levels, ourmulti-faculty college conducts a large number of co-curricular, extracurricular, and extension activities. Both direct and indirect evaluation are used to evaluate the relevant program's course and program outcomes. Effective academic delivery, complemented by extracurricular activities for the students' overall growth, guarantees achievement. Assessment instruments: The university's external evaluation conducted during the final exams of the semester. Unit tests, tutorials, assignments, practicals, and seminars are all examples of indirect assessment. Additional resources that are used in laboratory-based courses include attendance, vivas, journal writing and timely submission, and teamwork. Projects, laboratory performance, and unit-test questions are created to satisfy COs. The format of assignments and unit-test questions is also the same. The indirect method of assessment also takes into account gathering student input via a questionnaire that provides insight into the delivery and curriculum throughout all years.

File Description	Documents
Upload any additional information	View File
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

103

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	https://sscmotala.ac.in/pdf/2.6.3.1-2-2023-24_Annual_Report.pdf

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://sscmotala.ac.in/pdf/2.7.1_2023-24_SSS.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	View File
e-copies of the grant award letters for sponsored research projects /endowments	View File
List of endowments / projects with details of grants(Data Template)	View File

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

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

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	View File
Supporting document from Funding Agency	View File
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

03

File Description	Documents
Report of the event	View File
Any additional information	View File
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

07

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

14

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

Plantation Drive at adopted village

The climate change demands a restoration of forest cover which manifests tree plantation at large scale. Students of the college undertook a massive programme of tree plantation at didola bk. Village adopted by the college and 500 saplings of various trees like Tamrind, Behada, Tulsi, Neemand, ritha etc were planted. All these trees are native, medicinal and well suited to our regional environment.

The Vrukshamitra Scheme

As suggested in the title the “The friends of trees” was launched by

the institute under which seedlings and saplings produced in the nursery of the college were distributed to students so that they can plant them and take care of the growing plants students learnt the importance of trees, their role in environmental conservation and aesthetics.

Ecofriendly Colour Preparation Workshop

The workshop organised for students was very effective as they were demonstrated to make colours from tree leaves flowers etc like Turmeric, beetroot, palash so that they may not adverse effect on the health of human beings. The objective of the workshop was to crate awareness among the students and make them business oriented by training them in the production of ecofriendly colours.

Eco Friendly Rakhi Competition

The ecofriendly Rakhi’s were made from sustainable materials like recycle d paper, natural fibres like jute cotton seeds, and other biodegradable materials. Through this competition student learnt the importance of conservation of ecosystem and utilization of natural materials.

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

01

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

14

File Description	Documents
Reports of the event organized	View File
Any additional information	View File
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

759

File Description	Documents
Report of the event	View File
Any additional information	View File
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

0

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	View File

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

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

02

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	View File
Any additional information	View File
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.

The college is spread over the 3.98 acres. It is well connected to around thirty villages in Motala taluka. Following facilities are available in our institution : Class Rooms : We have 12 classrooms, each equipped with comfortable desks, benches and black- boards, There are 05 well equipped laboratories for practical. Out of these, 2 laboratories are used for practical as well as theory classes. ICT as a Learning Resource : The college has provided 52 computers for

students and faculties. Every department has its own computing facilities to meet the curriculum needs. All departments are provided with a maximum bandwidth of 100 Mbps. Of this, we have 100 Mbps from BSNL provider. We intend to provide free unlimited Wi-Fi internet facility on our campus shortly. We have 02 ICT enabled classrooms, and these have LCD projectors, screens, internet connection and audio system. We have an electric generator for power backup. Learning Spaces: All departments of the Science are well-equipped. The College has well equipped laboratories and classrooms. The administrative block has sufficient number of spacious rooms. Classrooms (Total 12) of different capacities meet requirements of UG and PG students. Each classroom boasts of subtle and comfortable furniture, good ventilation and adequate light.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sscmotala.ac.in/pdf/4.1.1_24.pdf

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

The institution has adequate facilities for sports, games (indoor, outdoor) gymnasium, yoga-center and cultural activities. The institute played a proactive and supportive role in grooming students in sports and cultural activities. Infrastructural and instrumental facilities have been developed for extracurricular activities. Sports Activities :The college has adequate sports facilities. Students engage in games such as kho-kho, kabaddi, volleyball, weight lifting etc. Students practise for athletic events on the ground. The college is spread over more than 16106 square meter of campus which is used for various sport facilities. The institute has ground for several outdoor/indoor games. The college also promotes indoor games such as chess and carrom for mental fitness of students. Cultural Activities & Events: Students participate in the intercollegiate and University level Youth Festival. This provides them an opportunity to show their talent. Shivotsav is another platform for the large number of talented stuffs. It is an activity organized by our parent society Shri Shivaji Education Society, Amravati. All the institutions associated with the same participate in it. The birth anniversary of Dr. Panjabrao Deshmukh, the founder president of our society, is celebrated from 25th to 27th December every year as annual social gathering.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sscmotala.ac.in/pdf/4.1.2_24.pdf

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

0

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

3

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sscmotala.ac.in/pdf/4.1.3.%20ICT%20Classroom%20-%20Copy.pdf
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)

51.42

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

4.2 - Library as a Learning Resource

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

The central library of the college came into existence with the establishment of the college in the year 1990. Numerous students benifitted themselves by issuing books for curricular studies and competitive examinations.The reading hall of the library stands apart. It hasgood lighting and seating arrangement. Reading hall has a computer with internet / Wi-Fi access forthe students. It is well protected with CCTV security. Library at present provides services partially automated from the year 2015 with Soul 2.0 Library Management software. It is upgraded with OPAC since 2015 with SOUL automation Software with improvised user-friendly OPAC interface.

File Description	Documents
Upload any additional information	View File
Paste link for Additional Information	https://sscmotala.ac.in/pdf/4.2.1.%20Library%20information.pdf

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

E. None of the above

File Description	Documents
Upload any additional information	No File Uploaded
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)

4.01 Lakhs

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

13

File Description	Documents
Any additional information	No File Uploaded
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

The details of the IT facilities including Wi-Fi is as follows. Our Institute frequently updates its IT facilities including WiFi. A technician is outsourced as per requirement for the maintenance. The IT facilities are updated periodically as per the requirements. Related equipments are purchased as per the demands of the respective department i.e. advanced computers, printers, scanners, accessories, LCD projectors, screen, CCTV cameras, audio aids etc. All the procured IT infrastructure is kept a record of in the stock-book. Broadband internet connection is provided to the departments. The college has uninterrupted BSNL broadband internet connection facility available in the Administrative Office, IQACoffice, Central Library and YCMOU office. Wi-Fi router is installed in the administrative block. All the departments of science faculty are also Wi-Fi enabled. This facility is also at the disposal of the students.Computer laboratory is being used by the students ofcomputer scienceand commerce. In the institution, there are fifty-two computers and a laptop. Printers, scanners, projectors, CCTV Cameras, UPS inverter, generator, photocopy machine being the other allied hardware.Services of Authorized Library Management Software (SOUL 2.0), college automation software, admission management software and account management software are also availed.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sscmotala.ac.in/pdf/4.3.1.%20IT%20Facilities.pdf

4.3.2 - Number of Computers

54

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

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)

17.78

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

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

The infrastructure of our institute is adequate to provide a conducive atmosphere to achieve program outcomes. The laboratories of all core subjects are well equipped and maintained. Physical Maintenance and Utilization:

- **The college, IQAC, and CDC are constituted as per the rules and regulations to supervise the maintenance and utilization of physical and academic infrastructure.**
- **Various college committees are formed at the beginning of the session for the smooth working of institutional academic and administration work.**
- **The cleanliness and maintenance of the building committee, cycle stand and parking committee, and sports committee are formed to look after the maintenance of physical infrastructure facility.**

Academic Maintenance and Utilization:

- **The teaching-learning evaluation committee, college examination committee, educational tour and excursion committee, and timetable committee are formed in the beginning of the session.**
- **These committees organize meetings separately and decide policy matters in the maintenance and utilization of academic facility.**
- **The teaching-learning evaluation committee ensures the regular academic schedule as per the timetable.**

Support facility maintenance and utilization:

- **Library committee is formed for the purpose of maintenance and utilization of support facilities such as the internet etc.**
- **In addition to the above committee department of physical**

education and NSS unit are also involved in theutilization of facilitiessuch as games and sports facilities.

File Description	Documents
Upload any additional information	View File
Paste link for additional information	https://sscmotala.ac.in/pdf/4.4.2.%20Policy%20Documents.pdf

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

350

File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	View File
Upload any additional information	View File
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

00

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	https://sscmotala.ac.in/pdf/5.1.3.pdf
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

504

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

504

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

A. All of the above

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

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

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

22

File Description	Documents
Self-attested list of students placed	View File
Upload any additional information	View File

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

46

File Description	Documents
Upload supporting data for student/alumni	View File
Any additional information	View File
Details of student progression to higher education	View File

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

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

0

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

5.3 - Student Participation and Activities

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

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

12

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 university/state/national/international level (During the year) (Data Template)	View File

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

The students admitted to different programmes are given due representation on various academic and administrative bodies. Their representation at some places is supported by the provision made into Maharashtra Public Universities Act. The institution also has provided a good amount of representation to the students at its own level. Following are the bodies/committees where the students are given representation as College Development Committee, Internal Quality Assurance Cell (IQAC), Dr. Panjabrao Deshmukh Jayanti Utsav, N.S.S., N.C.C., Subjects Forums, Editorial Board of 'Shivarpan', Students' Welfare Committee, ICC, Anti Ragging committee, Student grievance committee etc. Since the students are the office bearers NSS, NCC and Subject Forums, they contribute a lot in organizing activities such as 1)Cleanliness a Tree plantation drive 2) Organization of various workshops and seminars 3) Patriotic song competition on the day of Independence as well as Bhausaheb Jayanti Utsav 4) Teachers' Day celebrations on 5th Sept5) Organization of elocution competition 6) Organization of 'Bhausaheb Jayanti Utsav' 8)Organization of expert talks guest lecture under various subject societies/Forums 9) Gender Sensitisation Programs 10) Health Checkup and blood donation Programme 11) Organize Sports, Cultural and Various Competitions. Thus the institution has given maximum representation to the students on various bodies.

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

27

File Description	Documents
Report of the event	View File
Upload any additional information	View File
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

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

Alumni any institute are its ambassador to the outer world the institute believes in maintaining its bond with its Alumni. Alumni association fosters the relationship between the alumni and the present students. It bridges the widening gap between the former students and the institute to keep them in touch with the present growth, development and also the challenges before the institute. At the same time, its role in organising socio cultural, educational and some other kinds of events in the college premises strengthen its relation with the institute passing off each day. The institute has registered alumni association as “Shri Shivaji Art’s, Commerce and Science College Alumni Association Motala, Dist. Buldhana” and its registration number is MH/269/22. Some alumni are employed in government services. They play an important role in academic and institutional development. institute conduct alumni meet.

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)	**B. 4 Lakhs - 5Lakhs**

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

Vision:

To develop the institute as a centre of higher learning ever abreast with the expanding horizon of knowledge in the field of Arts, Commerce & Science to facilitate the transformation of students into good human beings, responsible citizens & competentprofessionals.

Mission:

Shri Shivaji Arts, Commerce & Science College, Motala is committed to the mission of the parent body "Tamso-ma-Jyotirgamaya." The college has full-faith in its mission which will be producing intelligent, noble, tolerant, confident, courageous, self-radiant students who may prove themselves to be better and courteous countrymen of prosperousIndia.

Goals:

- **To provide educational opportunities to the socially & economically deprived sections particularly rural masses.**
- **To impart qualitative, value-based & Carrier-Oriented education for personality development of students.**
- **To develop physically, mentally & socially healthy students to enforce & build up healthy education.**
- **To create social awareness, health consciousness, civic responsibilities, leadership qualities & scientific attitude among the students to generate good citizens.**
- **To develop confidence, self-reliance, courage, sense of equity, equality & involvement in decision making process among the girl students.**
- **To enhance & conserve cultural, historical literal identity & heritage of Buldhana district the mother land of JIJAMATA**

File Description	Documents
Paste link for additional information	https://sscmotala.ac.in/pages/vision_mission.php
Upload any additional information	View File

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

1. Decentralization of administrative responsibilities: Principal as the head of the administrative office executes duties, responsibilities through the office staff by consisting various committees such as Purchase Committee, NSS, NCC Advisory Committee, Admission Committee, Library advisory Committee, Infrastructure Committee, Student Welfare Committee etc. these various committees are empowered to take active decision regarding initiative to making Quality in academic, administrative and Extension activities.

2. IQAC: The IQAC of the college is established as per NAAC guidelines as a representation and working mediator to various stakeholders like teaching, non-teaching staff, social workers, management, alumni entrepreneurs and students. The responsibility of seven criteria is entrusted to head of each criteria convener assisted with 2-3 actively participated staff member in implementation of decision making of quality initiatives reflected in respective criterion. Head of each criterion carries out the work which comes under their criteria and fulfills the work from the respective administrative committees.

File Description	Documents
Paste link for additional information	https://sscmotala.ac.in/pages/executive_committee.php
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 is affiliated to Sant Gadge Baba Amravati University, Amravati and the college has to follow the curriculum developed by the university according to rules regulations. At the beginning of academic session Academic Calendar Committee prepares the academic planning and every activity is carried throughout the session.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	https://sscmotala.ac.in/pdf/perspective_plans_2024_to_2029.pdf
Upload any additional information	View File

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

Executive committee: The Executive committee of the Parent institution takes policy decisions regarding academic and infrastructural development of the college. The Executive committee decides policy matters and takes key decisions including the recruitment, confirmation of the services, promotion and transfer of the employees. Thea various committees working under the surveillance of executive committee are Purchase, Finance and Accounting, Building Construction, Grievance, Academic Audit etc.

College Development Committee: According to the Maharashtra Public Universities Act 2016, the CDC is formed. It prepared an overall comprehensive development plan of the college regarding academic, administrative and infrastructural growth. It takes decision regarding to introduce new academic courses and the creation of additional teaching and administrative posts, policy to encourage and strengthen research culture, consultancy, collaboration and extension activities in the college.

Administrative Set-up: The Principal is the executive head of the institution. He is authorized to take decisions regarding academic, administrative and financial matters in accordance with the policy matters as per the rule and regulation of State Government and UGC. The Office Senior clerk is head and custodian of the college office which includes three sections- Establishment, Accounts and UGC, senior clerk, assistant and peons assist him.

The Internal Quality Assurance Cell: IQAC plans for development of quality parameters for the various academic and administrative activities. It monitors teaching, learning, evaluation and research promotion. It coordinates between the management, the principal, the staff and the students.

File Description	Documents
Paste link for additional information	https://sscmotala.ac.in/pages/executive_committee.php
Link to Organogram of the Institution webpage	https://sscmotala.ac.in/pages/cwm.php
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	View File
Screen shots of user interfaces	View File
Any additional information	View File
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

Teaching:

- **The parent institute Shri Shivaji Education Society, Amravati and the college has initiated several welfare measures for well-being of teaching and non-teaching staff.**
- **Welfare measures by the Institute The parent institution offered the job to one of the family members after the sudden death of the staff member in service as per government rule.**
- **Teaching and nonteaching staff is covered by Group Life Insurance.**
- **The college conducts on socially relevant issue like AIDS Drug awareness.**
- **Medical reimbursement: as per the guidelines of the university**

UGC medical reimbursement given to employees.

- Leaves: Leaves rule of the university are adhered to employees are granted leaves as per their entitlement.

Non-Teaching:

- The parent institute Shri Shivaji Education Society, Amravati and the college has initiated several welfare measures for well-being of teaching and non-teaching staff.
- Welfare measures by the Institute The parent institution offered the job to one of the family members after the sudden death of the staff member in service as per government rule.
- Teaching and nonteaching staff is covered by Group Life Insurance.
- Medical reimbursement: as per the guidelines of the university UGC medical reimbursement given to employees.
- Leaves: Leaves rule of the university are adhered to employees are granted leaves as per their entitlement.

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

Nill

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

1

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

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

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

10

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

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

Institution evaluates all teaching & non-teaching staff every year. An appraisal system evaluates faculty’s academic performance against a list of set objectives and it identifies SWOC of concerned

faculty. Through this system institution fulfils the goals and aims of the parent society.

The performance of each faculty member is assessed according to the Annual Self-Assessment by the Performance Based Appraisal System (PBAS). Promotions are based on the PBAS proforma for UGC Career Advancement Scheme (CAS) that is based on the API score which appear before screening cum selection committee. The institution undertakes a wide range of activities besides academics, for which faculty members are assigned additional duties and responsibilities. The Institute accords appropriate weightage for these contributions in their overall assessment. The faculty members are informed well in advance of their due promotion. The PBAS proforma filled by the Faculty Member is checked and verified by the HODs, followed by the Principal & IQAC office.

All non-teaching staff are also assessed through annual confidential report. The various parameters for staff members are assessed under different categories i.e., character, habit, talent, departmental abilities, capacity to do hard work, discipline, reliability, relations/co-operation with superiors, subordinates, colleagues, students and public.

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 has internal and external audit mechanism. The internal audit is conducted by the authorized Chartered Accountant, appointed by the management at the end of financial year. The audited reports are submitted to the joint director’s office by the end of the month of June. In every ten years for the external assessment is done by the competent government authority. The General Audit is also conducted by the Auditor General of the State, Nagpur region. The financial irregularities are pointed out by the auditor general and are settled as per the financial provisions.

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)

Nill

File Description	Documents
Annual statements of accounts	View File
Any additional information	View File
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

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

The institute has framed certain strategies for maintaining transparency in its audit process. It conducts internal and external financial audits regularly. The internal audit is conducted by the authorized Chartered Accountant, appointed by the management at the end of financial year. The audited reports are submitted to the joint directors' office by the endof the month of June every year. The external assessment is done by the competent government authority. The General Audit is also conducted by the Auditor General of the State, Nagpur region. The financial irregularities pointed out by the auditor general are settled as per financial provisions. Proper utilization of financial resources is planned at the beginning of every year.The expenses made for various heads are recorded properly and the income and expenditure statements of the Institute are subjected to regular internal and external audit.

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

IQAC committee is created with the consent of the governing body to oversee the assurance policies. Our college is committed to develop infrastructure, improving faculty competency and envisaging students learning. Parameters that increase the quality of the institution like innovations in teaching, workshops, conferences, FDPs, publications in journals etc. are considered after IQAC Committee approves them. The institution adheres to the syllabus proposed by the affiliating university for all streams. If followed meticulously, the program enables the student to start their careers be it in service or higher studies. The holistic and outcome-based programs prove to be the building blocks and measurable prospects and train students to ensure triumph in their chosen careers. Along with providing quality education, our college also makes sure that this education is useful to its student in whatever profession they wish to choose. The college leaves no stone unturned to improvise itself in its compliance to maintain the best qualityof education.

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

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

In the beginning of every session, IQAC holds a meeting with the faculty members headed by the Principal to discuss the admission process and its criteria. The IQAC takes initiative in forming the academic calendar for every academic session. Information regarding each course proves useful to decide the planning of teaching and learning for every chapter. The faculties of all the streams are aware of the syllabus and make sure that all the admitted students

fulfill the pre-requisites. In this view the college organizes bridge courses for the students opting a different stream. Later, an induction course is conducted for the entry year students by the IQAC that lets them know about the details of the college. Teaching was made interactive by using presentations, videos and other reference material and shared with students. Students responded warmly to this novel teaching approach. The college abides by its commitment to provide solutions for social, economic and emotional hardships faced by the students without any bias so that they develop curiosity in the subjects and devote their maximum attention to studies and excel in academics

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

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

B. Any 3 of the above

File Description	Documents
Paste web link of Annual reports of Institution	https://sscmotala.ac.in/pdf/2.6.3.1-2-2023-24 Annual Report.pdf
Upload e-copies of the accreditations and certifications	View File
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

Gender Sensitization:

- **Internal Complaints Committee (ICC) organizes various events including guest lectures to empower and support young minds in achieving their goals.**
- **The College celebrates International Women's Day in a grand manner and presents success stories of famous women to inspire the girl students and to make them understand their potential.**
- **The faculty of the college gets appreciated without gender bias. Women faculty are designated, based on their capabilities, as heads of the departments and conveners of various committees and perform their duties competently.**

Sr. No.

Name of Programme

Date of Programe

No. of Participants

1

Workshop on " Jagar Sri Shakticha"

16-18 October 2023

197

2

International Womens Day

7 March 2024

74

File Description	Documents
Annual gender sensitization action plan	https://sscmotala.ac.in/pdf/7.1.1%20Action%20Plan.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	https://sscmotala.ac.in/pdf/7.1.1%20(A)%20Specific%20facility%20for%20womens.pdf

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	**C. Any 2 of the above**

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

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

The waste is generated in college building and campus by all kinds of routine activities carried out that includes paper, foods, glass, metals, plastics, laboratory waste etc. Dustbins are placed in every administrative building, laboratory, classroom, rest room and library at different locations in the campus. The waste is separated at each level and source. Workers in each block confirms that the waste in each floor is collected after interval of time. The block sweeper in each floor collect, clean, isolate and compile the waste in the dustbins provided at each floor. The floor dustbins are emptied in movable containers provided for each block and biodegradable waste transferred to the Vermicompost bed of college for making eco-friendly organic fertilizers. Nonbiodegradable waste was transferred to dumping ground of Municipal Corporation, Motala and after treatment return to college and sale it.

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	View File
Geo tagged photographs of the facilities	https://sscmotala.ac.in/pdf/7.1.3%20Geotag%20photo%20of%20waste%20facility.pdf
Any other relevant information	View File

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus	**A. Any 4 or all of the above**

File Description	Documents
Geo tagged photographs / videos of the facilities	View File
Any other relevant information	View File

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows: **1. Restricted entry of automobiles** **2. Use of Bicycles/ Battery powered vehicles** **3. Pedestrian Friendly pathways** **4. Ban on use of Plastic** **5. landscaping with trees and plants**	**C. Any 2 of the above**

File Description	Documents
Geo tagged photos / videos of the facilities	View File
Any other relevant documents	View File

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

7.1.6.1 - The institutional environment and energy initiatives are confirmed through the	**B. Any 3 of the above**

following 1.Green audit 2. Energy audit 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	View File
Any other relevant information	View File

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	View File
Details of the Software procured for providing the assistance	View File
Any other relevant information	View File

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

The college is highly dedicated to endorse cultural harmonytowards

cultural, regional, linguistic, communal, socio-economic and other diversities to maintain an inclusive environment. Various cultural activities are conducted by the college and monitored by the cultural committee. It serves as a platform for enhancing and exposing the hidden talents and skills of the students in various fields. Students actively participate in various extra-curricular activities including annual gatherings, social awareness programs, tree plantation, elocution, quiz, rangoli competitions etc. Constitution day is celebrated sensitizing students about the Constitution of India and creating awareness about practicing social harmony.College has implementea code of conduct under which discipline is maintained in the campus. Uniform is mandatory for students of the college and staff which helps to maintain an inclusive environment. Department of Marathi organized activities to promote linguistic harmony like 'poetry writing' and conducted workshops on "creativity of poetry". The admission policy clearly states that equal opportunity shall be given to all candidates as per the UGC guidelines. Annual gathering is organized every year on the occasion of Dr. Panjabrao alias Bhausaheb Deshmukh's birth anniversary. It helps in enhancing leadership and inculcating a sense of responsibility.

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	View File
Any other relevant information	View File

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

College organized activities to create awareness for employees and students to inculcate values for being a responsible citizen. College conducted anti-ragging committee, formation of internal complaints committee, grievance redressal committee, discrimination against SC/ST Committee, etc. for looking into the issues of students and employees promptly.A blood donation camp gets organized in association with government blood bank to encourage students and staff to donate blood organized to make their contribution towards creating a shared value to the society. Tree plantation drive was organized by the Department of Botany, NSS and NCC to create interest in conservation of nature. Cleanliness drive was organized on the occasion of Sant Gadge Baba jayanti by NSS .National Voters Day celebrated at college on dated 25 January 2023to inspire and

aware students for voting.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	View File
Any other relevant information	View File

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

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	View File

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

Institute celebrate National and International commemorative days, events, festivals in the college with great enthusiasm every year in various ways. Through the celebration of these events, the students, teaching and non-teaching staff of this college get motivated to learn about tradition of personalities and their contribution towards the country.Some important events celebrated are International Ozone Day and International Science Day is celebrated every year by the Faculty of Science which organizes seminar, poster competition for students. International Yoga Day, 15th August Independence Day, every year the college celebrated event from 25 –

27 December Birth Anniversary of founder President of Society Dr. Panjabrao Alias Bhausaheb Deshmukh is celebrated. On this occasion different competitions, Blood donation camp, cultural activities were conducted. 26th January Republic Day is celebrated every year to commemorate the adoption of the Constitution. 8th March International Women's' Day is celebrated in the college every year. Celebration of birth anniversaries of Chatrapati Shivaji Maharaj Jayanti, Dr. Sarvapally Radhakrushnan Mahatma Gandhi & Lal Bahadur Shastri, Birth Anniversary Dr. Babasaheb Ambedkar, Lokmanya Tilak, Annabhau Sathe, Dr S.R. Rangnathan, Dr. Vikramsarabhai, Dr. A.P.J Abdul Kalam, Sardar Vallabhbhai Patel, Sant Gadge Baba, Pandit Jawaharlal Nehru, Mahatma Phule.

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

7.2 - Best Practices

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

I."CONNECT TO ENVIRONMENT THROUGH NATURE CLUB"

Objectives of the Practice:

- **Sensitize, motivate and educate students and staff about environmental conservation**
- **To create Awareness & interest of students about the conservation of nature and its resources.**
- **To encourage a more attentive and sensible attitude towards environmental problems.**
- **To inspire the youths to keep their surroundings green and clean by various methods.**
- **To create opportunities to learn and become better green leaders of tomorrow.**

II. Rainwater Harvesting And Artificial Recharge Of Groundwater On College Campus.

1) Objectives of the Practice:

- **To meet increasing demand of water and raise the underground water table**
- **Effective water augmentation, conservation and management**

2) The Context:

Our college has water harvesting like surface runoff harvesting and rooftop rainwater harvesting in which precipitation that falls on a site is diverted, captured and stored for use on site is diverted, captured and stored for use on site.

III. In-House fabrication of Experimental kits for students.

Objectives of the Practice:

- **To enhance the participation of students in experimental learning.**
- **To fabricate cost-effective experimental kits in the department.**
- **To facilitate students with basic training about electronic components handling. Designing, maintenance, etc.**
- **To save money from the departmental budget every year.**

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

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

The institute has been committed to delivering education to students from rural and economically weak backgrounds for three decades. Shri Shivaji Arts, Commerce & Science College Motala was established with the primary objective of Shri Shivaji Education Society, Amravati, bringing excellent and complete quality education to the last corner of rural communities. Institute commitment to the path shown by the founder President of Society Dr. Panjabrao Alias Bhausaheb Deshmukh is the main strength of our core values. Institution intends to

foster a privileged educational environment and infrastructure to facilitate access to quality education and integrate students into the mainstream. Our Institute collaborates with various organizations, institutes, and industries through active MOUs, enabling students to explore various aspects through visits/practicals, and guest lectures. Our institution is dedicated to enhancing education quality and implementing different methods to improve the teaching-learning atmosphere. The institution's ultimate goal is to educate, moral and social values and promote ethical behavior in students to become a good citizen. The college runs a Student Bank for financially backward students, offering loans without interest, enabling them to cover admission & examination fees, and other expenses. The college has introduced a "Certificate Course in Organic Farming" for students from agrarian families, emphasizing the need to reduce the use of chemical fertilizers and pesticides. Skill-based programs were organized for Women's Empowerment.

File Description	Documents
Appropriate web in the Institutional website	View File
Any other relevant information	View File

7.3.2 - Plan of action for the next academic year

- **To introduce PG courses in Arts and Science.**
- **To introduce Certificate Courses in College.**
- **To introduce skill-based courses.**
- **To organize industrial visits/Study Tours/Excursion.**
- **To organize co-curricular & extension activities.**
- **To create awareness and motivate students to participate in activities of environmental importance.**
- **To set up a well-equipped auditorium.**
- **To renovate & well-equipped laboratories.**
- **To Purchase equipment & increase the quantity of journals and purchase more books.**