

- Name of the Affiliating University: Rashtrasant Tukadoji Maharaj Nagpur University
- Name of the IQAC Co-ordinator : Dr.Neehal R. Sheikh
- Phone no. : 9922299893

Alternate phone no.0712-2286305

- Mobile:9423519856
- IQAC e-mail address: iqacsantaji@gmail.com
- Alternate Email address:neehalraza@gmail.com

3. Website address: www.santajicollege.ac.in

Web-link of the AQAR:http://santajicollege.ac.in/AQAR_2017_18.docx

4. Whether Academic Calendar prepared during the year?

Yes/No....., if yes, whether it is uploaded in the Institutional website: Yes

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1 st	B	70.90	2003-04	from: 03/05/2004 to: 02/05/2009
2 nd	B	2.50	2010-11	from:27/03/2011 to: 26/03/2016
3 rd	A	3.05	2016-17	from: 28/03/2017 to: 27/03/2022

6. Date of Establishment of IQAC: 15/08/2004

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
Green Audit	04/04/2018 to 06/04/2018	Participants - 22 Beneficiaries - 2000
ICT workshop	07/04/2018 to 30/04/2018	63
Programme on 'Awakening your Creative Mind'	14/10/2017 to 15/10/2017	63
Result oriented outreach programs (Swachchata Abhiyaan)	22/12/2017	260
Students' Health related camp	05/09/2017 to 07/09/2017	700

8. Provide the list of funds by Central/ State Government-

UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc. :

Nil

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: Yes

10. No. of IQAC meetings held during the year:02

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website.....

Yes

11. Whether IQAC received funding from any of the funding agency to support its activities during the year? Yes No ✓

If yes, mention the amount:

Year:

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

* Verification and conduct of Green Audit

* Organization of Faculty Development Program

* Organization of ICT Training Program

* Organization of One Day National Seminar on 'Indian Perspective of Infringement of Intellectual Property Rights'

* Conduct of Exhaustive and rigorous training program in preparation for competitive examinations for the students without charging any fees.

13. 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 conduct Green Audit	In accordance with the decision taken, Green Audit was conducted by Sustainability Solutions from 04/04/2018 to 06/04/2018. The audit was conducted strictly as per the prescribed International norms. A detailed report has been prepared and submitted with the evidence by the organizing agency.
To introduce novel career oriented courses	Certain novel career oriented courses, which are need based in nature, have been introduced. Besides Communicative English, Functional English has also been introduced in which the main thrust is upon soft skills and non-verbal communication which enjoys immense value in corporate sector. While designing the

	syllabus certain supplementary portion of contents of the syllabus is incorporated to present a broader view to the students.
To organize field visits, educational excursions	The college arranges field visits and educational excursions for students to places having academic importance. Relevant information has been imparted and the information contributed in enhancement of knowledge.
To organize outreach programmes	Extension activities were organized in association with local bodies and organizations. A blood donation camp was organized in association with LataMangeshkar Blood Bank. A workshop named 'Awaken Your Creative Mind' has been organized with Certified NLP Master Coach & Personal Development Specialist. Other outreach programs have also been organized.
To incorporate relevant changes in Career Oriented Courses	Certain need based changes have been made in the career oriented and skill based courses already in existence. Teaching through ICT has also been introduced in concerning courses. Experts have been consulted before incorporating the changes.
To work in collaboration with Alumni Association and Parents	The IQAC held separate meetings with Alumni Association and Stakeholders to ponder upon programmes and policies for the benefit and development of students.

14. Whether the AQAR was placed before statutory body? Yes /No: Yes

Name of the Statutory body: College Management Date of meeting(s): 08/09/2018

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

Yes/No: Yes (NAAC Peer Team Visit)

Date: 15/03/2017 to 17/03/2017

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2013-14 to 2017-18

Date of Submission: Last Submission 15/02/2018

17. Does the Institution have Management Information System?

Yes ✓

No

If yes, give a brief description and a list of modules currently operational.

(Maximum 500 words)

To make the procedure of library easy and user-friendly, following library functions are being carried out with the help of LIBMAN software:

1. Accession: The accession procedure of old and new books has been computerized with the help of LIBMAN software. Even journals and magazines have been brought under the digitalized accession procedure through LIBMAN.

2. Circulation: The details of books, journals and the magazines which have been issued to the faculty members and students and the issue return process is digitalized with the help of LIBMAN software.

3. OPAC: Library has Online Public Accession Catalogue. With the help of this catalogue the process of searching the books, journals and magazines has been simplified for the teachers and

students. They can search the books by just typing the names of writers, titles and publication. With the help of OPAC the access of books has been made convenient and user friendly.

4. Serial Control: With the help of Serial Control option in the LIBMAN, tasks which have been made easier are Categorizing the journal to take note of type and periodicity of journals, Allotment of Journal accession series, identification of subjects of the journals and locating news paper cuttings. It is also possible to generate reports of the journals and periodicals.

5. Bar Code Table and Spine Table Printing: With the help of LIBMAN the tasks of Bar Code Table and Spine Table Printing has been simplified. With the help of Bar Code Table and Spine Table Printing searching the books and journals has been made convenient.

6. Report Creation and Generation: All types of reports regarding the minute details of the books and journals can be created and generated. The process of creating and generating reports is simplified through LIBMAN.

7. Withdrawal: The books which have been extinct in terms of their utility to the users are withdrawn and the process of withdrawal of the books has been digitalized through LIBMAN.

8. Binding of books: The books which have been sent for binding and the books which have been bound are enlisted and the list of such books has been digitalized.

9. Newspaper Receipt: The list of subscribed and newly subscribed Newspapers and the newspapers received so far have been computerized.

To make the office and administrative process of the college transparent and fair following administrative works of the office have been digitalized:

1. Admission Procedure: Through digitalization process of Admission Procedure it is possible to access the detailed information of the student, class, fees structure, eligibility for scholarship, freeship and EBC.

2. Enrolment Procedure: The enrolment procedure of the students has been digitalized. It is possible for the students to know their enrolment numbers through computerized procedure.

3. The procedure of filling of university examination forms for regular and ex-students has been done online.

4. All the tasks regarding students concession, GOI Scholarship, EBC, Freeship, Scholarship to minority students have been digitalized.

5. Internal office accounting has been computerized.

6. Biometric machines have been installed to ensure regularity and punctuality of staff.

Part-B

CRITERION I – CURRICULAR ASPECTS				
1.1 Curriculum Planning and Implementation				
1.1.1 Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words				
<p>In the beginning of the session the syllabus, its unitization and pattern of question paper are explained by the teachers in detail. The utility, relevance and the intention behind the prescription of such a syllabus is also conveyed.</p> <p>Though the curriculum is prescribed by the University, the implementation is done in a student friendly and effective way. The curriculum is supplemented with additional information to make the students understand the relevance of the course prescribed. Use of CDs, DVDs, PPTs and prescription of concerning websites is done to ensure effective delivery of curriculum. Field visits and excursions and study tours are also undertaken to places of educational importance. Extra classes, remedial coaching and tutorial classes are also engaged to provide extra and effective teaching to students.</p> <p>The teachers prepare the schedule of portion of syllabus to be taught which is scrutinized and verified by the Head of Department and Principal. Feedback about effective teaching is collected from students. Teachers are deputed to attend workshop or seminar organized about the curriculum or syllabus whenever there are any changes.</p> <p>Educational CDs and DVDs are shown to the students for knowledge enrichment. Teaching through PPTs yield desired results. These methods help generate the interest of students. Regular Unit tests are held to confirm the preparation of students. Online and surprise tests are held to answer if desired portion of curriculum has been taught in a proper way.</p> <p>In tutorial classes and remedial courses, individual attention is given.</p> <p>The question papers of previous examinations are collected, scanned and given to students in soft copy for the purpose of reference. In this way paper is also saved as a Go Green initiative.</p>				
1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	Focus on employability/ entrepreneurship	Skill development
Functional English		01/08/2017	Apprenticeship and traineeship programs help the students in day-to-day conversation which helps them improve their communication skills.	Having effective communication skills ensures successful career. This boosts their self confidence and make them successful entrepreneurs.
Plant Tissue Culture		07/08/2017	Students who graduate with a certificate in Plant Tissue Culture can get employment in field of Agriculture and Food Science. Those seeking to work in plant biology can try for jobs like Food Science Technician, Plant Biochemist, Agriculture Manager, Plant	Students after completing the course get skilled in plant formation. They possess advanced understanding of structure of plants for personal career enhancement. They attained knowledge

			<p>Biotechnology Lab Technician and Plant Breeder. They can work in many fields including Farming, Industry and Agricultural Components. With the knowledge of Plant Tissue Culture one can set up a commercial laboratory and grow different varieties of improved crops, vegetables, ornamental plants and fruit plants which are disease free and resistant to environmental stress.</p>	<p>about highly specialized field of plant tissue culture to produce vigorous growth in less time. This course equips participants with the skills and knowledge to prepare tools, propagation materials and usage of a range of tissue culture propagation techniques, understanding about the appropriate growing environment and recording of propagation activities. They also get good knowledge about plant tissue culture media preparation and roles of media components for growth.</p>
Travel and Tourism		01/09/2017	<p>The vast career opportunities in tourism are explored. E-functional skills enable the students to access tailored resources so that they can prepare themselves independently.</p>	<p>Tourism is a fast growing industry. Many tourist spots are in existence in and around the city. By getting trained the students acquire qualities and skills like decision making, problem solving and nurturing respect for customers.</p>
Fashion Designing		02/09/2017	<p>Ideas about changing trends in fashion are imparted. The students are encouraged to anticipate designs and themes. Use of ICT is also done. Special sessions in confidence building are conducted. Ideas and suggestions are invited from the students to provide an outlet to creativity and novelty.</p>	<p>Students are taken to trade shows to exhibit different kinds of fabric. Training in selection of fabric, colour and accessories is imparted.</p>
Sericulture		02/01/2018	<p>Training is given on rearing of worms, mulberry</p>	<p>Skills are taught in Silk Work Rearing</p>

			cultivation and post-cocoon technology. Career opportunities are available in Government Research Centres, Silk Boards and other sectors.	and Disinfection & Hygiene. Techniques of vermi-composting for converting Sericulture Waste into manure are taught
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1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
-	-	-	-

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

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
Already adopted (mention the year): M. A. (English) I (2016-17), M.Com. I (2016-17)					

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

No. of Students	Certificate	Diploma Courses
62	Functional English	
33	Plant Tissue Culture	
39	Travel and Tourism	
72	Fashion Designing	
43	Sericulture	

1.3 Curriculum Enrichment

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

Value added courses	Date of introduction	Number of students enrolled
Yoga and Meditation	01/10/2017	80
Art of Living	01/10/2017	67

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
EVS	467
Population Education	60
Women's Cell	51
Computer Science related projects	16
Management related projects	21
Trade & Commerce related projects	51

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students	2) Teachers	3) Employers	4) Alumni	5) Parents
Yes	No	No	No	No

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

Feedback structured	Action taken		
A feedback session of final year students is organized in which suggestions are invited on issues like teaching-learning, types of programs and policies expected and to be framed, methodology, relevance of contents of the syllabus and types of extension activities.	An aptitude test was conducted as per the suggestions received during the feedback to know the inclination of the students towards the fields of their choice. Mock interview has also been conducted for confidence building. Special and rigorous Group Discussion sessions have been organized in coaching classes run by the college for preparation for competitive examinations. The focus of attention was on communication and extempore skills. Special practice sessions for better preparation for Group Discussion have been introduced.		
The teachers provide feedback regarding up-gradation and alterations, if needed in the prescribed syllabus.	The feedback is sent to the concerning authorities for further action.		
In the Parent Teacher and Alumni Association Meeting, it was suggested that the teachers from other institutes and sectors should be invited for imparting guidance.	Consequently, teachers and experts from other institutes, agencies and sectors were invited to deliver guest lecture for enhancement of knowledge.		
CRITERION II -TEACHING-LEARNING AND EVALUATION			
2.1 Student Enrolment and Profile			
2.1.1 Demand Ratio during the year			
Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B. A. I	220	242	220
B. A. II	120	120	120
B. A. III	120	48	48
B. Com. (Mar) I	120	125	120
B. Com. (Mar) II	120	55	55
B. Com. (Mar) III	120	38	38
B. Com. (Eng) I	120	140	131
B. Com. (Eng) II	120	81	81
B. Com. (Eng) III	120	75	75
BCA I	120	115	115
BCCA I	120	56	56
BCCA II	120	35	35
BCCA III	120	30	30
B.B.A. I	120	135	120
B.B.A. II	120	33	33
B.B.A. III	120	21	21
B. Sc. I (PCM)	220+20% = 264	300	248
B. Sc. I (C/S)			

B. Sc. I (CBZ)			
B. Sc. I (MicroBio)			
B. Sc. II (PCM)			
B. Sc. II (C/S)			
B. Sc. II (CBZ)	220+20% = 264	223	223
B. Sc. II (MicroBio)			
B. Sc. III (PCM)			
B. Sc. III (C/S)	120	88	88
B. Sc. III (CBZ)			
B. Sc. III (MicroBio)			
M. A. I	80	29	29
M. A. II	80	07	07
M. Com. I	80	74	74
M. Com. II	80	56	56

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2017-18	1867	166	17	--	08

2.3 Teaching - Learning Process

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

Number of teachers on roll	Number of teachers using ICT (<i>LMS, e-Resources</i>)	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
51	22	Internet, CDs, DVDs, LCD Projector, K-Yan, Computer lab with internet	06	01	Shodhganga, E-ShodhSindu, E-Journals, prescription of educational websites

		connection, Wifi			
2.3.2 Students mentoring system available in the institution? Give details. (maximum 500 words)					
<p>There is a box installed at the college for collection of submission of problems of the students regarding studies. The notes are minutely studied and the gravity of the problems is taken into account. Such students are called for counselling to find some solution. If the solution found does not seem to be satisfactory, they are chosen for being mentored. In some cases the nature of the problems is such that they will last longer, such students are taken care of, emotionally and psychologically, for a longer period depending upon the situation.</p> <p>Students are mentored inside and outside the classrooms. One teacher mentors five or six students regularly who need special attention and care. General Counselling and mentoring is done to all the students by the teachers as and when required. Certain students lagging behind in academics and emotionally disturbed students are identified by the class teachers and other teachers and such students are chosen for being mentored. In certain cases it has been found that brilliant students are sometimes emotionally disturbed and this can severely affect their academic grades. Such students are also invited for being counselled and mentored.</p> <p>Large amount of concentration is paid to students lagging behind in studies. The causes are explored and remedies suggested accordingly. The family background, problems and other factors are taken into account before reaching any conclusion. The process of discussion on problems is done privately, where two or three teachers are present and listen and point down the problems affecting the psyche of such students. It is completely ensured that the problems of the students remain confidential and intact. They are taken into confidence before holding the discussion. Parents and other family members are also invited sometimes in order to resolve the issues. In certain cases the students are brainwashed to disperse some fear or disorder. Continuous emotional support is extended to such students so that their confidence level and self-esteem can be kept high.</p>					
Number of students enrolled in the institution		Number of fulltime teachers		Mentor: Mentee Ratio	
2033		27		52:2033 (approximately 40 students per teacher)	

2.4 Teacher Profile and Quality				
2.4.1 Number of full time teachers appointed during the year				
No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
18	17	01	-	09
2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)				
Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowsh	

			<i>ip, received from Govern ment or recogni zed bodies</i>
-	-	-	-

2.5 Evaluation Process and Reforms

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

Programme Name	Programe Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year-end examination
B. A. I		Sem I	18/12/17	17/02/18
B. A. I		Sem II	11/07/18	10/08/18
B. A. II		Sem III	21/12/17	14/02/18
B. A. II		Sem IV	10/07/18	10/08/18
B. A. III		III Year	05/05/18	14/06/18
B. Com. (Mar) I		Sem I	10/11/17	20/12/17
B. Com. (Mar) I		Sem II	02/05/18	19/06/18
B. Com. (Mar) II		Sem III	11/11/17	02/01/18
B. Com. (Mar) II		Sem IV	05/05/18	19/06/18
B. Com. (Mar) III		III Year	31/03/18	04/06/18
B. Com. (Eng) I		Sem I	10/11/17	20/12/17
B. Com. (Eng) I		Sem II	02/05/18	19/06/18
B. Com. (Eng) II		Sem III	11/11/17	02/01/18
B. Com. (Eng) II		Sem IV	05/05/18	19/06/18
B. Com. (Eng) III		III Year	31/03/18	04/06/18
BCA I		Sem I	08/11/17	27/12/17
BCA I		Sem II	23/04/18	21/06/18
BCCA I		Sem I	30/10/17	15/12/17
BCCA I		Sem II	09/04/18	07/06/18
BCCA II		Sem III	02/11/17	15/12/17
BCCA II		Sem IV	12/04/18	07/06/18
BCCA III		III Year	31/03/18	07/05/18

B. Sc. I		Sem I	07/12/17	31/01/18
B. Sc. I		Sem II	11/06/18	25/07/18
B. Sc. II		Sem III	08/12/17	01/12/18
B. Sc. II		Sem IV	07/06/18	09/07/18
B. Sc. III		Sem V	02/12/17	19/01/18
B. Sc. III		Sem VI	06/06/18	26/06/18
B.B.A. I		Sem I	01/11/17	01/12/17
B.B.A. I		Sem II	27/04/18	29/05/18
B.B. A. II		Sem III	20/11/17	20/12/17
B.B. A. II		Sem IV	28/04/18	28/05/18
B.B.A. III		III Year	02/04/18	17/05/18
M. A. I (Eng)		Sem I	20/11/17	13/12/17
M. A. I (Eng)		Sem II	19/04/18	14/05/18
M. A. II (Eng)		Sem III	30/12/17	06/02/18
M. A. II (Eng)		Sem IV	18/05/18	19/06/18
M. Com. I		Sem I	01/11/17	01/12/17
M. Com. I		Sem II	09/04/18	17/05/18
M. Com. II		Sem III	22/12/17	20/01/18
M. Com. II		Sem IV	16/05/18	18/07/18

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

Continuous internal evaluation ensures consistency in delivery of effective performance. A review of teaching, preparation of students, services rendered to stakeholders, policies and programmes is done regularly to overcome any drawback. Suggestions are invited from teachers and stakeholders regarding the parameters of internal evaluation for the sake of improvement in services. Special attention is given to academic preparation of students.

The process of Continuous Internal Evaluation is slightly altered every year for the sake of improvisation. Besides conducting 4 Unit Test and 2 Preliminary Examinations, different types of tests are held. Teachers conduct online test, open book test and test through home assignments and library assignments. The evaluation is also done through surprise tests and viva voce. A record of the marks scored by students is maintained to know their readiness for the examination. When the tests are conducted it is also ensured how effectively the teacher has taught and completed the portion of the syllabus. Internal marks are awarded after verifying the level of involvement of their students in such tests and examinations.

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

The college prepares an Academic Calendar which is also published in the prospectus. Academic Calendar of the college contains all the formalities to be completed according to the schedule given. The academic calendar shows the schedule of the classes, details of Unit Tests and Preliminary Examinations and the days on which certain programs will be organized. The teaching of units of the syllabi is adjusted and completed accordingly. Unit tests are held as mentioned in the academic calendar to confirm the preparation of the students for the University Examination. Extension, Co-curricular Activities and outreach programs have also been included in the academic calendar. The schedule of NSS regular activities and special camp are also featured. The blood donation camp is held every year on 10th August to pay tributes to our founder President Late MLA ShriGovindraojiWanjari. This date is also included

and the blood donation camp is held accordingly. The dates of some programs is fixed while of some programs, it is decided as per the academic convenience of the college.

2.6 Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution

https://santajicollege.ac.in/2.6.1_Program_outcomes_program_specific_outcomes_and_course_outcomes.pdf

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
B. A. III		48	07	14.58
B. Com. (Mar) III		38	15	39.47
B. Com. (Eng) III		75	48	64
BCCA III		30	17	56.67
BBA III		21	13	61.90
B. Sc. III (PCM)		51	37	72.55
B. Sc. III (C/S)				
B. Sc. III (CBZ)				
B. Sc. III (MicroBio)				
M. A. II		07	01	14.29
M. Com. II		56	26	46.43

2.7 Student Satisfaction Survey

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

https://santajicollege.ac.in/2.7.1_Student_Satisfaction_Survey.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ College	-	-	-	-
Students Research	-	-	-	-

Projects (other than compulsory by the College)				
International Projects	-	-	-	-
Any other(Specify)	-	-	-	-
Total	-	-	-	-

3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)
One Day National Seminar on 'Indian Perspective of Infringement of Intellectual Property Rights'	CENACLE, a collaborative venture of three colleges being formed by signing an MoU& IQACs of SantajiMahavidyalaya, Nagpur, Dr. M. Wasnik PWS College, Nagpur and RKK College, Nagpur	25/04/2018

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

Title of the innovation	Name of the Awardee	Awarding Agency	Date of Award	Category
-	-	-	-	-

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

Incubation Centre	Name	Sponsored by
-	-	-

Name of the Start-up	Nature of Start-up	Date of commencement
-	-	-

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
-	-	-

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

Name of the Department	No. of Ph. Ds Awarded
Commerce	01

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

	Department	No. of Publication	Average Impact Factor, if any
National	Political Science	01	5.131
	Economics	01	5.131
	Home Economics	01	5.131
International	English	01	5.131

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International

Conference Proceedings per Teacher during the year	
Department	No. of publication
Commerce	04
Economics	02
English	03
Political Science	01
Home Economics	01

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

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citations

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

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self citations	Institutional affiliation as mentioned in the publication

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

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	2	31	8	11
Presented papers		4	2	
Resource Persons		2		

3.4 Extension Activities

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
Swachha Bharat Abhiyaan	NSS Department in association with NSS Department of University	15	172
Awareness Program on Judicious Use of LPG (SakhamLPG	NSS Department in association with Hindustan Corporation Limited	13	210

Clinic)				
AIDS Awareness Program	Department of Population Education in association with Women's Cell	08	80	
3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year				
Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited	
Blood Donation Camp	Letter of Appreciation	LataMangeshkar Medical Hospital and Blood Bank, Nagpur	60	
3.4.3 Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
NSS	NSS and Women's Cell	Cleanliness Drive in nearby areas under Swachha Bharat Mission	05	321
Women's Cell	Women's Cell and Population Education	Awareness Program on Legal Aspects of Gender Equality	04	506
NSS & NCC	NSS, NCC, Rotract Club and NMC, Nagpur	Collection of Nirmalya during immersion of Lord Ganesha	08	173
NSS	NSS Department in association with LataMangeshkar Blood Bank, Nagpur	Blood Donation Camp	10	60
NSS	NSS Department in association with Sickle Cell Association and Indira Gandhi Medical College and Hospital, Nagpur	Sickle Cell Awareness and Diagnosis Campaign	05	700

NSS	NSS Department in association with Nagpur Municipal Corporation	Swachchhata MOHUA App Awareness Program	07	325
Women's Cell & Population Education	Women's Cell in association with Population Education and NSS	AIDS Awareness Drive	05	260

3.5 Collaborations

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

Nature of Activity	Participant	Source of financial support	Duration
-	-	-	-

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	participant
Academic Activities	Inter-departmental activities	Institution: Dr.BabasahebAmbedkar College, DeekshaBhoomi, Nagpur Contact Details: Dr. R. S. Bagde, 9226487523	July, 2017 to March, 2018	103

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

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Department of Biotechnology and Botany of SantajiMahavidyalaya, Nagpur and Department of Botany, Institute of Science, Nagpur	27/04/2018	Organization of workshops, Short Term Training Courses, Conferences and other concerning academic activities.	Biotech - 111 students and 02 teachers Botany - 204 students and 02 teachers
Vinisoft Technologies, Nagpur	20/08/2017	To promote cooperation in the field of employment in Higher Education & to provide career oriented skill	No. of teachers - 03 No. of students - 56

		to students.				
CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES						
4.1 Physical Facilities						
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year						
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development				
-		-				
4.1.2 Details of augmentation in infrastructure facilities during the year						
Facilities	Existing		Newly added			
Campus area	2139 sq. mts.		-			
Class rooms	21		02			
Laboratories	10		01			
Seminar Halls	01		-			
Classrooms with LCD facilities	02		01			
Classrooms with Wi-Fi/ LAN	06		03			
Seminar halls with ICT facilities	01		-			
Video Centre	01		01			
No. of important equipments purchased (1-0 lakh) during the current year.	-		-			
Value of the equipment purchased during the year (Rs. in Lakhs)	-		-			
Others	-		-			
4.2 Library as a Learning Resource						
4.2.1 Library is automated {Integrated Library Management System -ILMS }						
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation			
LIBMAN	Fully		2010-11			
4.2.1 Library Services:						
	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	20,563	2883,862.5	340	79,650	20903	2,963,512.5
Reference Books	524	148,599.85	15	51,185	539	199,784.85
e-Books	-	-	-	-	-	-
Journals	19	218,696.8				218,696.8
e-Journals	-	-	05		05	-
Digital Database	02	106250				106250
CD & Video	512 (purchased and free)	21848.12	-	-	512 (purchased and free)	21848.12
Library automation	LIBMAN	31200	-	-	-	31200

Weeding (Hard & Soft)	4786	273820.77	-	-	4786	273820.77
Others (specify) ABRAR (For blind)	Audio Book Reader & Recorder	5050	-	-	01	5050
Magazines	13	63,303.2	13	12,980	26	76283.2
Miscellaneous Books	2258	350567.23	30	10000	2288	360567.23
Brails Script Books (Donated)			06		06	
Recorded Books			07		07	

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	70	48	66	03	-	10	08	2 mbps	04
Added	-	-	-	-	-	-	-	2 mbps	-
Total	70	48	66	03	-	10	08	2 mbps	04

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

VPN Connention (03 Modems) 2 mbpsMBPS /GBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Dr.Priya D. Wanjari	Communication Skills	Moodle Cloud	30/08/2017
Dr.Neehal R. Sheikh	Practical Classes	Moodle Cloud	30/08/2017
Dr.Shrikant M. Sontakke	Forts in Maharashtra	Moodle Cloud	30/08/2017
Mr. Mahesh Chonde	Unemployment	YouTube	12/04/2018

4.4 Maintenance of Campus Infrastructure					
4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year					
Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities		
-	-	-	-		
4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (<i>maximum 500 words</i>) (information to be available in institutional Website, provide link)					
https://santajicollege.ac.in/4.4.2_Procedures_and_policies_for_maintaining_and_utilizing_physical_academic_and_support_facilities.pdf					
CRITERION V - STUDENT SUPPORT AND PROGRESSION					
5.1 Student Support					
5.1.1 Scholarships and Financial Support					
	Name /Title of the scheme	Number of students	Amount in Rupees		
Financial support from institution		-	-		
Financial support from other sources					
a) National		-	-		
b) International		-	-		
5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,					
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved		
Training in Soft Skills	16/08/2017	29	Fine Tuning Inc.		
Remedial Coaching	01/07/2017	131	College Teachers		
Functional English	01/08/2017	62	Smt. Nisha Sharma, Trainer		
Yoga and Meditation	01/10/2017	80	Abhinav Yoga Mandal & Dr. Sanjay Khalatkar		
Art of Living	01/10/2017	67	Dr. Sanjay Khalatkar, Master Trainer		
Awaken Your Creative Mind	14th and 15th October 2017	63	Rohini Nair, Certified NLP Master Coach & Personal Development Specialist and Pratish Nair, Certified NLP Master Coach & Wealth Mastery Coach		
Revised Guidelines of NAAC for Assessment & Accreditation	15 th March, 2018	63	Dr. Urmila Dabir, IQAC Member and Panelist, NAAC Peer Team.		
5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive	Number of benefited students by Career	Number of students who have passed in	Number of students

		examination	Counselling activities	the competitive exam	placed
2017-18	Guidance and counselling	62	55	-	

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
-	-	-

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
01	58	00	01	12	00

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-18	07	B. A. III	Arts	Amit. D. Ingle	Preparing for Competitive Examinations
				R. G. Waghade	Preparing for Competitive Examinations
				Rupali S. Gaurkhede - Vasantnaik Govt. Institute of Arts and Social Sciences, Nagpur	M.A. (Economics)
				V. K. Sahare	Preparing for Competitive Examinations
				Ashwin D. Dhanorkar - City Binzani College, Nagpur	M. A. (Pol. Sci.)
				N. P. Lanjewar	Preparing for Competitive Examinations
				P. D. Patil	Preparing for Competitive Examinations
2017-18	14	B. Com. III (Mar. Med.)	Commerce	C. C. Lanjewar - Dr. Ambedkar Coll	M. Com. (Eng. Med.)

				ege, Nagpur	
				D. K. Goupale - DNC, Nagpur	M. Com. (Mar. Med.)
				D. D. Kalpe - DNC, Nagpur	M. Com. (Mar. Med.)
				G. D. Warhade - DNC, Nagpur	M. Com. (Mar. Med.)
				K. D Ashtankar - DNC, Nagpur	M. Com. (Mar. Med.)
				M. N. Bhausar	Competitive Examination Preparation
				P. A. Lakhote - DNC, Nagpur	M. Com. (Mar. Med.)
				R. S. Malewar - HDFC Bank, Nagpur	JOB
				R. W. Randive	Competitive Examination Preparation
				S. B. Bari - SantajiMahavidyalaya, Nagpur	M. Com. (Eng. Med.)
				S. A. Pasare - DNC, Nagpur	M. Com. (Mar. Med.)
				S. G. Chinchghare - DNC, Nagpur	M. Com. (Mar. Med.)
				S. D. Thawkar	Competitive Examination Preparation
				U. K. Halmare - DNC, Nagpur	M. Com. (Mar. Med.)
2017-18	03	B. Com. (C. A.) III	Commerce	H. C. Zade - Singarh Institute, Pune	M.B.A
				S. Bobade - SantajiMahavidyalaya, Nagpur	M. Com.
				S. Gaikwad - SantajiMahavidyalaya, Nagpur	M. Com.
2017-18	46	B. Com. III (Eng. Med.)	Commerce	Akash K. Raut - Green Heaven Management College, Nagpur	MBA
				Akash M. Wankhede - Hislop College	M. Com.
				Akashay K. Ambulkar - Real Institute of Management, Nagpur	MBA
				Aniket R. Nikhade - Priyadarshini College, Nagpur	MBA
				Ankita D. Hinge - SantajiMahavidyalaya	M. Com.

				laya, Nagpur	
				Ankita R. Khawale - R. S. Mundle College, Nagpur	M. Com.
				Arati H. Itankar - Dr.Ambedkar College, Nagpur	M. Com.
				Babita N. Chouragade - DNC, Nagpur	M. Com.
				Ganesh L. K apse - Priyadarshini College, Nagpur	MBA
				Irshad L Sheikh - R. S. Mundle College, Nagpur	M. Com.
				K. U. Kanfode	Preparing for Competitive Examinations
				Kshitij K. Indurkar - Dr. B. Ambedkar College, Nagpur	M. Com.
				Manoj K. Kamble	Preparing for Competitive Examinations
				Mayuri G. Pachghare - Kamla Nehru College, Nagpur	M. Com.
				Mona D. Barade - SantajiMahavidyalaya, Nagpur	M. Com.
				Nehal G. Hinge - SantajiMahavidyalaya, Nagpur	M. Com.
				Nihal K. Bhoyar	Preparing for Competitive Examinations
				Nisha P. Ghate - Dr. B. Ambedkar College, Nagpur	M. Com.
				Pranali V. Tumsare -Kamla Nehru College, Nagpur	M. Com.
				Priya A. Wade - DNC, Nagpur	M. Com.
				Priya S. Gaikwad - Dr.Ambedkar College, Nagpur	M. Com.
				Purva A. Dhoke - R. S. Mundle College, Nagpur	M. Com.
				Reshma A. Kureshi -Dr. B. Ambedkar College, Nagpur	M. Com.
				Roshani R. Malviya	Preparing for Competitive

					Examinations
				Ruri R. Umre - SantajiMahavidya laya, Nagpur	M. Com.
				Samiksha A. Harne -Dr. B. Ambedkar College, Nagpur	M. Com.
				Samiksha S. Lanje - Pune University, Pune	M. Com.
				Sanjay B. Nagmothe	
				Sannidhi S. Zanwar - Jambore Institute, Mumbai	GMAT Course
				Sayali R. Kachore - ICSI	CS
				Shilpa C. Yadao	Preparing for Competitive Examinations
				Shubham B. Thakre - Pune University, Pune	M. Com.
				Shubham J. Bokade	
				Shubham S. Khandal - DNC, Nagpur	MBA
				Shubham V. Musali - R. S. Mundle College, Nagpur	M. Com.
				Simran V. Dargan - ICAT	CA
				Sneha S. Chaple - SantajiMahavidya laya, Nagpur	M. Com.
				Snehal N. Ganorkar - SantajiMahavidya laya, Nagpur	M. Com.
				Sushant M. Joshi - MAC I nstitute	Web Designing Course
				Swapnil S. Nerkar - Green Heaven College, Nagpur	M. B. A.
				Umesh G. Tiwari - SantajiMahavidya laya, Nagpur	M. Com.
				Vaishali R. Chelani	Beauty parlour Course
				Venu S. Ashtankar - Dr. B. Ambedkar College, Nagpur	MBA
				Vicky M. Paliwal - Career	CDS

				Launcher Vivek V. Dhore - SantajiMahavidya laya, Nagpur	M. Com.
				Ganesh J. Gopnarayan - Dr. B. Ambedkar College, Nagpur	M. Com.
2017-18	13	B. B. A. III	Management	Akashy B. Bante	Preparing for Competitive Examinations
				Chaitali A. Mandve - Banking Solutions, Nagpur	Preparing for Competitive Examinations
				EleenW. Barnard	Preparing for Competitive Examinations
				Krutika N. Mahalle- PriyadarshiniColl ege,Nagpur	MBA
				Mrunali D. Jiwane	Preparing for Competitive Examinations
				Palash V. Dholekar - Sheila Raheja College of Management, Mumbai	MBA
				Pawan U. Dhote - Rahangdale Associates, Chandrapur	CA
				Ranjit N. Punde - TCS, MIHAN, Nagpur	JOB
				Rupa B. Harne	Preparing for Competitive Examinations
				Satish R. Amle	Preparing for Competitive Examinations
				Saurabh S. Mamarde - VaishnaviBahuUd deshiyaSanstha, N agpur	Insurance and Banking Classes
				Shrutika S. Arghode - Singhad College, Pune	MBA
				Swapnil V. Tumane - Axis Bank, Nagpur	JOB
2017-18	34	B. Sc. III	Science	VishakhaDhage - SewadalMahilaM ahavidyalaya, Nagpur	M. Sc. (Chemistry)

				DhanashreeWankhede - Central Institute of Business Management, Research and Development, Nagpur	MBA
				M. Khode	Preparing for Competitive Examinations
				KshamaTiple	Preparing for Competitive Examinations
				RituDarekar - Institute of Science, Nagpur	M. Sc. (Chemistry)
				ShwetaKanghatkar - Rajiv Gandhi BiotachnologyCentre, Nagpur	M. Sc. (BioTech)
				IndrayaniPachare - Unique Academy	MPSC Preparation
				JyotiVishwakarma - PGTD, RTMNU	M. Sc. (Zoology)
				SaurabhNinawe	Medical Representative
				SubhankarJha - Institute of Science, Nagpur	M. Sc. (Botany)
				Sonali U. Chawre - PGTD, RTMNU	Journalism
				VijayaK. Lanjewar	Banking Classes
				A. S. Mahendra	Preparing for Competitive Examinations
				RuchikaUikey - Ashutosh College of Paramedical Sicences/Ashutosh Vocational Training Centre, Nagpur	DMLT
				DhanpalChalakh	Preparing for Competitive Examinations
				H. Hemane	Preparing for Competitive Examinations
				K. G. Bopche	Preparing for Competitive Examinations
				K. S. Singh	Preparing for Competitive Examinations
				Komal V. Roy - Dr.Ambedkar	M.Sc. (Comp. Sci.)

			College, Nagpur	
			Kritika S. Lende - Reva Institute of Technology, Banglore	MCA
			Milind Marne	Preparing for Competitive Examinations
			M. M. Mohurle	Preparing for Competitive Examinations
			P. S. Bawankule	Preparing for Competitive Examinations
			P. A. Moharle- Utkarsh Micro Finance Bank, Ramtek	Credit Officer
			GunjanMajan	Preparing for Competitive Examinations
			PrashantThakre	Medical Representative
			R. P. Naik	Preparing for Competitive Examinations
			RamKrishanTiwa ri	Preparing for Competitive Examinations
			R. S. Bais	Preparing for Competitive Examinations
			V. Chimurkar - Ramdeobaba College of Engg. & Management	M. C. A.
			Ashish Y. Nimje	Preparing for Competitive Examinations
			Sakshi P. Dhote - Raisoni College, Nagpur	MCA
			SakshiBarde - Raisoni College, Nagpur	Dietician Course
			PragatiNanotkar	Preparing for Competitive Examinations
			SangramJamgade	Preparing for Competitive Examinations

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET	01	771758
SLET		
GATE		

GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services		
Any Other		

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

Activity	Level	Participants
Debate (Cultural)	Institutional	46
Rangoli (Cultural)	Institutional	60
Collage Making (Cultural)	Institutional	50
Poster Making (Cultural)	Institutional	50
Singing (Cultural)	Institutional	20
Group Dance (Cultural)	Institutional	10 teams
Essay Writing (Cultural)	Institutional	60
100 Meters Run (Sports)	Institutional	60
Shot-put (Sports)	Institutional	63
Discus-Throw (Sports)	Institutional	41
Rope Skipping (Sports)	Institutional	50
Pull-Ups (Sports)	Institutional	20
Cross Country	Inter-collegiate University Level	192

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
-	-	-	-	-	-	-

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

The Student Council and some other students are assigned specific responsibilities. They are given representations on academic and administration bodies like College Development Committee, IQAC, Student Welfare Committee and Nature Club. Their views are sought and taken into consideration while framing and designing the programs and policies. The organizing committee formed for organization of cultural activities mainly Unnati - An intercollegiate mega cultural event has many students. The committee formed for NSS, NCC and other extension activities has student representatives. 3 students from Students' Council have a key role in cleanliness committee. The entire Students' Council has been assigned the responsibility of Discipline Committee with some teachers. A student is appointed 'Student Ambassador' for creating awareness about casting of vote. 02 college students have been deputed as media-persons to prepare news of all programmes held. College students have been nominated to participate in Students' Parliament organized by MIT, Pune.

5.3 Alumni Engagement

5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

The college has a registered Alumni Association. The alumni members are well placed and working on dignified positions. Some of them are working abroad as well. They are always eager to extend help and cooperation to the college as and when required. They also contribute in organization of

<p>programmes and activities. They extend financial help to poor and needy students. They come forward to render guidance about the job opportunities and the kind of course student ought to pursue. In vital outreach programmes such as cleanliness drive in nearby or rural areas, Awareness Rallies and Tree Plantation Drive. They are invited as counsellors. They not only guide the students but become a part and parcel of decision making. They offer all kinds of possible assistance at actual site when such outreach programmes are organized. Many important and useful items like water cooler, computer, ceiling fan, racks and bicycles have been donated by them.</p> <p>Some of the alumni members are good sportspersons. They also spare some time to impart practice and training to college players. The alumni members working in fields like police, teaching, banking are invited for a 'Talk Show'. Their speeches and interactive sessions provide motivation to the students.</p>
5.3.2 No. of registered enrolled Alumni:
452
5.3.3 Alumni contribution during the year (in Rupees) :
Rs. 85,000/- (In the form of donations like Computers, Bicycles, Ceiling Fans, Financial Help to Needy Students, books and stationary)
5.3.4 Meetings/activities organized by Alumni Association :
Yes
CRITERION VI –GOVERNANCE, LEADERSHIP AND MANAGEMENT
6.1 Institutional Vision and Leadership
6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)
Decentralization of power and recognition to viewpoints of all is one of the basic principles of the vision of the college. Though Principal is the head of the institution, separate faculty in-charge is appointed for each faculty for the sake of smooth functioning and proper channelization of authority to be used. The faculty in-charge looks after the availability of teachers, regular engagement of lectures, use of ICT by faculty, collection of feedback, categorywise admission of students and attendance of students. Even when a student applies for cancellation of admission after the commencement of session, he/she has to meet faculty-in-charge and he too counsels them and only then the final decision is reached. Program officers of different extension activities enjoy complete freedom and they chalk out the programs and policies. The class teachers have been authorized to take a fair amount of decision with regard to their respective classes.
6.1.2 Does the institution have a Management Information System (MIS)? Yes/No/Partial:
Partial
6.2 Strategy Development and Deployment
6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):
<ul style="list-style-type: none"> ❖ Curriculum Development- The curriculum is prescribed by the university. The subject teachers design certain activities related to the context of the syllabus. Activities like field visits, educational excursions, guest lectures and assignments are organized to make the curriculum interesting. In the beginning of the session the relevance of curriculum is explained and the methodology is conveyed. ❖ Teaching and Learning - Efforts are made to make the process of teaching and learning

<p>absorbing. Novel techniques are clubbed with traditional way of teaching. Use of ICT is another feature of Teaching Learning Process at the college. The college has smart classroom and equipments like LCD and K-Yan to provide effective teaching to students.</p>
<p>❖ Examination and Evaluation - Each subject teacher conducts minimum four unit tests. Preliminary examination is held twice in an academic session, owing to the introduction of semester system. The tests of different types like multiple choice questions tests, open book tests and surprise tests are conducted to evaluate the level of preparation of the students.</p>
<p>❖ Research and Development - The college has an active Research Committee. The committee takes a regular review of progress in research done by teachers. It also takes note of the progress report of those pursuing research for Ph. D. The committee encourages the teachers to pursue research and inculcate similar tendencies among the students. The college is a recognized research centre for Ph. D. work in two subjects - English and Commerce.</p>
<p>❖ Library, ICT and Physical Infrastructure / Instrumentation - The library is well equipped and has a large amount of books covering all the subjects. Book on competitive examination and subjects of interdisciplinary nature are also available. A large reading room is a part of the library. The college has smart classroom, LCD, Computer lab with free internet connection, K-Yan. The college has gymnasium, labs and rest room.</p>
<p>❖ Human Resource Management - The college has an active Placement Officer who looks after the matters, pertaining to Human Resources. He works in association with Career and Counselling Cell and the department responsible for running training course for competitive examinations. The Placement Officer is in regular contact with companies like Smart Skill Tech Pvt. Ltd., Bajaj Allianz General Insurance Co. Ltd., HDFC Bank, Tata Consultancy Services, Tsecond Generation Technology Private Limited, MEZPA, Corning India, Mahindra Finance, PePBiz and Eureka Forbes where students of the college can be placed. Regular display of advertisement for posts is also done.</p>
<p>❖ Industry Interaction / Collaboration - The college has signed an MoU with Vinisoft Technologies to promote cooperation in the field of employment in higher education and to provide Career oriented skill to students who are interested in directly entering the workforce and provide contracted training for local employers. Vinisoft Technologies, Nagpur shall support the student and teacher communities through workshops and students internship and training and to help the students of the college in getting employment in relevant industries.</p>
<p>❖ Admission of Students - The students are granted admission in the most fair manner. Admission is given according to merit order and the norms of reservation are carefully implemented and followed. The merit list is displayed and a certain data for admission is given. The process of spot admission is initiated only after the date of admission for meritorious students has expired. The admission process is fully computerized.</p>
<p>6.2.2 : Implementation of e-governance in areas of operations:</p>
<p>❖ Planning and Development: The planning and development is reflected in the academic calendar prepared by the institute every year. The academic calendar is available on the college website. All the teachers and Programme Officers of extension activities get assembled in a joint meeting and read out their activity schedule. All the activities are assimilated to form the academic calendar.</p>
<p>❖ Administration: All the administration related functioning has been computerized and digitalized. Admission process, scholarship and freship applications, details of examination</p>

forms, generations of admission cards, preparation of identity cards and all information related to AISHE have been computerized. Computerization and digitization has helped in hazzle free functioning and transparent transactions.

❖ Finance and Accounts: The finance and accounts have been computerized. Payments are done online or through RTGS. All the details of income and expenditure have been computerized. Collection of fees, generation of receipts, online transfer of scholarship and freship amount is done. All the details of the grants and other financial matters have been digitalized.

❖ Student Admission and Support: The admission of students has been computerized. All the details of the students are fed and a database is created for easy access to information. This process provides a transparent look. Support services like scholarship, freship and EBC are computerized. The data for enrolment and examination related information are sent online. The admission cards for examinations are generated and printouts are distributed to students.

❖ Examination: In certain subjects, online tests are conducted. The teachers of Computer Science help the teachers in conducting such kind of tests. The examination question papers are received online.

6.3 Faculty Empowerment Strategies

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

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
-	-	-	-	-

6.3.2 Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	Awaken Your Creative Mind	Awaken Your Creative Mind	14-15 October, 2017	51	12
2017-18	Workshop on ICT	Workshop on ICT	07/04/2018 to 30/04/2018	51	12

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Short Term Course in Research Methodology	03	28/08/2017-02/09/2017

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary

17	17	10	10
6.3.5 Welfare schemes for			
Teaching	Santaji Employees' Credit Cooperative Society, Teachers' Welfare Fund		
Non teaching	Santaji Employees' Credit Cooperative Society		
Students	Bajaj Allianz Student Insurance, Scholarship, Freeship, EBC, SwadharYojana		
6.4 Financial Management and Resource Mobilization			
6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)			
The college conducts internal and external audit of the college accounts and expenses. The external audit is conducted by CA DeshmukhShende and Company, Nagpur. The audited report has already been submitted to the Assistant Charity Commissioner, Nagpur. The audit at internal and external level provides accuracy of details and a clear and transparent picture of financial transactions. The accounts are maintained regularly and in accordance with the prescribed act and rules. It is verified that the receipts and disbursements match with one another. In the internal and external audit the cash balance is physically verified.			
6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)			
Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.		Purpose
-	-		-
6.4.2 Total corpus fund generated Nil			
6.5 Internal Quality Assurance System			
6.5.1 Whether Academic and Administrative Audit (AAA) has been done?			
Audit Type	External		Internal
	Yes/No	Agency	Yes/No Authority
Academic	No		Yes College teachers
Administrative	No		Yes College teachers and non-teaching staff
6.5.2 Activities and support from the Parent – Teacher Association (at least three)			
Participation in Counselling, Organization of Outreach Program, cooperation in Sickle Cell Detection Camp			
6.5.3 Development programmes for support staff (at least three)			
Awaken Your Creative Mind, Orientation Program on New Guidelines for NAAC, ICT Workshop			
6.5.4 Post Accreditation initiative(s) (mention at least three)			
6.5.5			
a. Submission of Data for AISHE portal	: (Yes /No)	Yes	
b. Participation in NIRF	: (Yes /No)	No	
c. ISO Certification	: (Yes /No)	No	
d. NBA or any other quality audit	: (Yes /No)	No	

6.5.6 Number of Quality Initiatives undertaken during the year				
Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from--- --to-----)	Number of participants
2017-18	Green Audit	04/04/2018 to 06/04/2018	04/04/2018 to 06/04/2018	Participants - 22 Beneficiaries - 2000
	Orientation Program on New Guidelines for NAAC	20/03/2018	20/03/2018	63
	ICT Workshop	07/04/2018 to 30/04/2018	07/04/2018 to 30/04/2018	63
	Awaken Your Creative Mind	14/10/2017to 15/10/2017	14/10/2017to 15/10/2017	63

CRITERIONVII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

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

Title of the programme	Period(from-to)	Participants	
		Female	Male
Awareness Drive on Gender Equality - A blessing	1st and 2nd December, 2017	72	69

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:
Percentage of power requirement of the College met by the renewable energy sources

Use of Solar Energy, wastage of water is avoided, Water Harvesting, Waste water is used for watering the plants.

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	02
Provision for lift	Yes	-
Ramp/ Rails	Yes	02
Braille Software/facilities	Yes	01
Rest Rooms	Yes	02
Scribes for examination	Yes	01
Special skill development for differently abled students	Yes (ABRAR)	02
Any other similar facility	-	-

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2017-18	Tree Plantation Drive	04	02/10/2017 03 Hours	Tree Plantation Drive on the	Nature Friendly Measure	132

				occasion of Gandhi Jayanti		
	Cleanliness Drive	02	06/09/2017 & 21/12/2017 02 Hours on each day	Swachcha Bharat Abhiyaan	Removal of Waste material	326
	Awareness program on legal aspects of Gender Equality	01	22/01/2018 03 Hours	Gender Equality	Awareness about rights of girls and women	510
	Nirmalya Collection	01	05/09/2017 08 Hours	Pollution free lakes and rivers	To stop spreading of pollution due to nirmalya and saving of aqua life.	181
	Blood Donation Camp	01	10/08/2017 04 Hours	Blood Donation	Blood donation camp organized to help needy patients	70
	Sickle Cell Detection Camp	01	05/09/2017 to 07/09/2017 07 Hours on each day	Sickle Cell Awareness and Diagnosis Camp	Detection of Sickle Cell affected people	705
	Swachchata MOHUA App	01	22/12/2017 01 Hour	Swachchata MOHUA App Awareness Program	App downloaded under Swachcha Bharat Abhiyaan	332
	AIDS Awareness	03	01/12/2017 to 03/12/2017 02 Hours	AIDS Awareness Drive	Spreading information about the dreaded disease	265

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
-	-	-

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-----to-----)	Number of participants
Guidance on Values and ethics imparted in NSS Special Camp	01/10/2017 to 07/10/2017	150

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)
Green Audit, Water Harvesting, Tree Plantation Drive, Projects on Nature related issues in EVS, Use of Solar Energy, Use of waste water for watering the plants, nurturing of indoor plants.
7.2 Best Practices
Describe at least two institutional best practices Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
http://santajicollege.ac.in/7.2_Best_Practices.pdf
7.3 Institutional Distinctiveness
Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust Provide the weblink of the institution in not more than 500 words
https://santajicollege.ac.in/7.3_Institutional_Distinctiveness.pdf

8.Future Plans of action for next academic year (500 words)

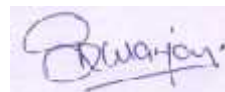
- Online feedback to be collected.
- Introduction of novel and need based training programmes.
- Introduction of financial assistance to students of open category and those who do not have caste certificate.
- Organization of State/University level NSS Camp.
- Organization of national level conference which can be multidisciplinary in nature.
- Organization of skill based competitions through exhibitions/presentations.
- Organization of Awareness Programme on Intellectual Property Rights.
- Exchange activities through MoU or Linkages.
- Institute - Academia and Institute - Industry linkage.

Name: *Dr.NeehalRaza Sheikh*



Signature of the Coordinator, IQAC

Name *Dr.Priya Dinesh Wanjari*



Signature of the Chairperson, IQAC

Abbreviations:

CAS	-	Career Advancement Scheme
CAT	-	Common Admission Test
CBCS	-	Choice Based Credit System
CE	-	Centre for Excellence
COP	-	Career Oriented Programme
CPE	-	College with Potential for Excellence
DPE	-	Department with Potential for Excellence
GATE	-	Graduate Aptitude Test
NET	-	National Eligibility Test
PEI	-	Physical Education Institution
SAP	-	Special Assistance Programme
SF	-	Self Financing
SLET	-	State Level Eligibility Test
TEI	-	Teacher Education Institution

For Communication with NAAC

The Director

National Assessment and Accreditation Council (NAAC)

(An Autonomous Institution of the University Grants Commission)

P. O. Box. No. 1075, Nagarbhavi

Bengaluru - 560 072

Phone: +91-80-2321 0261/62/63/64/65

Fax: +91-80-2321 0268, 2321 0270

E-mail: director.naac@gmail.com

Website: www.naac.gov.in