



## YEARLY STATUS REPORT - 2021-2022

### Part A

#### Data of the Institution

|  |  |                              |
|--|--|------------------------------|
| <b>1.Name of the Institution</b>                     |  | <b>SANTAJI MAHAVIDYALAYA</b> |
| • Name of the Head of the institution                | <b>Dr. Priya D. Wanjari</b>  |                              |
| • Designation  | <b>Principal</b>   |                              |
| • Does the institution function from its own campus? | <b>Yes</b>   |                              |
| • Phone no./Alternate phone no.                      | <b>07122283953</b>   |                              |
| • Mobile no  | <b>9158227444</b>  |                              |
| • Registered e-mail                                  | <b>santajicollege@gmail.com</b>  |                              |
| • Alternate e-mail                                   | <b>santaji_it7@yahoo.com</b>   |                              |
| • Address  | <b>Pt. Jawaharlal Nehru Marg,<br/>Chhatrapati Square, New Sneh<br/>Nagar</b> |                              |
| • City/Town  | <b>Nagpur</b>  |                              |
| • State/UT   | <b>Maharashtra</b>   |                              |
| • Pin Code   | <b>440015</b>  |                              |
| <b>2.Institutional status</b>                        |  |                              |
| • Affiliated /Constituent                            | <b>Affiliated</b>  |                              |
| • Type of Institution                                | <b>Co-education</b>  |                              |
| • Location   | <b>Urban</b>   |                              |

|  |   |                |                             |               |             |
|--|---|----------------|-----------------------------|---------------|-------------|
| • Financial Status   | UGC 2f and 12(B)  |                |                             |               |             |
| • Name of the Affiliating University   | Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur  |                |                             |               |             |
| • Name of the IQAC Coordinator   | Dr. Neehal R. Sheikh  |                |                             |               |             |
| • Phone No.  | 07122286305   |                |                             |               |             |
| • Alternate phone No.  | 07122283953   |                |                             |               |             |
| • Mobile   | 9922299893  |                |                             |               |             |
| • IQAC e-mail address  | iqacsantaji@gmail.com   |                |                             |               |             |
| • Alternate Email address  | santajicollege@gmail.com  |                |                             |               |             |
| <b>3.Website address (Web link of the AQAR (Previous Academic Year)</b>  | <a href="https://santajicollege.ac.in/AQAR_2020_21.pdf">https://santajicollege.ac.in/AQAR_2020_21.pdf</a>                           |                |                             |               |             |
| <b>4.Whether Academic Calendar prepared during the year?</b>   | Yes   |                |                             |               |             |
| • if yes, whether it is uploaded in the Institutional website Web link:  | <a href="https://santajicollege.ac.in/Academic_Calendar_2021_22.pdf">https://santajicollege.ac.in/Academic_Calendar_2021_22.pdf</a> |                |                             |               |             |
| <b>5.Accreditation Details</b>   |   |                |                             |               |             |
| Cycle  | Grade   | CGPA           | Year of Accreditation       | Validity from | Validity to |
| Cycle 1  | B   | 70.90          | 2004                        | 03/05/2004    | 02/05/2009  |
| Cycle 2  | B   | 2.50           | 2011                        | 27/03/2011    | 26/03/2016  |
| Cycle 3  | A   | 3.05           | 2017                        | 28/03/2017    | 27/03/2022  |
| Cycle 4  | B++   | 2.84           | 2023                        | 10/01/2023    | 09/01/2028  |
| <b>6.Date of Establishment of IQAC</b>   |   |                | 15/08/2004                  |               |             |
| <b>7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,</b> |   |                |                             |               |             |
| Institutional/Department /Faculty  | Scheme  | Funding Agency | Year of award with duration | Amount        |             |
| N. A.  | N. A.   | N. A.          | N. A.                       | 00            |             |
| <b>8.Whether composition of IQAC as per latest</b>   |   |                | Yes                         |               |             |

|   |                           |  |
|---|---------------------------|--|
| <b>NAAC guidelines</b>  |                           |  |
| <ul style="list-style-type: none"> <li>• Upload latest notification of formation of IQAC</li> </ul>   | <a href="#">View File</a> |  |
| <b>9.No. of IQAC meetings held during the year</b>  | <b>4</b>                  |  |
| <ul style="list-style-type: none"> <li>• Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?</li> </ul>  | <b>Yes</b>                |  |
| <ul style="list-style-type: none"> <li>• If No, please upload the minutes of the meeting(s) and Action Taken Report</li> </ul>  | No File Uploaded          |  |
| <b>10.Whether IQAC received funding from any of the funding agency to support its activities during the year?</b>   | <b>No</b>                 |  |
| <ul style="list-style-type: none"> <li>• If yes, mention the amount</li> </ul>  |                           |  |
| <b>11.Significant contributions made by IQAC during the current year (maximum five bullets)</b>   |                           |  |
| Organization of Faculty and Student Exchange Programme with Yashoda Girls' Arts & Commerce College, Nagpur on 30th June 2021 to 5th July 2021   |                           |  |
| Organization of 'National Level Faculty Development-cum-Orientation Programme on Assessment and Accreditation Process of NAAC', a Joint Venture of Internal Quality Assurance Cells of Santaji Mahavidyalaya, Nagpur, Yashoda Girls' Arts & Commerce College, Nagpur, J. M. Patel Arts, Commerce & Science College, Bhandara, Dharampeth M. P. Deo Memorial Science College, Nagpur, Mahila Mahavidyalaya, Nagpur, Dr. M. K. Umathe College, Nagpur, Bar. Sheshrao Wankhede College of Arts & Commerce, Khaparkheda from 20th to 27th September, 2021 |                           |  |
| Organization of Online Faculty Development Programme on "Professional Ethics' on 30th May, 2022 by the IQACs of Santaji Mahavidyalaya, Nagpur, M. P. Deo Memorial Dharampeth Science College, Nagpur, J. M. Patel Arts, Commerce and Science College, Bhandara, Dr. M. K. Umathe Arts and Commerce College, Nagpur, Bar. Sheshrao Wankhede Arts and Commerce College, Khaparkheda and Mahila Mahavidyalaya, Nagpur  |                           |  |

Organization of One Day State Level Online Seminar on 'Reflexology: An Alternative Theory as a Career Opportunity and Life skill' by IQACs and Placement Cells of Santaji Mahavidyalaya, Nagpur, Dharampeth M.P.Deo Memorial Science College, Nagpur, J. M. Patel Arts, Commerce and Science College, Bhandara, Dr. M. K. Umathe Arts and Commerce College, Nagpur, Bar. Sheshrao Wankhede Arts and Commerce College, Khaparkheda ,Nagpur for teachers, Non-teaching staff and Students' on 06th Aug 2021.

Conduct of Green Audit.

**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  |
|---|--|
| <p>Online mode of teaching has to be continues till the pandemic situation grows normal and directions are received from the concerning authorities</p> | <p>Online mode of teaching has been continued because of the pandemic situation till instructions received from university and state administration.</p>   |
| <p>The achievements of alumni and faculty should be highlighted.</p>  | <p>Mr. Nitin Bangade, a proud alumni of the college was invited to motivate the students in the online Induction Program. Dr. Sudha Ramachandra was facilitated for her research paper being selected by the World Health Organization.</p>  |
| <p>More number of research candidates must be enrolled</p>  | <p>The meeting of Research Advisory Committee was called and all the research scholars made their presentations. As per the recommendations of the Research Advisory Committee all the required changes were incorporated into the synopsis and submitted to the university for further process. 5 research scholars were registered in English, 6 in Commerce and 1 in Business Economics during the session.</p> |
| <p>Fire extinguishers and boards have been installed at appropriate places.</p>   | <p>The members of IQAC personally visited and confirmed that the fire extinguishers and boards were installed at appropriate places. The members were satisfied with the boards installed at all important places.</p>   |
| <p>The college should try to have research funds for social responsibilities</p>  | <p>A proposal for National Level Seminar sponsored by ICSSR was prepared and submitted. Dr. Priya Wanjari said that the theme chosen was a social issue</p>  |

|  |   |
|--|---|
|  | in line with the 75 years of independence.  |
| More number of student oriented and student centric activities need to be organized. | In addition to the prescribed curriculum, Career Oriented Certificate Course have been run in Human Rights, Rural Development, Local History of Nagpur, Cyber Security, Herbal Plants and Stress Management. These Career Oriented Certificate Courses have been approved by Department of Lifelong Learning and Extension. A National Online Certificate Course in Shakespeare Studies has been organized in association with three other colleges and Shakespeare Society of Central India. A certificate course on Garment Manufacturing approved by Maharashtra State Board has been implemented to sharpen the employability skills of the students. |
| The academic and other activities organized must aim at contribution to society.     | A National Level Faculty Development -cum-Orientation Program on 'Assessment and Accreditation Process of NAAC has been held through online mode from 20th to 27th September, 2021. Seminars and webinars have been organized at national and international platform.   |
| <b>13. Whether the AQAR was placed before statutory body?</b>                        | <b>Yes</b>  |
| <ul style="list-style-type: none"> <li>Name of the statutory body</li> </ul>         |   |
| <b>Name</b>  | <b>Date of meeting(s)</b>   |
| <b>College Development Committee</b>   | <b>10/10/2022</b>   |

**14. Whether institutional data submitted to AISHE**

| Year    | Date of Submission |
|---------|--------------------|
| 2021-22 | 20/12/2022         |

**15. Multidisciplinary / interdisciplinary**

The college advocates the course of interdisciplinary approach. The students get an opportunity to explore knowledge of other subjects. So far, the programmes opted by the students were like watertight compartments as they were bound to study subjects prescribed. They had limited knowledge and doubts were also raised about its applicability. Many a times it has been seen that the student is too good in his academic journey but lacking in communication, usage of language, social manners and knowledge of subjects which remained uncovered. The National Education Policy - 2020 aims at intellectual, aesthetic, social, physical, emotional and moral development of the student community. This core idea and philosophy behind the implementation of NEP - 2020 can be fulfilled when there is academic flexibility through interdisciplinary studies. The knowledge gained through interdisciplinary studies will produce citizens who are sensitive to the needs of the society and nation and thus leading to interconnection with different trends and cultures found in different parts of the nation. If a student of science and commerce studies History or Sociology or any other subject of humanities he can develop a proper perspective and exploit his knowledge according to the needs of the society and nation. By bringing into being this kind of much needed change holistic mental development of the students can be achieved. Liberty in education will also result into bringing into reality the concept of 'Learn with Fun'. The institution is quite prepared to adopt multidisciplinary approach as this will allow the students to explore subjects belonging to different disciplines. It will result into integration of curriculum and diverse perspectives will develop to address a problem or to find a remedy. The world is digitally driven and has become tremendously competitive. We are ready to embrace an educational system having interdisciplinary approach so that the chances of survival of students in multiple fields can be kept alive. By having this kind of an education system, the students will not be forced to study the subjects which are uninteresting to them. The college advocates that the students must enjoy the freedom to add value to their knowledge. This kind of study will also equip the students with the knowledge about different ways in which a particular subject has been studied and they will grow skilled in critical thinking, logical analysis, proper investigation

and problem solving techniques. They will be empowered to suggest situational remedies. The study of different subjects will act like joining the dots between many aspects of an issue. Even if the student is specializing in one subject, he can foray into other areas and enjoy his academic pursuit to the fullest. Through interdisciplinary study, the students will enjoy an interactive kind of study where they will have more scope for raising questions to satisfy their inquisitiveness. The institution is all prepared to adopt this kind of an approach to education which will be very beneficial from the point of view of students.

#### **16.Academic bank of credits (ABC):**

The college is making efforts to make the students register for the creation of Academic Bank of Credits. A circular has been issued in this regard. The proposal to provide the learners the benefit of multiple entries and exit during the chosen programme is in the pipeline. The college is planning to have collaboration with other reputed institutions of higher education so that credits can be transferred for the sake of a meaningful academic journey to be accomplished by the students. The institution has been very keen on designing activities in line with the prescribed curriculum. Guest lectures, workshops, educational excursions and add-on or career oriented certificate courses are some of the initiatives taken up by the institution in the direction towards designing its own curricular and pedagogical approaches. Many of the career oriented certificate courses have been approved by Department of Lifelong Learning and Extension of Rashtrasant Tukadoji Maharaj Nagpur University and the syllabuses of these courses have been designed by the college teachers. In the academic session 2021-22 the career oriented certificate courses designed by the college teachers are - Human Rights, Local History of Nagpur, Stress Management, Rural Development, Introduction to Cyber Security and Herbal Plants.

Dr. Priya Wanjari and Dr. Neehal R. Sheikh have worked as Members of Board of Studies (English) of RTM Nagpur University. They have been actively involved in framing of syllabus of Compulsory English and English Literature at Under Graduate and Post Graduate level of the university according to the guidelines of National Education Policy -2020. The prepared syllabus has been implemented at Under Graduate and Post Graduate level from the academic session 2022-23 and will be implemented further in the phased manner.

By having the Academic Bank of Credits, the students will have a digital storage containing the information of the credits earned obtained in academics. Students are being motivated



and encouraged to register for Academic Bank of Credits and the Academic Bank Account will be handed over to them. This system is going to be thoroughly transparent and user friendly in nature. Activities like Credit accumulation, Credit verification and Credit transfer or redemption can be done quiet conveniently and in a fair manner. This system will be helpful in avoiding many unnecessary formalities which generally delay the process. It is useful not only for the institutions but for the students as well. He can use his credits according to his discretion and needs. Academic Bank of Credits will make the student his own academic account holder who can decide his mobility between or within the course of his programme by availing facilities like credit accumulation, credit transfer and credit redemption. By having this kind of an account, he can view his credit history and use the credit as per his academic needs. The system is well protected and cannot be tampered.

### **17.Skill development:**

Vocational, Educational and soft skills are taught mainly through workshops and career oriented courses as outlined in National Skills Qualification Framework. The college has run Add On/Certificate programs like Communicative English, Travel and Tourism, Garment Manufacturing and Fashion Designing approved by Maharashtra State Board, Functional English, Plant Tissue culture, Sericulture, Functional English and Etiquettes in Conversation, Conversational and Communicational Skills, Food Chemistry, Business Management with E-Commerce, Information Technology, Human Rights, Local History of Nagpur, Stress Management, Rural Development, Introduction to Cyber Security and Herbal Plants. All these courses are skill based and contribute in enhancing the employability skills of the students. The college has been granted sanction by the UGC to run B. Voc. Degree programme in Retail Management and Software Development. The college has not been able to run these courses due to technical difficulties of the university. The college would like to introduce subjects like English and Communicative English, Soft Skill Development, Aptitude development and Applied Computer Skills if these courses are sanctioned by the university. Skills clubbed with self-confidence are the true mark of an entrepreneur. This the undercurrent that flows through the spirit of running such kind of need-based and result-oriented Add On/ Career Oriented Certificate courses. Inculcation of humanistic, ethical, constitutional, truth, righteous conduct, peace, love, non-violence, scientific temper and citizenship values are taught not only through academics but activities as well. Life-skills are taught through Yoga, Art of Living and workshops and training programs organized by Physical

Education and Home Economics. The college organizes Deeksharambh, Student Induction Programme for all the first year students of Under Graduate and Post Graduate classes every year. Guidance on human values like Justice, Liberty, Equality, Fraternity, Human Dignity and Integrity is imparted. Gender sensitivity Awareness Programs are held. Online Anti-ragging affidavits are submitted to UGC and the menace of ragging is explained to the students. Ethics and values are also taught by organizing programs mainly through departments of extension activities. The death and birth anniversaries of national heroes are observed and programs on the days of state, national and international importance are organized and teaching on morality, values and ethics is imparted. Training on Yoga, Sports and Art of Living contribute a great deal in imparting lessons on life-skills. International Yoga Day is celebrated with fervor. Even during the lockdown period this day was celebrated through online mode.

The course designed on 'Stress Management' has been approved by RTM Nagpur University and implemented successfully. Teaching has been imparted on how to deal with anxiety, irritability, bad nervous system, hypertension, tremor, palpitation, diseases and ailment. Through Yoga and Art of Living training has been imparted on Sarvangsana, Halasana, Bhujangasana, Ten Yamahas and Ninaymas, Seven Chakras and Kriyas. Scientific temper is encouraged by explaining things rationally and logically supported by theories and evidences. Science exhibitions are organized and students participate in Avishkar, a research based competition organized at State Level. More courses on these lines are soon going to be prepared.

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

The concept of 'Atmanirbhar Bharat' envisioned by the Govt. of India can be achieved when we realize the potential of our rich heritage, traditions and culture. NEP-2020 lays stress on knowing that the solutions to most of our problems are available with us and now we must stop looking at the western world for remedies. The students are taught that we must imbibe those aspects of Western culture which can be suited according to our Indian culture. They are taught that the richness of Indian culture cannot be compromised with. The college has programs like B. Com. and B. A. with Marathi medium. Here bilingual mode of teaching has to be adopted. In other classes too to a certain extent, bilingual method has to be used. The college designed and implemented a certificate course on 'Teaching in Marathi Language for Non-Marathis'. Lessons were imparted on 'Marathi Bhasha Swaroop, Marathi Bhasha Shuddhalekan, Marathi Bhasha Sambhashan and Vyavaharik Marathi'. The aim was to impart lessons on

richness of Marathi language and encourage people to use it more for the purpose of communication. From 26th to 31st January, 2021, Marathi Language Conservation Program was jointly organized by Dept of Marathi and IQAC of the college. Activities like poster making, translation and critical analysis were organized to mark this program. In translation activity they were given a few lines in Marathi and asked to translate them into Urdu, Hindi or English. The students are taught Indian culture and traditions, Arts and ancient traditional knowledge through different means. In M. A. (English) students have the liberty to opt for a paper - 'Indian Writings in English Translation'. The objective of having this paper is to throw light on the hymns in the Vedas, Ramayana, Mahabharata and the plays of Kalidas and Sudrakka, to study poets like Basavanna, Mahadeviakka, Banabai, Kabir and Tukaram and to let the students know the rich contribution made by Progressive Urdu Poets. By studying this paper students get an opportunity to get acquainted with Ancient Classical Literature available in Sanskrit language. They will be able to study the post-independence writings done by stalwarts like Nirmal Verma, Mahasweta Devi and Anubai. In Indian Literary Criticism they get an opportunity to study Bharat Muni's 'On Natya and Rasa - Aesthetics of Dramatic Experience', Bhartrhari's 'On Syntax and Meaning', Dandini's 'Sarga - Bandha', Abhinav Gupta's 'On Santa Rasa' and Anandvardhana's 'Dhvani'.

Indian culture and traditions are taught through Sociology and History. Through 'History of India', the students learn about Indus River Valley Civilization and Vedic Age, Origin and Philosophy of Buddhism and Jainism, prominent dynasties like Maurya, Gupta and Vakataka, Islamic Sultanate dynasties like Slave Dynasty Rulers, Khilji and Tughlaq, religious movements in medieval India and architectural style and marvels of Sultanate period.

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

The program outcomes, course outcomes and specific program outcomes are borne in mind before teaching takes place. The purpose for which a particular subject or chapter is taught is clearly defined to attain the set objectives. The mode of teaching is kept student centric and the methodology adopted must be in line with the objectives and outcomes. What a student is going to do after the completion of the program or course is of prime importance. A framework is prepared when monthly teaching plan is prepared as portion of the syllabus to be taught is properly sequence and arranged. The teacher plays a catalyst role as mentor and facilitator. He encourages the students to think critically and ensure application of knowledge to find the solution. The desired

objectives and outcomes can be achieved when they are specific and achievable. To make the curriculum more outcome based, activities are organized to supplement the classroom teaching. Need based pedagogy is evolved to attain the outcomes. The pedagogy adopted to reach the desired outcomes ensures holistic development of learners. While narrowing down on outcomes the opportunities likely to become possible to the learners have to be kept in mind. The outcomes decide the standards and expected progress to be achieved by the students. The outcomes prepared by the experts are implemented according to the needs of the students and in this way feasibility is achieved. The students belonging to diverse background have different aspirations. It has to be very scrupulously decided how can the material to be taught is going to contribute in shaping his career. The college also takes into account the geographical conditions and requirements of students while deciding the methodology to be adopted to provide maximum benefits to the learners and to meet the outcomes. Through tutorials and remedial classes too efforts are made to achieve the desired outcomes. The college lays great emphasis on mode and quality of teaching with focus on results and what the students have gained. Outcomes ensure clarity and results, thus fulfilling the purpose of education. The teachers are free to design kind of activities and choose any pedagogy to achieve the outcomes. The college has smart classroom, ICT tools and other facilities to make the teaching-learning process more engrossing and interesting. The college realizes that the outcomes keep changing according to the trends available or likely to become available in future in employment sector. In some cases, the outcomes as suggested by experts have to be moulded so that the requirements of the college students can be fulfilled. The outcomes are also used for inculcating and developing the skills of the students. The teachers too impart teaching in an effective manner when they have a purpose in mind in the form of outcomes.

**20.Distance education/online education:**

Vocational courses are skill-based, more effective and result oriented when they are taught face to face. In vocational courses, theory classes assume less importance than practical training. When the question of practical training arises then physical classes become unavoidable. Online education and classes could be justified when COVID 19 was causing havoc and lockdown was declared. But situations are returning to normalcy and online education cannot be called an effective mode of teaching. In teaching non-verbal communication plays a vital role. The expression of the students can easily be understood in offline or physical classes and a specific conclusion can be reached if the explanation has been properly

grasped. In distance education or online class this vital aspect of classroom teaching is thoroughly missing. During the lockdown period the college purchased licenses from Easy Tech Innovations Pvt. Ltd. Online classes were held on edflylearn.com portal and 5 lectures could be held simultaneous which were stored on cloud and could be viewed by the students according to their convenience. Even before the onset of lockdown use of ICT in teaching has been in vogue in the college. Blended learning can be easily adopted by the college as the teachers have grown proficient in use of ICT tools. E-notes are still shared in WhatsApp groups of all classes. Scheduling of lectures on different online platforms can be done easily. The college has purchased a license of Zoom and the lectures and session are kept in recorded form. The recording of many online programs can be found on Programs Recording Repository of the Learning Resource Centre of the college. The college has LCD projectors, Wi-Fi facility, smart classrooms, K-Yan and smart boards for ICT based teaching.

Though the college is prepared for blended learning yet it believes that physical or offline classes are much more effective. If the students are to be made involved in activities then it becomes a difficult task if online training programs, workshops or practical classes are to be held. Through offline classes, slow and advanced learners can be quiet conveniently identified. According to their academic requirements, policies, programs, methodology and activities can be designed. The students too learn a lot, get thoroughly trained in offline classes. Similarly, examinations can be held in a more transparent manner when not held in online mode. In vocational courses the knowledge imparted is of technical type and practical classes and training sessions are important when the students themselves have to perform a particular task. Here, the presence of the students becomes imperative as they will learn something in the real sense only if they are present. Through online education you can serve the students in any part of the nation but the desired results cannot be achieved. The college has got permission to run B. Voc. Programs (Retail Management and Software Development) but due to the policy matter of the university, it could not be implemented.

## Extended Profile

### 1.Programme

1.1 322

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

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

**2.Student**

2.1 2444

Number of students during the year

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

2.2 913

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

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

2.3 877

Number of outgoing/ final year students during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

**3.Academic**

3.1 52

Number of full time teachers during the year

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

3.2 89

Number of sanctioned posts during the year

## Extended Profile

### 1. Programme

|  |            |
|--|------------|
| 1.1  | <b>322</b> |
| Number of courses offered by the institution across all programs during the year |            |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 2. Student

|                                    |             |
|------------------------------------|-------------|
| 2.1                                | <b>2444</b> |
| Number of students during the year |             |

| File Description                        | Documents                 |
|---|---------------------------|
| Institutional Data in Prescribed Format | <a href="#">View File</a> |

|  |            |
|--|------------|
| 2.2  | <b>913</b> |
| Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year |            |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|   |            |
|---|------------|
| 2.3   | <b>877</b> |
| Number of outgoing/ final year students during the year |            |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

### 3. Academic

|  |           |
|--|-----------|
| 3.1  | <b>52</b> |
| Number of full time teachers during the year |           |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |



|  |    |
|--|----|
| 3.2  | 89 |
| Number of sanctioned posts during the year |    |

| File Description | Documents                 |
|------------------|---------------------------|
| Data Template    | <a href="#">View File</a> |

|   |       |
|---|-------|
| <b>4.Institution</b>  |       |
| 4.1   | 27    |
| Total number of Classrooms and Seminar halls                      |       |
| 4.2   | 86.65 |
| Total expenditure excluding salary during the year (INR in lakhs) |       |
| 4.3   | 67    |
| Total number of computers on campus for academic purposes         |       |

## 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

The institution executes the curricula in a systematic manner keeping in mind the academic calendar designed for all activities related to academics like classroom seminars, group discussions, educational visits, workshops, guest lectures and others. Result oriented perspective is kept in mind of all the subjects while designing the activities. Care is taken to incorporate the activities that would make the teaching-learning process joyful and creating learning-friendly atmosphere. Certain recreational activities based on the curriculum are also designed to keep the interest of the students ignited. Question bank of multiple choice is prepared due to the changed question paper pattern during the pandemic period. Before Lockdown of Covid-19 Pandemic the college started using online mode of teaching. The teachers have made possible that the text, PPTs and notes the students have either through WhatsApp, Google Classroom, Zoom or Screen Sharing. Through feedback, the effectiveness of teaching by the teachers is considered. The teachers prepare Question Bank and thus add to



more preparation. The adoption of cooperative learning method motivates the students with mixed abilities to work together by formation of small groups for class activities. Before implementation of actual teaching plan the outcome of the portion to be taught is envisaged.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://santajicollege.ac.in/agar2021_22/AnnualReport_263.pdf">https://santajicollege.ac.in/agar2021_22/AnnualReport_263.pdf</a> |

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

The academic calendar is published in the prospectus and uploaded on website. Academic calendar is prepared in consultation with Heads and faculty members of various departments and coordinators of various committees in the institution. It includes details of Unit Tests, Preliminary examination, induction program, extension, curricular, co-curricular, sports, cultural and all such activities which contribute towards the overall development of the students. Schedule of co-curricular activities like Guest lectures, educational tours, industrial visits, students' seminars, workshops and all such academic activities that are to be organized find place in the academic calendar. The faculty in charge monitors the implementation of academic activities in their respective faculties and renders suggestions to the faculty members related to their syllabus, teaching methodologies and teaching plans so that maximum students can avail the benefit. The activities of Department of Physical Education as reflected in the Academic calendar shows activities like sports competitions, participation in Cross Country Competition and health check-up camps. Various online programmes were conducted keeping in mind the Covid-19 protocol. The institution made utmost efforts to implement all activities in an online mode by abiding to the Covid 19 protocol declared by the administration.

| File Description                    | Documents   |
|-------------------------------------|---|
| Upload relevant supporting document | <a href="#">View File</a>   |
| Link for Additional information     | <a href="https://santajicollege.ac.in/Academic_Calendar_2021_22.pdf">https://santajicollege.ac.in/Academic_Calendar_2021_22.pdf</a> |

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

**A. All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Details of participation of teachers in various bodies/activities provided as a response to the metric | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |

## **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**

**10**

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                              | <a href="#">View File</a> |
| Minutes of relevant Academic Council/ BOS meetings      | <a href="#">View File</a> |
| Institutional data in prescribed format (Data Template) | <a href="#">View File</a> |

**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)**

7

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Brochure or any other document relating to Add on /Certificate programs | <a href="#">View File</a> |
| List of Add on /Certificate programs (Data Template )                   | <a href="#">View File</a> |

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

386

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Details of the students enrolled in Subjects related to certificate/Add-on programs | <a href="#">View File</a> |

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

Institution gives stress on integrating various crosscutting issues in teaching as well as in undertaking co-curricular activities as found in prescribed curriculum. Imparting useful information to students about issues like Professional Ethics, Gender, Human Values, Environment and Sustainability to make them responsible citizens is the crux of the institution. Students are made aware of the Professional Ethics that include integrity, dedication, punctuality, character-building and acquiring professional skills required for particular profession by contextualizing the texts prescribed with real-life situations. This makes the teaching-learning process meaningful and relevant. Lessons containing the themes of gendersensitization and equality are taught with illustrations drawn from real life. The programmes like Tree-plantation, Plastic Eradication drive at Sonegaon and celebration of all nature related days like Environment Day, Van Mahotsav Week and World Water Day etc. have been organized to

generate awareness about Environment and Sustainability. The programmes are also organized to create a sense of gender equality among students. They are also made aware about the human values by imparting lessons on human rights. Imparting Environmental studies create awareness about the importance of preserving and conserving biodiversity and natural resources for the development and sustenance of human society.

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum. | <a href="#">View File</a> |

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

05

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Programme / Curriculum/ Syllabus of the courses  | <a href="#">View File</a> |
| Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses | <a href="#">View File</a> |
| MoU's with relevant organizations for these courses, if any                                  | <a href="#">View File</a> |
| Institutional Data in Prescribed Format  | <a href="#">View File</a> |

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

02

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List of programmes and number of students undertaking project work/field work/ /internships (Data Template) | <a href="#">View File</a> |

#### 1.4 - Feedback System

**1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni**

**A. All of the above**

| File Description  | Documents   |
|---|---|
| URL for stakeholder feedback report   | <a href="https://santajicollege.ac.in/aqar2021_22/Graphical Representation 1 4 1.pdf">https://santajicollege.ac.in/aqar2021_22/Graphical Representation 1 4 1.pdf</a> |
| Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management | <a href="#">View File</a>   |
| Any additional information  | <a href="#">View File</a>   |

**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 | <a href="#">View File</a>   |
| URL for feedback report           | <a href="https://santajicollege.ac.in/aqar2021_22/Graphical Representation 1 4 1.pdf">https://santajicollege.ac.in/aqar2021_22/Graphical Representation 1 4 1.pdf</a> |

#### 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 students admitted during the year**

2444

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**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**

2204

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information                                    | <a href="#">View File</a> |
| Number of seats filled against seats reserved (Data Template) | <a href="#">View File</a> |

## 2.2 - Catering to Student Diversity

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

The college has devised a mechanism to assess the learning levels of the students. For the identification of the slow and advanced learners, aptitude test is conducted in the beginning of the session. They are identified on the basis of the results of the aptitude test. The institution also has a major section of students belonging to socio-economically disadvantaged classes of society. The teachers show compassionate approach while dealing with the issues of slow and advanced learners. The college has Mentor-Mentee Scheme, Career and Counselling Cell, Placement and Employment Guidance Cell to diagnose various issues of the students and guide them accordingly. Special coaching for various competitive examinations and Remedial coaching in certain subjects are imparted. The help of the advanced learners is sought to guide slow learners. The advanced learners are also given special coaching and counselling to pursue higher studies in specialized streams and courses so that they may come across bright career opportunities. Advanced learners are encouraged to participate in activities aiming at different creative writing skills. Besides classroom teaching, extra coaching and training is given to slow and advanced learners according to their academic requirements.

**Need-based activities have also been designed and implemented.**

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/AdvanceAndSlowLearner_2_2_1.pdf">https://santajicollege.ac.in/agar2021_22/AdvanceAndSlowLearner_2_2_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

| Number of Students | Number of Teachers |
|--------------------|--------------------|
| <b>2444</b>        | <b>52</b>          |

| File Description           | Documents                 |
|----------------------------|---------------------------|
| Any additional information | <a href="#">View File</a> |

### **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

Institution endorsed student centric methods to get them practical learning experience. The critical thinking, creativity and inculcation of scientific temper is envisioned while chalking out programmes. Through NSS, NCC, Rotaract Club and Sports and Games cooperative and community-based learning is imparted. Practical knowledge about plants, animals and various rare species is imparted to students by organizing educational tours to the places of biodiversity by Department of life sciences like Botany, Zoology and Microbiology. Industrial tours and field visits are organized to make them familiar with industrial operations. Through classroom seminars, group discussions, questionnaire method the creativity, the perspective and analytical ability of the students are judged. The students are encouraged to participate in activities which give students opportunity to display their creativity and inborn talents. The activities are designed in such a way that the students would contextualize their theoretical knowledge with practical knowledge. The teachers work as facilitators and assist the students in preparation and arrangement of resources. The participative learning and problem-solving methodologies are adopted to enhance among students scientific temperament and research inquisitiveness. Projects and models prepared by students are kept on display and the

appreciation received provides a morale boosting effect.

| File Description                  | Documents   |
|-----------------------------------|---|
| Upload any additional information | <a href="#">View File</a>   |
| Link for additional information   | <a href="https://santajicollege.ac.in/aqar2021_22/EVS_LIST_2021_22.pdf">https://santajicollege.ac.in/aqar2021_22/EVS_LIST_2021_22.pdf</a> |

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

As this is an era of information technology and the students have become techno-savvy, the ICT based teaching-learning is highly endorsed in the institution to make it more student-friendly. For the effective teaching-learning process various tools like K Yan, LCD projectors are used by the teachers. E-Resources are provided to students by Learning Resource Centre of the college. Various teaching platforms like Zoom, Google Meet, Google Classroom are used for online classes during Covid-19 Pandemic. Online Tests are conducted by creating google forms which were shared through WhatsApp groups and emails of the students. With the application of ICT technology, the students get access of teaching and online resources even during Pandemic. For visually impaired students the college uses the NVDA talking software link to make the website user-friendly. The links of all the online events organized by the college have been displayed under the name of 'Program Recording Repository'. The audio books are made available through Audio Books Reader and Recorder or pen drive and uploaded on the library website as well. Audio visual aids have been used by the teachers for effective teaching-learning process. The Faculty exchange and student exchange programme was held through online mode.

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Provide link for webpage describing the ICT enabled tools for effective teaching-learning process | <a href="#">View File</a> |

**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**



52

| File Description   | Documents                 |
|--|---------------------------|
| Upload, number of students enrolled and full time teachers on roll | <a href="#">View File</a> |
| Circulars pertaining to assigning mentors to mentees               | <a href="#">View File</a> |
| Mentor/mentee ratio  | <a href="#">View File</a> |

## 2.4 - Teacher Profile and Quality

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

52

| File Description   | Documents                 |
|--|---------------------------|
| Full time teachers and sanctioned posts for year (Data Template) | <a href="#">View File</a> |
| Any additional information                                       | <a href="#">View File</a> |
| List of the faculty members authenticated by the Head of HEI     | <a href="#">View File</a> |

### 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

28

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

### 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**

354

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of Teachers including their PAN, designation, dept. and experience details(Data Template) | <a href="#">View File</a> |

**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.

The college has devised a transparent and robust mechanism for the internal assessment of the students in a periodic manner. Unit tests, surprise tests, open book tests and online tests, preliminary examinations are conducted through Google forms for ensuring the sound preparation of the students in the final examination. The students are encouraged to appear for the internal examination. During Covid-19 pandemic, students' assignments and projects were collected through Google forms and digital formats. The internal assessment process was strictly adhered to the parameters laid down by Rashtrasant Tukadoji Maharaj University, Nagpur as the college is affiliated to it. Differently-abled students were provided extra-time for solving examination paper. For differently-abled students separate seating arrangement is made extra time is allotted is allotted to them. At least four-unit tests and one preliminary examination are held. For practical examinations, externals from other colleges are invited to ensure transparent and fair award of marks. In some subjects the students are required to prepare a project. The students can also apply for Revaluation of answer sheets. Special and separate internal examinations are arranged for sportspersons and those students who could not appear previously due to some valid reason.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File2_2_5_1.pdf">https://santajicollege.ac.in/agar2021_22/File2_2_5_1.pdf</a> |

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

To effectively communicate information about internal and university examinations, WhatsApp groups have been created for each class, taking into consideration the current needs. The Examination Committee has developed a policy framework to address grievances related to examinations. A committee of teachers has been established to handle such grievances, providing students with a platform to register complaints if they are dissatisfied with their results in certain subjects.

Results must be announced within five days of conducting unit tests or internal examinations. If a student wishes to apply for a re-examination, they must do so within three days of result declaration. Initially, the student can discuss their concerns with the subject teacher to seek resolution for their queries. If the student remains unsatisfied, the college will arrange for the answer sheet to be evaluated by a different subject teacher, separate from the one who initially assessed it. In some cases, subject teachers from other colleges may be appointed to re-examine the answer sheets. Throughout the re-examination process, class teachers, subject teachers, and mentors provide special attention and support. The college ensures confidentiality of students' details to maintain transparency during the entire re-examination process.

| File Description                | Documents   |
|---------------------------------|---|
| Any additional information      | <a href="#">View File</a>   |
| Link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/File2_2_5_1.pdf">https://santajicollege.ac.in/aqar2021_22/File2_2_5_1.pdf</a> |

## 2.6 - Student Performance and Learning Outcomes

2.6.1 - Programme and course outcomes for all Programmes offered by the institution are stated and displayed on website and communicated to teachers and students.

Programme and Course outcomes for all programmes have been made available on the college website. This facilitates the teachers in designing and implementation of the pedagogy and various co-curricular activities. The students get clear insight about the purpose of particular course and the programme.

In the course of languages, the students will be able to enrich their vocabulary, communication skills and soft skills. The course

of social sciences like History, Sociology, Political Science, Home Economics and Economics give them insight about various theories and practical lessons. These subjects also give them insight about socio-historical, political and economic structure prevalent. The study of these subjects also helps them in their preparation of various competitive examinations. The study of Commerce help students in learning business acumen to be a successful entrepreneur. After completion of a professional courses like BCA and BCCA, BBA the students develop the ability to study different kinds of Computer operating systems and various marketing and management theories and their application in life. Commerce graduates will be able to apply various theories in commerce in practical life. The students of science will be able to acquire various scientific theories and their practical application in life.

| File Description  | Documents   |
|---|---|
| Upload any additional information                       | <a href="#">View File</a>   |
| Paste link for Additional information                   | <a href="https://santajicollege.ac.in/Programme_and_Course_Outcomes%202022_23.pdf">https://santajicollege.ac.in/Programme_and_Course_Outcomes%202022_23.pdf</a> |
| Upload COs for all Programmes (exemplars from Glossary) | <a href="#">View File</a>   |

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

The institution has a mechanism to evaluate the attainment of the Program Outcomes, Specific Program Outcomes and Course Outcomes prepared by the college teachers on scientific basis after thorough study of the contents of the syllabus. Principal, Faculty-in-charge and Head of the Departments by informal communication with the students obtain the knowledge of the attainment of the programme and course outcomes. The feedback of the parents in the parent-teacher meeting is highly appreciated and Principal ensures the effective implementation of the Programme and Course Outcomes stated on the website of the college. The feedback of the students gives the insight about the relevance of the course and programme. Department of English previously made suggestions to the board of studies of English. The students were given information about the career opportunities after the completion of particular programme. Quiz competitions, Classroom Seminars and online quizzes through Google Form having multiple choice are designed to know the attainment of the outcomes. The ongoing trends in a particular field are studied and the methodology is

designed according to the trends in existence and those which would be possibly prevailing in future. The students were encouraged to participate in co-curricular activities to enhance their skills.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Graphical_Representation_1_4_1.pdf">https://santajicollege.ac.in/aqar2021_22/Graphical_Representation_1_4_1.pdf</a> |

### 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

876

| File Description   | Documents   |
|--|---|
| Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template) | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Paste link for the annual report   | <a href="https://santajicollege.ac.in/aqar2021_22/AnnualReport_2_6_3.pdf">https://santajicollege.ac.in/aqar2021_22/AnnualReport_2_6_3.pdf</a> |

### 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://santajicollege.ac.in/aqar2021\\_22/link\\_2\\_7\\_1.pdf](https://santajicollege.ac.in/aqar2021_22/link_2_7_1.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)

00

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | No File Uploaded          |
| e-copies of the grant award letters for sponsored research projects /endowments | No File Uploaded          |
| List of endowments / projects with details of grants(Data Template)             | <a href="#">View File</a> |

**3.1.2 - Number of teachers recognized as research guides (latest completed academic year)****3.1.2.1 - Number of teachers recognized as research guides**

07

| File Description                        | Documents                 |
|---|---------------------------|
| Any additional information              | <a href="#">View File</a> |
| Institutional data in prescribed format | <a href="#">View File</a> |

**3.1.3 - Number of departments having Research projects funded by government and non government agencies during the year****3.1.3.1 - Number of departments having Research projects funded by government and non-government agencies during the year**

00

| File Description  | Documents                 |
|---|---------------------------|
| List of research projects and funding details (Data Template) | <a href="#">View File</a> |
| Any additional information                                    | No File Uploaded          |
| Supporting document from Funding Agency                       | No File Uploaded          |
| Paste link to funding agency website                          | Nil                       |

**3.2 - Innovation Ecosystem**

3.2.1 - Institution has created an ecosystem for innovations and has initiatives for creation and transfer of knowledge

College teachers have had their research papers published in reputable national and international journals and conference proceedings. They actively develop research-based projects to instill a research-oriented and scientific mindset among students. The college holds the distinction of being recognized by RTM Nagpur University as a reputable institution for higher learning and research in Commerce and English. Teachers are motivated to design short-term certificate courses aimed at enhancing the students' skills. To foster innovation and entrepreneurship, the college has established an Institution's Innovation Council (IIC). Through an MoU with the Maharashtra Information Technology Support Centre (MITSC), the IIC provides various forms of support, including training, mentoring, funding assistance, and establishment support, to nurture student entrepreneurship. Department of Physics and Chemistry jointly organized an International Webinar on 'Emerging Trends in Science and Technology' on August 28, 2021. The event featured Mr. Atul Deshpande, Associate Director of Digital Transformation at Thermo Fisher Scientific Company in San Diego, California, as the keynote speaker. He shed light on the topic of 'Digital Transformation and Technologies.' The technical session included a presentation by Dr. Vijaya Sangawar, Professor, Department of Physics, Government Institute of Science and Humanities Amaravati. He deliberated on the topic 'Polymer and its future.'

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/InternationalWebinarRecentTrendsInScienceandTechnology_3_2_2.pdf">https://santajicollege.ac.in/aqar2021_22/InternationalWebinarRecentTrendsInScienceandTechnology_3_2_2.pdf</a> |

### 3.2.2 - Number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship during the year

#### 3.2.2.1 - Total number of workshops/seminars conducted on Research Methodology, Intellectual Property Rights (IPR) and entrepreneurship year wise during the year

25

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information                                     | <a href="#">View File</a> |
| List of workshops/seminars during last 5 years (Data Template) | <a href="#">View File</a> |

### 3.3 - Research Publications and Awards

#### 3.3.1 - Number of Ph.Ds registered per eligible teacher during the year

##### 3.3.1.1 - How many Ph.Ds registered per eligible teacher within the year

15

| File Description   | Documents   |
|--|---|
| URL to the research page on HEI website  | <a href="https://santajicollege.ac.in/research-ethics-and-research-by-faculty/">https://santajicollege.ac.in/research-ethics-and-research-by-faculty/</a> |
| List of PhD scholars and their details like name of the guide , title of thesis, year of award etc (Data Template) | <a href="#">View File</a>   |
| Any additional information   | <a href="#">View File</a>   |

#### 3.3.2 - Number of research papers per teachers in the Journals notified on UGC website during the year

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

04

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| List of research papers by title, author, department, name and year of publication (Data Template) | <a href="#">View File</a> |

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

##### 3.3.3.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings year wise during year



19

| File Description  | Documents                 |
|---|---------------------------|
| Any additional information  | <a href="#">View File</a> |
| List books and chapters edited volumes/ books published (Data Template) | <a href="#">View File</a> |

### 3.4 - Extension Activities

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

The NSS Unit of the college conducted a cleanliness campaign on August 12, 2021, at Parvatinagar, Bhagwan Nagar, and Rameshwari. A blood donation event was held in partnership with the Devta Life Foundation. Covid-19 vaccination camp was organized in collaboration with Nagpur Municipal Corporation, targeting staff, students, and residents of nearby areas. The Vegan Outreach Society collaborated with the college to conduct a webinar on the topic of 'Health-Planet-Food.' Under 'Aazadi Ka Amrut Mahotsav' initiative, a tree plantation drive took place at Swami Dham Mandir, Besa. In the slum area of Onkar Nagar, Nagpur, a cleanliness drive and health awareness program were organized. The college, in partnership with the Nagpur Municipal Corporation, conducted RTPCR tests for the teaching and non-teaching staff as well as students. The NSS Unit carried out a drive to conserve statues and memorials, including a cleanliness campaign on March 2nd and 9th, 2022, at Hedgewar Memorial near the airport. NSS Special winter camp was held at Ashokwan, Nagpur, run by Maharogi Sewa Samiti, Warora, which included various cleanliness drives. The Rotaract Club organized a cleanliness campaign at Saraswati Shishu Mandir, tree plantation drive, and a visit to the 'Punarjanma Ashram,' where students interacted with elderly residents.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Report_of_ExtensionActivities_3_4_1.pdf">https://santajicollege.ac.in/aqar2021_22/Report_of_ExtensionActivities_3_4_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

**3.4.2.1 - Total number of awards and recognition received for extension activities from Government/ Government recognized bodies year wise during the year**

00

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | No File Uploaded          |
| Number of awards for extension activities in last 5 year (Data Template) | <a href="#">View File</a> |
| e-copy of the award letters  | No File Uploaded          |

**3.4.3 - 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****3.4.3.1 - 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**

18

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the event organized   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of extension and outreach Programmes conducted with industry, community etc for the during the year (Data Template) | <a href="#">View File</a> |

**3.4.4 - Number of students participating in extension activities at 3.4.3. above during year****3.4.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations such as Swachh Bharat, AIDs awareness, Gender issue etc. year wise during year**

784

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students participating in extension activities with Govt. or NGO etc (Data Template) | <a href="#">View File</a> |

### 3.5 - Collaboration

#### 3.5.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship during the year

##### 3.5.1.1 - Number of Collaborative activities for research, Faculty exchange, Student exchange/ internship year wise during the year

21

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of related Document   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of Collaborative activities with institutions/industries for research, Faculty | <a href="#">View File</a> |

#### 3.5.2 - Number of functional MoUs with institutions, other universities, industries, corporate houses etc. during the year

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

22

| File Description   | Documents                 |
|--|---------------------------|
| e-Copies of the MoUs with institution./ industry/corporate houses  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of functional MoUs with institutions of national, international importance, other universities etc during the year | <a href="#">View File</a> |

**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 institution possesses sufficient infrastructure and physical resources to facilitate effective teaching and learning. The library is well-stocked with books and reference materials, and it has been fully digitized to provide online resources for students, teachers, and research scholars. The library offers various schemes such as the Book Bank Scheme, Deposit Scheme for regular and external students, Issue Scheme for Competitive Examination Aspirants, Research Scholars, Physically Disabled and differently-abled students, and Inter Library Loan facility.

The institution has well-equipped laboratories of Computer Science, Microbiology, Chemistry, Physics, Biotechnology, Botany, Zoology, and Home Economics. These laboratories are spacious and designed in compliance with recommended guidelines. For differently-abled students, the institution provides facilities like wheelchairs, BRAIL scripts, ABRAR software, and ramps.

The institution features a well-equipped gymnasium with modern instruments for physical fitness. The teaching-learning process is enhanced through the use of smart classrooms, a seminar hall, and spacious, well-ventilated classrooms. ICT tools such as Digital Interactive White Boards, LCDs, and K Yan devices have been installed to facilitate interactive learning experiences.

The college has dedicated rooms approved by RTM Nagpur University for Higher Learning and Research in English and Commerce. The college building is equipped with Wi-Fi connectivity exclusively for academic purposes.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_1.pdf">https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_1.pdf</a> |

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

The institution has shown a keen interest in providing facilities for cultural activities, sports, and games. A designated hall, measuring 75x40 feet, has been allocated specifically for cultural activity practices serving as a constant rehearsal space for drama and dance groups. To train the participating students of dance and drama competitions, professional dance instructors and play directors are invited.

The Department of Sports and Physical Education is equipped with sports equipment like cricket kits, volleyballs, basketballs, footballs, shotputs, discus, etc. The college covers the expenses incurred for the cultural contingent's rehearsals and the practice sessions of the sportspersons. Additionally, a first aid box is always kept readily available.

Yoga and Art of Living classes are conducted at the college auditorium. The gymnasium has fitness equipment like leg curls, leg extensions, arm curls, chin-ups, chest presses, rowing machines, hip laxers, shoulder presses, twisters, high pulleys, and double bars. Separate timings are allocated for girls and boys to utilize the gym facility, which is provided free of cost to both staff and students.

The college has signed an MoU with Yogkshem Housing Society, allowing the use of the playground for athletics, volleyball, and kabaddi practices. Nutritious food is provided to the sportspersons.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_2.pdf">https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_2.pdf</a> |

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

08

| File Description  | Documents   |
|---|---|
| Upload any additional information   | <a href="#">View File</a>   |
| Paste link for additional information   | <a href="https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_3.pdf">https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_3.pdf</a> |
| Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template) | <a href="#">View File</a>   |

#### 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)

32.89

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Upload audited utilization statements   | <a href="#">View File</a> |
| Upload Details of budget allocation, excluding salary during the year (Data Template) | <a href="#">View File</a> |

#### 4.2 - Library as a Learning Resource

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

The college has acquired the LIB-MAN software to automate its library operations. This software functions as an Integrated Management System, which efficiently aids the college library users. It is a comprehensive and user-friendly package that supports multiple users and covers all internal library operations. The software is currently utilized by 300 libraries throughout India.

Through LIB-MAN, users have the ability to access the databases of other libraries for borrowing books under the interlibrary loan scheme. The college library features an Online Public Access Catalogue (OPAC), WEB OPAC, and MOPAC, all of which are seamlessly integrated with LIB-MAN. These catalogues enable users to search

for documents based on various criteria, such as title, accession number, author, co-author, subject, publisher, class number, publication year, publication place, keywords in a title, combined search, editor, translated books, type of document, dissertation/thesis search, claim and reservation of books, belonging search, and keyword search.

LIB-MAN software also facilitates effective serial control, including tasks like managing new or renewal subscription orders, sending reminders for non-receipt of serials, binding serials, maintaining an accession register, recording current arrivals, documenting bound volumes, and generating monthly bills for newspapers.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for Additional Information | <a href="https://santajicollege.ac.in/library/AdditionalInformation_ILMS_4_2_1.pdf">https://santajicollege.ac.in/library/AdditionalInformation_ILMS_4_2_1.pdf</a> |

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

A. Any 4 or more of the above

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template) | <a href="#">View File</a> |

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

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

**3.2820**

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Audited statements of accounts   | <a href="#">View File</a> |
| Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template) | <a href="#">View File</a> |

#### 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

62

| File Description                                  | Documents                 |
|---|---------------------------|
| Any additional information                        | <a href="#">View File</a> |
| Details of library usage by teachers and students | <a href="#">View File</a> |

#### 4.3 - IT Infrastructure

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

The institution regularly updates its IT infrastructure and facilities, that includes providing Wi-Fi access to teachers, research scholars, library users, and students. Various digital technologies are available within the college, supporting ICT-based teaching and learning for both teachers and students. Additionally, the college ensures the installation of antivirus software on all computers by the designated deadline.

Wi-Fi connectivity is accessible to all students, research scholars, and staff members throughout the college. Biometric machines have been installed to accurately record the attendance and punctuality of both teaching and non-teaching staff. Wi-Fi connectivity is available in various areas of the college, including the Principal's chamber, Administrative Office, IQAC Office, teaching departments, library, classrooms, and laboratories.

To enhance accessibility, users are encouraged to download the NVDA Screen Reader, which enables audible access to websites. The library provides information about available books through the Online Public Access Catalogue (OPAC). QR codes have been



generated for lists of journals, books, and magazines related to competitive examinations.

In order to accommodate remote access, the library has implemented necessary changes. The college is equipped with five modems, each providing a speed of 200 MBPS and 8 MBPS.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Link File 4 3 1.pdf">https://santajicollege.ac.in/aqar2021_22/Link File 4 3 1.pdf</a> |

#### 4.3.2 - Number of Computers

74

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |
| List of Computers                 | <a href="#">View File</a> |

#### 4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

| File Description   | Documents                 |
|--|---------------------------|
| Upload any additional Information  | <a href="#">View File</a> |
| Details of available bandwidth of internet connection in the Institution | <a href="#">View File</a> |

#### 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)

12.1

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Audited statements of accounts  | <a href="#">View File</a> |
| Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates) | <a href="#">View File</a> |

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 cleanliness committee is responsible for maintaining cleanliness in laboratories, library, classrooms, canteen, corridors, offices, and washrooms. In the science laboratories, students are instructed to be aware of potential hazards associated with the materials used. They are advised to leave all materials on a designated cart, except for certain instruments that can be placed on laboratory benches. Peons and laboratory assistant are authorized to remove waste reservoir containers from the laboratory after each experiment. Students are instructed to collect all test tubes and other waste containers during the lab session and place them in the appropriate reservoir container for swift removal at the end of the class. Proper chemical labelling and storage practices are implemented to ensure safety.

The library offers various schemes and facilities to cater to the needs of library users, including physically challenged students and staff. The institution takes care of updating computer software, renewing antivirus protection, and maintaining equipment in the gym. Research scholars are expected to utilize all facilities responsibly and adhere to the prescribed research ethics. The college signed an MoU with M/s. Superb Hygienic Disposals of Bio-Medical Waste. Annual maintenance contracts have been arranged for water purifiers, generators, CMS, computers, and xerox machines.

| File Description                      | Documents   |
|---------------------------------------|---|
| Upload any additional information     | <a href="#">View File</a>   |
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/L_ink_file2_4_4_2.pdf">https://santajicollege.ac.in/agar2021_22/L_ink_file2_4_4_2.pdf</a> |

| STUDENT SUPPORT AND PROGRESSION   |                            |
|---|----------------------------|
| <b>5.1 - Student Support</b>  |                            |
| <b>5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>   |                            |
| <b>5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year</b>   |                            |
| 1382  |                            |
| File Description  | Documents                  |
| Upload self attested letter with the list of students sanctioned scholarship  | <a href="#">View File</a>  |
| Upload any additional information   | <a href="#">View File</a>  |
| Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)  | <a href="#">View File</a>  |
| <b>5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year</b>  |                            |
| <b>5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year</b>   |                            |
| 00  |                            |
| File Description  | Documents                  |
| Upload any additional information   | No File Uploaded           |
| Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)  | <a href="#">View File</a>  |
| <b>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</b> | <b>A. All of the above</b> |

| File Description  | Documents   |
|---|---|
| Link to Institutional website   | <a href="https://santajicollege.ac.in/capacitybuilding/">https://santajicollege.ac.in/capacitybuilding/</a> |
| Any additional information  | <a href="#">View File</a>   |
| Details of capability building and skills enhancement initiatives (Data Template) | <a href="#">View File</a>   |

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

1829

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

1829

| File Description   | Documents                 |
|--|---------------------------|
| Any additional information   | <a href="#">View File</a> |
| Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template) | <a href="#">View File</a> |

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

A. All of the above

| File Description   | Documents                 |
|--|---------------------------|
| Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of student grievances including sexual harassment and ragging cases  | <a href="#">View File</a> |

## 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                        | <a href="#">View File</a> |
| Upload any additional information                            | <a href="#">View File</a> |
| Details of student placement during the year (Data Template) | <a href="#">View File</a> |

### 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

155

| File Description                                   | Documents                 |
|--|---------------------------|
| Upload supporting data for student/alumni          | <a href="#">View File</a> |
| Any additional information                         | <a href="#">View File</a> |
| Details of student progression to higher education | <a href="#">View File</a> |

### 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**

01

| File Description   | Documents                 |
|--|---------------------------|
| Upload supporting data for the same  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of students qualifying in state/ national/ international level examinations during the year (Data Template) | <a href="#">View File</a> |

**5.3 - Student Participation and Activities**

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

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

01

| File Description   | Documents                 |
|--|---------------------------|
| e-copies of award letters and certificates   | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template) | <a href="#">View File</a> |

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 institution prioritizes providing adequate student representation in various committees and cells operating within the institution. Students are assigned responsibilities in order**

to foster a sense of accountability, leadership skills, and democratic values. They actively participate in the decision-making processes of these committees and cells. Students are nominated to serve on several committees and cells, including the Anti-Ragging Cell, Committee for Cultural Activities, College Magazine Committee, College Health Care Committee, Cleanliness Committee, Career Oriented Courses Committee, Discipline Committee, Equal Opportunity Cell, Grievance Redressal Cell, Internal Committee for Persons with Disability and Elderly Persons, Industry Interaction Cell, Lifelong Learning and Extension Committee, Library Advisory Committee, Nature Club, Botanical Society, Green Campus Committee, NSS Committee, NCC Committee, Placement and Employment Guidance Cell, Prevention of Sexual Harassment Cell, ROTARACT, Student Welfare Committee, Student Mentoring Cell, and Skill and Entrepreneurship Development Cell. Students nominated to the Grievance Redressal Cell, Anti-Ragging Cell, and Prevention of Sexual Harassment Cell are encouraged to provide suggestions on enhancing the effectiveness of these bodies from a student's perspective. The college organizes an annual inter-collegiate cultural festival, and for each competition, a dedicated committee is formed with nominated students to ensure smooth and successful organization.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/link_5_3_2.pdf">https://santajicollege.ac.in/aqar2021_22/link_5_3_2.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

16

| File Description   | Documents                 |
|--|---------------------------|
| Report of the event  | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| 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) | <a href="#">View File</a> |

#### 5.4 - Alumni Engagement

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

The college has a registered Alumni Association consisting of alumni who are actively engaged in providing guidance and support to current students in their pursuit of job opportunities and course selection. Additionally, they generously devote their time to training and mentoring college athletes. The alumni members, representing diverse professional fields, are invited to share their valuable insights and experiences with the students. The college also seeks their valuable assistance in organizing the annual 'Unnati' mega inter-collegiate cultural event, as well as in the execution of various initiatives such as the NSS Camp, Blood Donation Camp, educational tours and outreach programs. During the Induction Program, the members of the Alumni Association are specially invited to engage in interactive sessions with the students, sharing their personal experiences, expertise, and the instrumental role played by the institution in shaping their personalities. They actively contribute to the development and welfare of the institution by serving as esteemed members of Internal Quality Assurance Cell. The college maintains a strong and harmonious rapport with the members of the Alumni Association, who have made significant donations to support the college's endeavours. Alumni donates in cash or kind and builds good relations with the institution.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/link_5_4_1.pdf">https://santajicollege.ac.in/agar2021_22/link_5_4_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

**5.4.2 - Alumni contribution during the year (INR in Lakhs)**

**E. <1Lakhs**

| File Description                  | Documents                 |
|-----------------------------------|---------------------------|
| Upload any additional information | <a href="#">View File</a> |

## **GOVERNANCE, LEADERSHIP AND MANAGEMENT**

### **6.1 - Institutional Vision and Leadership**

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

The college administration operates in alignment with its vision and mission, with three faculty-in-charge overseeing regular lectures and the implementation of programs and policies. Each committee includes teachers who actively contribute by proposing ideas, making recommendations, and executing them. The College Development Committee, a statutory body, consists of four teachers who play a vital role in shaping the college's direction. The Anti-Ragging Cell and Prevention of Sexual Harassment Cell prioritize the safety and well-being of students, while the admission committee ensures adherence to rules and regulations.

The Internal Quality Assurance Cell ensures that programs and policies meet high quality standards and yield positive outcomes. The teacher-in-charge of the Alumni Association maintains strong connections with former students. The teachers in the Equal Opportunity Cell work towards ensuring equitable representation of students from diverse communities. The faculty members are responsible for designing and conducting Career Oriented Certificate Courses. The Grievance Redressal Cell addresses and resolves complaints received from students. The Green Audit Committee promotes environmentally-friendly initiatives and conducts audits. During Staff Council meetings, teachers are encouraged to provide suggestions for the effective implementation of the college's vision, mission, and Perspective Plan.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/vision/">https://santajicollege.ac.in/vision/</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

The institution follows a policy of decentralization of power, where appropriate authorities are granted sufficient powers with the approval of the Head of the Institution. Each faculty has a faculty in-charge responsible for ensuring the smooth functioning of their respective areas. Class teachers are empowered to make certain decisions in the best interest of the students. The College Development Committee plays a significant role in preparing the institution's development plan and it recommends the introduction of new courses. To ensure effective policy implementation, committees are formed with representation from students, alumni members, parents, management, teaching staff, and non-teaching staff. Various committees exist for NSS, NCC, Lifelong Learning and Extension, Sports and Games, Cultural Activities, Staff, Magazine, Student Welfare, Mentoring, Skill and Entrepreneurship Development, Remedial Course, Health Care, Alumni Association, Library, Outreach Programs, Prevention of Sexual Harassment, Anti-Ragging, and Grievance Redressal. Department heads hold meetings and make decisions related to their respective departments. The head and teachers of department are responsible for formulating policies, designing programs, scheduling teaching activities, and conducting tests and examinations. The Internal Quality Assurance Cell (IQAC) prepares an action plan that the college implements. It also analyses feedback and provides recommendations for the professional growth of teachers.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File_for_link_6_1_2.pdf">https://santajicollege.ac.in/agar2021_22/File_for_link_6_1_2.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

The prescribed curriculum of RTM Nagpur University is implemented effectively along with career-oriented courses designed by the faculty members and approved by the Lifelong Learning and Extension Department of Rashtrasant Tukadoji Maharaj Nagpur University. The committee of the Department scrutinized the courses and sanction has been granted. In the course on Stress Management the valuable information was imparted on the ways to manage the stress. In the certificate course on Human Rights, the students were made familiar with the charter of human rights of United Nations and the fundamental rights enshrined in Indian Constitution. In the certificate course of Garment Manufacturing and Fashion Designing the students have been given training on Embroideries, Seams, Printing, Design Analysis and colour Schemes. In the certificate course in Local History of Nagpur information on various places of historical importance in Nagpur was imparted. In the certificate course of Rural Development various schemes of rural development was communicated. In the certificate course in 'Herbal Plants' invaluable information on various herbal medicinal plants was given. In the certificate course in 'Cyber Security' information was imparted on cyber-crimes and to secure oneself from these cyber-attacks and securing one's digital footprints online.

| File Description                                       | Documents   |
|--|---|
| Strategic Plan and deployment documents on the website | <a href="#">View File</a>   |
| Paste link for additional information                  | <a href="https://santajicollege.ac.in/agar2021_22/AnnualReport_263.pdf">https://santajicollege.ac.in/agar2021_22/AnnualReport_263.pdf</a> |
| Upload any additional information                      | <a href="#">View File</a>   |

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

The college is run by Shri Santaji Shikshan Vikas Sanstha. The Management comprises of the President, Vice-President, Secretary, Joint Secretary, Treasurer, and Members. The college adheres to the policy of transparency and efficiency that requires compliance with prescribed norms to ensure the smooth functioning of the institution. The Principal serves as the head of the institution and handles responsibility for all administrative assignments and tasks. The College Development Committee is authorised to create a comprehensive development plan encompassing academic, administrative, and infrastructural growth. The College

Development Committee also reviews the overall teaching process and suggests the measure for the effective implementation of the teaching-learning process for the academic growth of the institution. The Internal Quality Assurance Cell assesses the policies and programs in place and recommends initiatives focused on improving quality, making appropriate and necessary suggestions to enhance academic excellence. The institution strictly follows appointment and service rules for both teaching and non-teaching staff in accordance with UGC regulations and Government Resolutions issued by the Central and State Governments. The institution upholds a transparent mechanism for appointment of employees, based solely on merit and quality by following the recommendations of the interview committee.

| File Description                              | Documents   |
|---|---|
| Paste link for additional information         | <a href="https://santajicollege.ac.in/aqar2021_22/Link_6_2_2.pdf">https://santajicollege.ac.in/aqar2021_22/Link_6_2_2.pdf</a> |
| Link to Organogram of the institution webpage | <a href="https://santajicollege.ac.in/organogram/">https://santajicollege.ac.in/organogram/</a>                               |
| Upload any additional information             | <a href="#">View File</a>   |

### 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  | <a href="#">View File</a> |
| Screen shots of user interfaces  | <a href="#">View File</a> |
| Any additional information   | <a href="#">View File</a> |
| Details of implementation of e-governance in areas of operation, Administration etc(Data Template) | <a href="#">View File</a> |

### 6.3 - Faculty Empowerment Strategies

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

The college has Santaji Mahavidyalaya Employees' Co-operative

Credit Society Limited, Nagpur, which is a registered credit society. The society primarily consists of permanent employees of the college. It offers various provisions, including fixed deposits and loans for both regular and emergency purposes. A regular loan of Rs. 75,000 can be obtained at an interest rate of 11%, while emergency loans are sanctioned based on the urgency of the situation, with priority is given to those who are in desperate need of funds. Currently, the society has 31 members and shares worth Rs. 6,46,500/- and deposits worth Rs. 3,05,150/- Its office bearers include a President, Vice President, Secretary, Treasurer, and seven members, including two females. Monthly meetings and an annual general meeting are held to ensure regular communication and decision-making. To facilitate transactions, the society maintains a current account through a bank, ensuring transparency and accountability. An annual audit is conducted to ensure fair transactions and adherence to financial regulations. Furthermore, the college follows the state government's policy for the reimbursement of medical expenses incurred by college employees. The necessary procedures are followed in submitting proposals to the office of the Joint Director, ensuring compliance with established protocols.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/ClaimForMedicalReimbursement_6_3_1.pdf">https://santajicollege.ac.in/aqar2021_22/ClaimForMedicalReimbursement_6_3_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

### 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

06

| File Description  | Documents                 |
|---|---------------------------|
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template) | <a href="#">View File</a> |

**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**

7

| File Description   | Documents                 |
|--|---------------------------|
| Reports of the Human Resource Development Centres (UGCASC or other relevant centres).  | <a href="#">View File</a> |
| Reports of Academic Staff College or similar centers   | <a href="#">View File</a> |
| Upload any additional information  | <a href="#">View File</a> |
| Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template) | <a href="#">View File</a> |

**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**

36

| File Description  | Documents                 |
|---|---------------------------|
| IQAC report summary   | <a href="#">View File</a> |
| Reports of the Human Resource Development Centres (UGCASC or other relevant centers)              | <a href="#">View File</a> |
| Upload any additional information   | <a href="#">View File</a> |
| Details of teachers attending professional development programmes during the year (Data Template) | <a href="#">View File</a> |

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

The college has implemented a Performance Appraisal System for both teaching and non-teaching staff. At the end of each academic session, the teaching staff is required to submit Performance Appraisal forms, which include a self-appraisal covering various aspects specified by the UGC. Research papers published in peer-reviewed journals or those included in the UGC-CARE list are awarded marks as one of the evaluation criteria. Additionally, the development of ICT-mediated teaching methods, innovative courses, and curricula are considered. Marks are also given for research scholars who have been awarded Ph.D. or have submitted their thesis. If necessary, letters are issued to teachers and employees who need to alter their work approach to achieve satisfactory results. The confidential reports of non-teaching staff encompass elements such as punctuality, accountability, promptness in task completion, and attitude towards colleagues and students. The self-appraisal forms and confidential reports are collected and consolidated into a comprehensive report. When required, letters are sent to teachers and employees who need to modify their working or teaching methods to ensure satisfactory outcomes. The purpose of the Performance Appraisal System is to promote accountability, enhance performance, and foster a culture of continuous improvement among the college staff.



| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File_6_3_5.pdf">https://santajicollege.ac.in/agar2021_22/File_6_3_5.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

#### 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 Santaji Shikshan Vikas Sanstha has engaged the services of M/s RiteshBamnote & Associates, a firm of Chartered Accountants in Nagpur, to oversee monthly accounting activities. The chartered accountants have been assigned the task of monitoring daily financial transactions and preparing Bank Reconciliation statements. They are authorized to scrutinize vouchers, invoices, the Daily Fees Collection Report, and Salary Bills, as well as develop and implement Internal Financial Controls. The audit process covers various aspects, including the examination of salary grants and payments to contributory teachers, fees collected from students (such as Tuition Fees, Library Fees, College Exam fees, Medical Exam Fees, Admission Fees, Games and Sports Fees, Home Economics Practical Fees, Identity Card Fees, Cycle Stand Fees, Extra-Curricular Activities Fees, Physical Test Fees, Entrepreneurship Development Fees, Student Insurance Fees, and CMS Fees). Additionally, financial details of indirect/non-recurring receipts are submitted for auditing, which include information on Government Provident Fund, Professional Tax, Life Insurance Premiums, Group Insurance premiums, and deducted Income Tax. This process is transparent, and all stakeholders can access the financial information as and when required. The aim is to ensure accountability and maintain accurate financial records.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File1_6_4_1.pdf">https://santajicollege.ac.in/agar2021_22/File1_6_4_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

#### 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)**

00

| File Description  | Documents                 |
|---|---------------------------|
| Annual statements of accounts   | No File Uploaded          |
| Any additional information  | No File Uploaded          |
| Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template) | <a href="#">View File</a> |

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

The college has implemented a policy for mobilizing resources, placing a strong emphasis on fairness and transparency to ensure appropriate utilization of funds. The allocation of resources is determined on the basis of nature of programs and activities, allowing for effective management of funds. The college management takes on the responsibility of verifying and ensuring the proper use of funds, while the treasurer shares the responsibility for collecting and spending funds. Authorized external auditors have been given the authority to examine receipts and payments and prepare the balance sheet once they are satisfied with the financial records. The college management provides financial assistance for organizing various events such as seminars, conferences, webinars, workshops, intercollegiate cross country events, mega cultural festival, and other programs. The staff appointed by the management is eligible for Provident Fund benefits, and proposals for financial assistance are submitted to the Management for final approval. Both internal and external auditors meticulously review all financial transactions to guarantee accuracy and compliance. Additionally, the college operates the College Student Responsibility Fund, where funds are collected by the college teachers. This fund is dedicated to supporting specific initiatives and responsibilities related to students.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File1_6_4_3.pdf">https://santajicollege.ac.in/agar2021_22/File1_6_4_3.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

## 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

In pursuit of institutionalizing strategies and processes for quality assurance, the IQAC implemented the following programs:

An exchange program between faculty and students was conducted online from June 30, 2021 to July 5, 2021, in collaboration with Yashoda Girls' Arts & Commerce College, Nagpur for the students of B.Com and B.A. Sem II. A "National Level Faculty Development-cum-Orientation Programme on Assessment and Accreditation Process of NAAC." on Sept 20 to 27, 2021 in collaboration with IQACs of several institutions including Yashoda Girls' Arts & Commerce College, Nagpur, J. M. Patel Arts, Commerce & Science College, Bhandara, Dharampeth M. P. Deo Memorial Science College, Nagpur, MahilaMahavidyalaya, Nagpur, Dr. M. K. Umathe College, Nagpur, and Bar. Sheshrao Wankhede College of Arts & Commerce, Khaparkheda. A collaborative online Faculty Development Program on "Professional Ethics" was organized on May 30, 2022, by the IQACs of colleges with whom MoU was signed. The IQACs and Placement Cells of various institutions, including Santaji Mahavidyalaya, Nagpur, jointly organized a one-day state-level online seminar on "Reflexology: An Alternative Theory as a Career Opportunity and Life Skill for Teachers, Non-teaching Staff, and Students" on August 6, 2021. The IQAC analyzed feedback reports and provided valuable suggestions for continuous improvement.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/agar2021_22/File6_5_1.pdf">https://santajicollege.ac.in/agar2021_22/File6_5_1.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of

operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The college has shown gradual progress since the last evaluation. From June 30th to July 5th, 2021, an online Faculty and Student Exchange Program took place in collaboration with Yashoda Girls Arts and Commerce College, Nagpur, catering specifically to B.COM and B.A. Semester II students. An online Faculty Development Program on "Professional Ethics" was successfully conducted on May 30th, 2022, in partnership with IQACs of various institutions including M.P. Deo Memorial Dharampeth Science College, Nagpur, J.M. Patel Arts, Commerce and Science College, Bhandara, Dr. M.K. Umathe Arts and Commerce College, Nagpur, Barrister Sheshrao Wankhede Arts and Commerce College, Khaparkheda, MahilaMahavidyalaya, Nagpur, and Vidyasagar Kala Mahavidyalaya, Ramtek. To enhance the teaching-learning experience, the IQAC recommended the integration of information and communication technology. The college has effectively utilized smart classrooms and adapted to online lectures, digital notes, Google forms, and Google classrooms amidst the Covid-19 pandemic. Special provisions have been implemented to ensure a smooth teaching process for students with disabilities. For visually impaired students, the college offers the ABRAR device, recorded textbooks, and resources for reading Braille scripts. Through collaboration with "SAKSHAM," a national organization dedicated to the welfare of the disabled, 13 books have been transformed into audio format.

| File Description                      | Documents   |
|---------------------------------------|---|
| Paste link for additional information | <a href="https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_3.pdf">https://santajicollege.ac.in/aqar2021_22/Link_file2_4_1_3.pdf</a> |
| Upload any additional information     | <a href="#">View File</a>   |

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

A. All of the above

| File Description   | Documents   |
|--|---|
| Paste web link of Annual reports of Institution                                    | <a href="https://santajicollege.ac.in/agar2021_22/AnnualReport_2_6_3.pdf">https://santajicollege.ac.in/agar2021_22/AnnualReport_2_6_3.pdf</a> |
| Upload e-copies of the accreditations and certifications                           | <a href="#">View File</a>   |
| Upload any additional information  | <a href="#">View File</a>   |
| Upload details of Quality assurance initiatives of the institution (Data Template) | <a href="#">View File</a>   |

## INSTITUTIONAL VALUES AND BEST PRACTICES

### 7.1 - Institutional Values and Social Responsibilities

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

The institution is dedicated to promoting gender equity and preventing gender discrimination among all individuals involved. The Prevention of Sexual Harassment Cell adheres to the guidelines set by the Maharashtra State Women Commission and UGC to protect female students and women employees from harassment within the college. During the induction program, newly admitted students are educated about this crucial matter. An online program on "Gender Equality" was conducted on February 4, 2022. Esteemed guest speakers, Mrs. Chhaya Thokal, a renowned family counsellor from Matru Sewa Sangh, Nagpur, and Rahul Dhoble, Assistant Professor at Dr. Babasaheb Ambedkar Law College, RTM Nagpur University, were invited to share their perspectives on the topic. The Prevention of Sexual Harassment Cell collaborated with the National Service Scheme Unit of SantajiMahavidyalaya, Nagpur, to celebrate International Women's Day on March 8, 2022. Mrs. Sana Pandit, a motivational speaker, columnist, and counsellor, was the Chief Guest of the programme. Complaints can be registered with the Prevention of Sexual Harassment Cell, and so far, no incidents of gender discrimination or sexual harassment have been reported. The college has implemented a robust mechanism to address such issues, fostering a harmonious gender environment within its premises.

| File Description   | Documents   |
|--|---|
| Annual gender sensitization action plan  | <a href="https://santajicollege.ac.in/aqar2021_22/Annual_Gender_Sensitization_ActionPlan2021_22.pdf">https://santajicollege.ac.in/aqar2021_22/Annual_Gender_Sensitization_ActionPlan2021_22.pdf</a>   |
| 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 | <a href="https://santajicollege.ac.in/aqar2021_22/Specific_facilities_provided_for_women_2021_22.pdf">https://santajicollege.ac.in/aqar2021_22/Specific_facilities_provided_for_women_2021_22.pdf</a> |

**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         | <a href="#">View File</a> |
| Any other relevant information | <a href="#">View File</a> |

**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 institution considers the proper disposal of all forms of waste as a primary responsibility. Since the college has science laboratories, it follows environmentally-friendly protocols for disposing of hazardous waste. Depending on the type of waste, it is handed over to authorized agencies for appropriate disposal. Daily cleaning of the college building, gym, and canteen takes place and the waste is stored in large dustbins. Garden waste, including dried vegetation, fallen leaves, straw, garden trimmings, fresh leaves, and other plant materials, is regularly disposed of through composting. To handle biomedical waste, the college has a memorandum of understanding (MoU) with M/s Superb Hygienic Disposal Ltd. This partnership entails collection, transportation, treatment, and disposal of waste such as bacterial cultures, media containing micro-organisms, serum samples, and other biological waste from the Biotechnology and Microbiology laboratories. The e-waste generated in the computer laboratory,

such as computers, CPUs, CRT monitors, LED monitors, keyboards, mice, UPS systems, switch boxes, and stabilizers, is collected and sold to Guddu All Computer Scrap, Nagpur. The college ensures that the e-waste is handed over to authorized companies approved by the Maharashtra Pollution Control Board. The students and teachers adhere to the regulations provided by the government in this matter.

| File Description  | Documents                 |
|---|---------------------------|
| Relevant documents like agreements / MoUs with Government and other approved agencies | <a href="#">View File</a> |
| Geo tagged photographs of the facilities  | <a href="#">View File</a> |

**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**

**B. Any 3 of the above**

| File Description                                  | Documents                 |
|---|---------------------------|
| Geo tagged photographs / videos of the facilities | <a href="#">View File</a> |
| Any other relevant information                    | <a href="#">View File</a> |

**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**

**A. Any 4 or All of the above**

| File Description   | Documents                 |
|--|---------------------------|
| Geo tagged photos / videos of the facilities                       | <a href="#">View File</a> |
| Various policy documents / decisions circulated for implementation | <a href="#">View File</a> |
| Any other relevant documents                                       | <a href="#">View File</a> |

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

**7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following**  
**1.Green audit 2. Energy audit**  
**3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities**

**A. Any 4 or all of the above**

| File Description  | Documents                 |
|---|---------------------------|
| Reports on environment and energy audits submitted by the auditing agency | <a href="#">View File</a> |
| Certification by the auditing agency                                      | <a href="#">View File</a> |
| Certificates of the awards received                                       | No File Uploaded          |
| Any other relevant information  | <a href="#">View File</a> |

**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                        | <a href="#">View File</a> |
| Policy documents and information brochures on the support to be provided | <a href="#">View File</a> |
| Details of the Software procured for providing the assistance            | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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 dedicated to fostering an inclusive and harmonious environment among its diverse student and employee population. Through the organization of programs and activities, the college aims to instil ethics, values, dignity, and respect for others. During the "Induction Programme," students are educated on important topics such as Gender Equality, Anti-Ragging measures, and Human Rights. The in-charge teachers imparts such valuable information. The Equal Opportunity Cell ensures that all students have equal access and opportunities for fair social inclusion. The Anti-Ragging Cell remains vigilant, requiring students to annually submit online affidavits submitted on the UGC's anti-ragging portal. Additionally, the college's NSS unit conducts programs to raise awareness among villagers about social and communal harmony. The college strictly adheres to the reservation policies set by the central and state governments and the university. Within the disciplined atmosphere of the college, discrimination based on social, communal, cultural, regional, or linguistic backgrounds is not tolerated. The Department of Political Science also ran a certificate course on "Human Rights" to promote awareness about human rights. Overall, the college is proactive in organizing initiatives to foster a sense of harmony among students and employees, creating an atmosphere of inclusivity and understanding.



| File Description   | Documents                 |
|--|---------------------------|
| Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution) | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

The college understands that it is its responsibility to inculcate the values, rights, duties, and responsibilities amongst the students. Every year a Blood Donation Camp is organized by the NSS Department of the college on 10th August. A cleanliness awareness drive was organized in collaboration with Nagpur Municipal Corporation. In Deeksharambha - Student Induction Program, a lecture is delivered on topics like meaning, concept, origin, development, and types of Human Rights are explained. Lessons are imparted on provision of Human Rights as enshrined in Indian Constitution. Constitution Day is celebrated in the college. The programs are organized to make the students aware about the values and principles enshrined in Indian constitution. Collective reading of preamble of Indian Constitution takes place on the occasion of Constitution Day. Poster and collage making competitions and awareness programs on conservation of nature and proper disposal of E-waste have been organized. Students are deputed to participate in Indian Students' Parliament where they learn a lot about their rights and duties. An online test on Mahatma Gandhi's 'My Experiment with Truth' has been held to develop ethics. Programmes are held on World Water Day, Wetland Day, Wildlife Conservation Day, National Science Day, International Forest Day, etc.

| File Description   | Documents   |
|--|---|
| Details of activities that inculcate values; necessary to render students in to responsible citizens | <a href="https://santajicollege.ac.in/aqar2021_22/DetailedReportOfActivitiesForSensitizationToTheConstitutionalObligation_7_1_9.pdf">https://santajicollege.ac.in/aqar2021_22/DetailedReportOfActivitiesForSensitizationToTheConstitutionalObligation_7_1_9.pdf</a> |
| Any other relevant information   | <a href="https://santajicollege.ac.in/aqar2021_22/SupportingDocument_7_1_9.pdf">https://santajicollege.ac.in/aqar2021_22/SupportingDocument_7_1_9.pdf</a>   |

**7.1.10 - The Institution has a prescribed code**

**A. All of the above**

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

| File Description   | Documents                 |
|--|---------------------------|
| Code of ethics policy document   | <a href="#">View File</a> |
| 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 | <a href="#">View File</a> |
| Any other relevant information   | <a href="#">View File</a> |

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

The college zealously observes and celebrates national and international days, ensuring the mandatory attendance of both staff and students on Independence Day and Republic Day. Independence Day, Constitution Day, and Republic Day are celebrated to inculcate a sense of patriotism and pay tribute to the martyrs who played a pivotal role in India's struggle for independence and the establishment of democracy. The college also organizes diverse programs to spread awareness about the conservation and preservation of natural resources and the environment. World Environment Day, World Soil Day, International Day of Forests, World Water Day, National Science Day, and Wildlife Week are joyously celebrated to disseminate knowledge and promote concern for these vital issues. Hindi Diwas is an occasion that emphasizes the importance of the mother tongue, while National Child Day aligns with the Beti Bachao Beti Padhao mission of the Indian government. The college fervently celebrates Marathi Bhasha Gaurav Din each year, and VachanPrerna Din is dedicated to honouring the birth anniversary of the late APJ Abdul Kalam. The college organizes programs to educate and create awareness about

the influential figure Kranti Jyoti Savitribai Phule on her birth anniversary, and conducts an awareness program on International AIDS Awareness Day.

| File Description  | Documents                 |
|---|---------------------------|
| Annual report of the celebrations and commemorative events for the last (During the year) | <a href="#">View File</a> |
| Geo tagged photographs of some of the events  | <a href="#">View File</a> |
| Any other relevant information  | <a href="#">View File</a> |

## 7.2 - Best Practices

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

### Title of the Practice:

1. Career Katta
2. Helping Hands

### Objectives of the Practice:

1. To provide guidance on employability and develop entrepreneurship skills among students.
2. To uplift children living in slum areas and prevent them from engaging into harmful practices.

### The Context:

1. The college has implemented 'Career Katta' to provide guidance to the students regarding competitive examinations and entrepreneurship skills.
2. Children residing in slum areas require opportunities to receive education along with timely guidance and support.

### The Practice:

1. Enrolled students of the scheme have convenient access to information about procedures required to enhance their employability.
2. The college provides financial support to SewasrvadaBahuuddeshiy Sanstha, an organization dedicated

to uplifting children in slum areas for conducting welfare activities.

**Evidence of Success:**

1. The enrolled students have exhibited a change in their attitude as they actively prepare to succeed in competitive examinations.
2. The college has provided financial assistance to SewasarvadaBahuuudeshiy Sanstha to allocate remuneration to the teacher appointed for teaching slum dwellers.

**Challenges Faced and Required Resources:**

1. Some students expecting government-run schemes to be free of cost.

Convincing college students to actively participate in activities organized in slum areas can be difficult.

| File Description                            | Documents   |
|---|---|
| Best practices in the Institutional website | <a href="https://santajicollege.ac.in/aqar2021_22/BestPractices_2021_22.pdf">https://santajicollege.ac.in/aqar2021_22/BestPractices_2021_22.pdf</a> |
| Any other relevant information              | Nil   |

**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

During the Covid-19 pandemic, the institution organized programs and activities to raise awareness and combat the spread of the virus. Mentors were appointed to address the psychological needs of the students. On June 19, 2021, the Learning Resource Centre conducted a webinar on "Covid-19 Infection, Prevention, and Control." Department of Botany organized an online PowerPoint Presentation competition on "Uses of Important Medicinal Plants during the Covid-19 Pandemic" on October 7, 2021. In collaboration with the Health Department of Nagpur Municipal Corporation, the college's Health Care Committee and NSS organized Covid-19 prevention vaccination drive on September 21, 2021, and November 1, 2021. The Department of Microbiology held an online article writing competition on 'Mucormycosis' on September 27, 2021.

On January 5, 2022, in association with the Health Department of Nagpur Municipal Corporation, an RT-PCR test drive was conducted for teaching, non-teaching staff and students. The Department of Hindi organized a Poster-making competition on "Covid-19 Vaccination and Precautions to Avoid It" on January 20, 2022. The Department of Biotechnology organized a PowerPoint Presentation competition on "The Role of Recombinant Vaccines in the Treatment of Covid-19" on March 26, 2022. The institution has gained recognition as a center of excellence in Career Katta.

| File Description                             | Documents                 |
|--|---------------------------|
| Appropriate web in the Institutional website | <a href="#">View File</a> |
| Any other relevant information               | <a href="#">View File</a> |

### 7.3.2 - Plan of action for the next academic year

The institution has prepared a plan of action to be implemented in the academic year 2022-23. Few remarkable activities to be implemented are as follows: In the beginning of the session Students Induction Programme will be held. Departments under Social Sciences have decided to organize an ICSSR sponsored national interdisciplinary seminar. Career Oriented Short-Term Certificate Courses will be held. Learning Resource Centre has decided to offer internships of 35 days to students. Department of English has planned to organize National Level Literary Quiz Competition and National Level Self-composed Poetry Recitation Competition in collaboration with Shakespeare Society of Central India. The NSS unit of the college has decided to organize Special Winter Camp, Cleanliness Drive, Tree Plantation and Blood Donation Camp and the activities to promote green initiatives. The institution has decided to sign MoUs with other HEIs and prominent bodies for academics and other related activities, It has been planned that workshops, seminars and educational visits will be organized. As a part of social obligation Rotaract Club has decided to donate woolen clothes to the homeless in winter season. Institution Innovation Council decided to organize inter-collegiate 'Idea Competition'. Inter-collegiate cultural competition will be held under "Unnati" cultural fest in the month of December.