Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SANTAJI MAHAVIDYALAYA**
Name of the head of the Institution	**Dr. Priya D. Wanjari**
Designation	**Principal(in-charge)**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**07122283953**
Mobile no.	**9158227444**
Registered Email	**santajicollege@gmail.com**
Alternate Email	**santaji_it7@yahoo.com**
Address	**Pt. Jawaharlal Nehru Marg, Chhatrapati Square, New Sneh Nagar**
City/Town	**Nagpur**
State/UT	**Maharashtra**
Pincode	**440015**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed and grant-in-aid**
Name of the IQAC co-ordinator/Director	**Dr. Neehal R. Sheikh**
Phone no/Alternate Phone no.	**07122286305**
Mobile no.	**9922299893**
Registered Email	**santajicollege@gmail.com**
Alternate Email	**iqacsantaji@gmail.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	[https://santajicollege.ac.in/AQAR_20 17_18.pdf](https://santajicollege.ac.in/AQAR_2017_18.pdf)

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	[https://santajicollege.ac.in/iqac_Acade mic_Calendar_2018_19.pdf](https://santajicollege.ac.in/iqac_Academic_Calendar_2018_19.pdf)

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**B**	**70.90**	**2004**	**03-May-2004**	**02-May-2009**
2	**B**	**2.50**	**2011**	**27-Mar-2011**	**26-Mar-2016**
3	**A**	**3.05**	**2017**	**28-Mar-2017**	**27-Mar-2022**

6. Date of Establishment of IQAC	**15-Aug-2004**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture

Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Participation in Mission Nirmalya-Collection at Futala Lake during Ganesh Immersion	23-Sep-2018 01	16
Workshop on Preparation of Eco-friendly Ganpati	08-Sep-2018 02	16
Awareness Programme on Use of VVPAT & EVM	09-Mar-2019 01	73
Implementation of Earn & Learn Scheme	07-May-2018 09	1
Faculty Development Programme on ICT	24-Apr-2019 04	42
Workshop on Techniques in Molecular Biology	17-Sep-2018 01	24
Workshop on Food Adulteration	25-Jan-2019 01	40
Participation in Mission Nirmalya-Collection at Futala Lake during Ganesh Immersion	23-Sep-2018 01	16
Training program on Information Literacy	21-Sep-2018 01	38
[View File](#)		

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

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
None	None	N. A.	2019 00	0
[View File](#)				

9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)

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

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

Organization of National Seminar on 'Measuring Outcomes, Good Documentation Innovations and Best Practices'.

Organization of workshop on 'SWAYAM' and 'MOOC'.

Organization of Orientation Program on 'Student Satisfaction Survey'.

Boost to enrolment of Ph.D. Scholars in RTM Nagpur University Recognized Centre of Higher Learning and Research at the college.

Acting as facilitator for Green Audit

[View File](#)

13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Training Programme on Online Submission of AntiRagging Affidavits to UGC	The students were imparted training on how to fill online the affidavits about antiragging. 380 students filled the online affidavits. The hard copy of these online forms have been collected with signature of students and parents.
undefined	undefined
Workshop on fabric Painting	Mrs. Manjusha Bhombe from 'Fevicryl Idea' conducted workshop on 'Fabric Painting' with the help of Neon Colours. This workshop aimed at boosting employment skills as students were trained on 'Preparation of Bags, colourful envelops and mobile covers'.
Career Oriented Course on 'Communicative English'	The students developed and acquired confidence about communication skills in English. This course was implemented from the point of view of enhancing their employability skills. Besides spoken English, nonverbal communication was also taught.
Awareness Programme on 'Rights of Women'	Adv. Jayashree Alkari imparted guidance about Rights of Women. Students came to know about Gender Equality and concerning laws.

Green Audit	The college has decided to take a directed action which are inline with the United Nations Sustainability Development Goal, precisely UNSDG – 13. The college is aligning itself towards the UNFCCC'S goal of limiting global temperature rise to well below 2oC and to perceive efforts to limit the temperature increase to 1.5oC above preindustrial levels. The college has purchased VERs from the VCS registry to offset emissions. The VCS registry qualifies the 'Additional Projects' which cause additional real and measureable emission deductions which are certified by Designated Operational entities.
Workshop on 'Artificial Flower Arrangement'	The students acquired skills of preparing artificial flowers from fabric like Organdy, Tissue, Satin, Socking and Crape.
Workshop on 'Tie and Dye'	Experts were invited from outside to impart guidance on 'Tie and Dye'. Mrs. Bharti Wakade from 'Fevicryl Idea' trained the students from their career point of view.
Guest Lecture on 'Cloud Computing and Network Security'	Network effects are some of the strongest forces in the world of technology today. They are partly responsible for the success of both traditional software, such as the Windows OS, and of services such as Google and Facebook. Companies are always keen on exploiting network effects since they create a subtle form of lock-in. Cloud Computing allows big data processing over the internet. A cloud platform provider can achieve dominance like the Windows OS did. And a cloud infrastructure provider can make its technology the standard for virtual machines, or for some other basic functionality such as storage or load balancing. While the power that comes from network effects isn't always abused, the risk is there.
[View File](#)	

14. Whether AQAR was placed before statutory body ?	Yes

Name of Statutory Body	Meeting Date
College Development Committee	03-Jun-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
16. Whether institutional data submitted to AISHE:	Yes
Year of Submission	2019
Date of Submission	03-Jan-2019
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)	1. Admission process – Once the admission form have been finalized the process of feeding data has been computerized. The college uses the prescribed software for enrolment, subject allotment, category wise bifurcation and merit wise sequence of students. Identity cards and certificates have been generated through computerized process. 2. Scholarship Special orientation programme has been conducted for the students who are desirous to apply for such schemes and an online demonstration has been presented to explain the procedure about filling of the form. 3. Examination – Besides traditional way of conducting examination, online examinations and test have also been conducted. WhatsApp groups of all classes have been created strictly for academic purposes only. The question papers of previous examinations have also been posted there. 4. Academic – Creation of Google Classrooms, Google Forms and sending study material through mails, links and PDF files has been in practice. 5. Following information regarding MIS has been uploaded and sent to https://dhemis.maharashtra.gov.in/ General details of the Office/Institute, Details of Courses Conducted, Total Approved Seats, Subject Wise Approved Seats, Research Activities, Student Enrollment in different courses, Differentlyabled students Enrollment and expenditure, Scholarship Availing Students, Availability of Facilities, Details of Library, Examination Results, Breakup

of Fees Received and Expenditure Status. 6. Library: Following services have been either digitalized or computerized. a. Circulation: The Learning Resource Centre has Libman Software. It provides the following circulation services. Book Bank Scheme: Three books have been issued to three toppers of each class. Two books have been issued to two economically weaker students in a class. Deposit Scheme: The students have been issued four books on deposit. Deposit Scheme for External Students: Such students have been enrolled and issued books. Issue Scheme for Competitive Exam Aspirants: Those who are preparing for competitive exams have been issued two competitive exam books. Issue Scheme for Research Scholars: Five books have been issued to Research Scholars. Issue Scheme for Differentlyabled Students: Those who are differentlyabled have been enrolled and have been issued three books. b. OPAC (Online Public Access Catalogue): OPAC is the inhouse database of books. The user can search the book according to keyword, title, author and publisher through OPAC c. Institutional Repository: The LRC has prepared the Repository to store and disseminate its own publication as well as other reading material. DELTA, Utkarsh Magazine, SMV Bulletin, Syllabus, Question Paper, Question Bank, Project List, Recorded Books etc. can be accessed through Institutional Repository. d. Information delivery through WhatsApp and Email: Academic information has been provided through WhatsApp and Email. e. Downloading and Surfing (Internetbased service): LRC has provided internet facility through which the users surf the academic websites, EJournal, Books, Databases, OERs and download them. f. Newspaper Clipping Online: Important news clippings are provided through WhatsApp. g. Content Alert Service Online: The LRC has huge collection of Research Journals and Competitive Exam Magazines. Their content page has been provided to the endusers through WhatsApp. h. Information and Reference Service: This service has been provided through WhatsApp and Email.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

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

The students have been trained in review writing. The idea behind adopting Communicative Language Teaching (CLT) is to help learners communicate more effectively and correctly in realistic situations that they may find themselves in. This type of teaching involves focusing on important aspects like suggesting, thanks giving, inviting, complaining, and asking for directions, to name but a few. The main aim of Task Based Language Learning is task completion. Usually, relevant and interesting tasks are set by the teacher and students are expected to draw on their pre-existing knowledge of English to complete the task with as few errors as possible. ICT based teaching is done for effective teaching learning process. Activities like use of charts, Field Visits, Educational Tours, Guest Lectures and visit to exhibitions contribute in generation of aptitude in the subject amongst the students. The flipped classroom model basically involves encouraging students to prepare for the lesson before the class. Thus, class becomes a dynamic place in which students elaborate on what they have already studied. Students prepare topic at home so that on the next day they are ready with answers. This allows students to go beyond their normal boundaries and explore their natural curiosity. Cooperative learning method encourages students of mixed abilities to work together by promoting small group for whole class activity. Through verbally expressing their ideas and responding to others the students develop self-confidence as well as enhance their communication and critical thinking skills which are vital in life. The students are encouraged to ask questions and investigate their own ideas which help in improving their problems-solving skills as well as gain a deeper understanding of academic concepts. Classroom teaching is done through eclectic methods, through games, experimental methods of teaching, lecture cum demonstration method, teaching through molecular model kit, Brain storming method, organization of classroom seminars, presentations and workshops. WhatsApp groups have been formed for academic purpose. Certain concepts are taught through explanation of problems and graphical representation. Working model and practical based teaching is also done. At the beginning of the academic session a unit wise schedule of teaching is prepared by all the teachers which is conveyed to the students. Curriculum related activities are also finalized and incorporated into the academic calendar. The plan of teaching and organization of programmes is done in such a manner that the interest of the students is kept alive and the academic atmosphere is kept intact. The teachers work in coordination with the Programme Officers of activities like NSS, NCC, Sports, Cultural and Lifelong Learning and Extension before giving a final shape to their own departmental academic schedule. The academic calendar is scheduled and prepared in such a way that maximum students get an opportunity to participate in as many activities as possible without causing any harm to their studies. After the organization of every activity a report is prepared and submitted. All the teachers prepare daily diary and monthly plan to record the portion of the syllabus taught.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entreprene urship	Skill Development
Fashion Designing and Manufact	N. A.	18/07/2018	365	The course polished the skills of	It gives wings to their

uring (Maharashtra State Board)				the students by imparting them the knowledge of various aspects of fashion designing which included sketching ideas, selection of fabric, drawing patters of garments. It has helped them to venture into their business	imaginative ideas and enlarges their scope to experiment with the changing fashion trends.
Fashion and English Dramas	N. A.	07/08/2018	60	The training imparted in the certificate course enhanced the employability skills of the enrolled students. They were convinced that these skills can become a source of revenue generation. These students can score success in Fashion Designing.	Information about the kinds of dresses prevalent during the times of the dramatists was drawn after reading and research. The teachers who acted as trainers guided the students. These dresses have been kept on display which received a huge applause.
N. A.	Conversational Skills	12/01/2019	60	Basic training in conversational techniques prepares the students to explore new avenues of	Conversation is considered to be an art having great potential to bring huge success. The

| | | employment. There are a lot of jobs where conver sational mannerisms are held in high esteem. The course prepares them for such employment o pportunities . | students were trained on the types of conversat ions according to the different situations. Verbal and non-verbal c ommunication skills were taught. |

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
Nill	Nil	Nill
[View File](#)		

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

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
Nill	N. A.	Nill

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

	Certificate	Diploma Course
Number of Students	128	54

1.3 – Curriculum Enrichment

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

Value Added Courses	Date of Introduction	Number of Students Enrolled
Etiquettes in conversation	10/12/2018	32
[View File](#)		

1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
Nill	Nil	Nill
[View File](#)		

1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes

Alumni	Yes
Parents	Yes

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

Feedback Obtained
The obtained feedback is analyzed and the data is collected to finalize whether the institution is sailing towards the right direction. If not, changes are brought in accordingly. The college has a feedback committee which works in collaboration with the IQAC to study and analyze the data and frame proper recommendations. The feedback about the teachers is obtained through online mode. Heads like Subject Knowledge, Effectiveness, Attitude towards students, Evaluation of students' performance, completion of syllabus, providing encouragement to students, organization of classroom activities, holding of in and out classroom discussions, maintenance of decorum and discipline and holding of tests and examinations have been included in the feedback form. Percentage is drawn on the basis of information found in all feedback forms. Then a conclusion is drawn about the performance of the teachers in the class. The feedback is studied and received in the most sincere manner to ensure fair delivery of services by the teachers to provide maximum benefit to the students. The satisfaction level is judged and corrective measures are taken if any lacuna is noticed. The feedback is conveyed to the concerning teacher with appropriate remarks of appreciation or recommendations for improvement. Feedback has been obtained from parents regarding quality of teaching and overall facilities available for their wards. The feedback is reviewed and the pros and cons are paid attention to. The message conveyed by the parents is conveyed to the concerning teacher or officer. Necessary and feasible changes in facilities have been brought into being to provide better services to the stakeholders. The feedback from the college management provides an insight into the working style of the employees and the changes and modifications that need to be infused into the system. The feedback also conveys the expectations regarding providing maximum benefits to the students who are considered to be the prime beneficiaries. Members of Alumni Association provide feedback regarding nature of activities to be organized. Information is collected from them about the fields or areas where their guidance will be helpful to the institution and students. Feedback from the alumni has been obtained through the offline mode. Their views about infrastructure, involvement of alumni in college activities, coordination of college with the Alumni Association, Extension Activities, Extra-curricular activities, Academic Activities, Library facilities, Sports facilities, outreach programmes and overall atmosphere are invited. The feedback is analysed on the basis of grades marking from poor to excellent. The feedback is discussed in the meeting of Alumni Association and remedial measures are accepted and implemented. Some extension activities are organized according to the ideas suggested by the members. The parents and members of Alumni Association are free to visit all the departments and attend the activities so that an appropriate and relevant feedback can be obtained. The feedback received from Teachers explains the kinds of facilities need to be made available for overall development. Their remarks and recommendations are thoroughly studied and proper and effective measures are initiated.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled

MCom	Commerce	160	119	116
BSc	Science	672	628	625
BBA	Management	360	223	218
BCom	Commerce (English Medium)	360	314	307
BCom	Commerce (Marathi Medium)	360	249	236
BA	Arts and Humanities	460	400	386
BCom	Computer Application	360	143	135
BCA	Computer Application	240	155	148
MA	English	160	33	31

View File

2.2 – Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	2055	147	27	2	8

2.3 – Teaching - Learning Process

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

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
63	27	10	7	1	21

View File of ICT Tools and resources

View File of E-resources and techniques used

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The teachers accomplish the task of mentoring. A teacher is assigned a particular number of students for mentoring. During the initial months of the academic session, students suffering from emotional setback, domestic gender discrimination, domestic problems, shyness, ill habits, being weak in academics and psychological disturbance have been identified and enrolled for mentoring after holding deliberations with parents. The root cause of the problems has been known through closed door discussion or conversation, holding talk with family members or by visiting their residence and the mode of mentoring has been directed accordingly. In some cases those teachers who have taught these students previously have been consulted to design an appropriate strategy as a remedial measure. The aim of mentoring is to bring all the students into the mainstream. Training in special yoga techniques has been given to students who have fallen victim to emotional setback and psychological disturbance followed by counselling to enhance their potential to concentrate and enjoy peaceful mind so that they can concentrate on studies. Participation in Yoga training sessions has helped

them in establishing stability of thought and concentration. Few students have been identified who have been suffering from domestic Gender discrimination or domestic violence. Consultations have been held with parents and family members in such cases. All possible efforts have been made to ensure that the students overcome such barriers. In some cases it has been found that students suffering from poverty suffer from certain complexes. Special counselling is done in such cases. Sometimes it is found that some students hailing from rural areas remain shy and aloof. Such students are trained in leadership skills through activities so that they can be brought into the mainstream. Activities like Quiz, Group Discussion and classroom seminar have been organized and students who were shy in responding have been identified. The causes of their low level of confidence has been known through closed door dialogue or meeting with parents and family members. Such students have been made to participate in Quiz designed on prescribed chapter/lesson as an initial step towards overcoming shyness. Then they were made Group leaders in Group Discussion to present their views of their team. In this way boldness in inculcated and stage fright has been dispelled. Special sessions have been conducted by inviting experts to speak on Ill Effects of bad habits. Ill effects of consumption of tobacco or any intoxicant has been conveyed through specialized expertise. It has been elucidated how bad habits can damage the concentration of mind and health which can affect the academic performance of the students. One to one sessions have been held for academically weaker students where personal interaction, guidance and counselling have been done. These students were enrolled as slow learners and given extra and rigorous academic training so that they can be brought into the mainstream and better performance is ensured. The teachers who work as mentors act as guardian of the students in the college premises. They take care of the emotional and intellectual aspects.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2202	27	1:82

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
85	27	58	13	19

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2019	Dr. Neeraja Haridas	Assistant Professor	Best Research Paper Award in International Conference at Tulsiram Gaikwad Patil Engineering College, Mohgaon, Dist – Nagpur
		View File	

2.5 – Evaluation Process and Reforms

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

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BA	N.A.	Semester I	04/01/2019	16/02/2019

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

The measures of internal evaluation are reflected in the kind of tests and examination conducted at the college level to ensure and enhance the academic standards of the students. Besides traditional unit tests and Preliminary Examination, online tests have been held. Open book tests, surprise tests, preparation of assignments through e-resources and test through Google forms have been held. The examination committee has made a comparative study of marks scored by students in the tests and the teachers have been asked to mould the strategy of teaching accordingly, if required. The findings also help to know the progress being made by the slow and advanced learners and the mentees. When the marks scored by the students are not satisfactory their parents have been called for discussion to find a positive solution. Counselling of such students has been done so that a change can be brought into their performance. All the teachers have been directed to read the answers carefully and mention appropriate remarks to point out the deficiencies needed to be removed in order to score good marks. Care is taken by the teachers so that no student feels depressed due to their remarks when the performance has not been satisfactory. It is mandatory for all the teachers to hold tests and examinations. Besides written, oral tests are also held in the form of Viva-voce and students' seminar. Such kind of tests has resulted into effective presentation skills, building up of confidence and development of oratory and leadership skills. This experiment also helps attain the goal of allaying of stage fear and making of confident presentation with coherence and proper sequence of points. Paper reading sessions for students have also been organized. They have been given certain topics to explore and asked to prepare a research paper which is to be presented before the class. This has developed an aptitude for exploration through research. Power Point Presentation mode is also used for internal evaluation. They are asked to make Power Point Presentation on a given topic. This helps them to memorize the points which can be elaborated. In practical sessions the teachers pay individual attention to ensure that the experiment is being performed in a flawless manner. The teachers follow the practice of development of a positive attitude in the student through encouragement and not to discourage him through humiliation. Internal marks are awarded on the basis of norms prescribed by the university. For practical examinations external teachers who belong to some other institution have been invited to ask questions to the students. The degree of involvement of students in co-curricular activities has also been monitored. Self Appraisal Forms have been obtained from teachers to ensure completion of course. The Skill Development Cell organizes programmes based on enhancing the employability skills of the students only after deciding upon a vision of the kind of employees to be needed in future. Before organization of any outreach, extension and academic activity, its effectiveness and utility is always taken into account.

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

The college followed the academic calendar prepared by the university for completion of courses, formalities regarding examination, admission and duration of semester. The college designed its own schedule of academic and extension activities in accordance with academic calendar of the university. Schedule of prominent activities like Guest lectures, educational tours, Students' Seminar, educational visit to Flower show, Program on the occasion of World Computer Literacy day, Workshop on Grammar, Workshop on 'Color and Color Scheme and Block and Fabric Painting', Training Program for teaching and non-teaching staff on Information Literacy, Botanical Excursion, Workshop on 'Synthesis of Surfactant Materials', Visit to places of research, Guest Lecture on Poetry, Drama and Fiction, Guest Lecture on calories and Protein

Calculation, Training Program on Drafting, Cutting and Stitching, Awareness Program on World Wetland Day, Workshop on Bonsai Plant Making, Visit to NPTI, Study Tour to Raman Science Centre, Quiz Competition on Prescribed Units of Syllabus, Workshop on 'Staining', Certificate course in 'Plant Tissue Culture', Training on Apron Stitching, Canteen Activity, Workshop on Eco-friendly Color making for Holi, Program on World Water Day, Training on ICT and Program on World Earth Day have been included in the academic calendar. These activities have been organized with vigour and enthusiasm ensuring utmost participation of the students. The feedback of programs and activities organized is obtained through different ways to know the efficacy and relevance of organization. A teacher in-charge has been assigned the responsibility to ensure that programmes and activities as featured in the academic calendar are organized as scheduled. The academic calendar also includes important days to be celebrated or observed, registration and participation of students in activities, duration of NSS Special Camp and Health Check up camp and details of cultural programs. Schedule of meeting of IQAC, Parents Teacher Association and Alumni Association is also mentioned. It is ensured that all facilities are made available to the organizing department. The detailed academic calendar was prepared and displayed on the college website during the session. It was printed in the college prospectus as well. The college conducted and organized all activities as mentioned in the academic calendar. The teachers have held at least 4 unit tests and 2 preliminary examinations per semester. The unit tests have been held in different forms like – Home and Library assignments, open book test, Viva, Surprise test, PPT presentations. In mathematics students have been asked to prepare problems on different concepts and their performance has been evaluated on the basis of graphical representation. The college excels and has made a landmark in extension activities. Department of NSS, NCC, Women's Cell, Population Education and Cultural Activities have organized useful programmes as given in the academic calendar. Meetings of Alumni Association and Parents-Teaching Association have also taken place.

2.6 – Student Performance and Learning Outcomes

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

https://santajicollege.ac.in/Program_Outcomes_2018_19.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
00	BSc	Science	156	98	62.82
00	BCom	Computer Application	21	14	66.67
00	BCom	Marathi Medium	42	26	61.90
00	BA	Arts & Humanities	54	20	37.04
00	BCom	English Medium	77	46	59.74
00	BBA	Management	28	26	92.85
00	MA	English	13	8	61.54
00	MCom	Commerce	62	50	80.62

View File

2.7 – Student Satisfaction Survey

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

 https://santajicollege.ac.in/StudentSatisfactionSurveyReport_2018_19.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Major Projects	00	N. A.	0	0
Minor Projects	00	N. A.	0	0
Interdisciplinary Projects	00	N. A.	0	0
Industry sponsored Projects	00	N. A.	0	0
Projects sponsored by the University	00	N. A.	0	0
Students Research Projects (Other than compulsory by the University)	00	N. A.	0	0
International Projects	00	N. A.	0	0
View File				

3.2 – Innovation Ecosystem

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

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	Dept. of Computer Science	19/01/2019

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	N. A.	N. A.	Nill	N. A.
View File				

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

Incubation Center	Name	Sponsered By	Name of the Start-up	Nature of Start-up	Date of Commencement

Nil	N. A.	N. A.	N. A.	N. A.	Nill

View File

3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Commerce	2

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

Type	Department	Number of Publication	Average Impact Factor (if any)
International	Physics	1	6.22

View File

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
English	2
Commerce	8
History	4
Physical Education	1
Marathi	1
Home Economics	2

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Nil	N. A.	N. A.	Nill	0	N. A.	Nill

View File

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

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Nil	N. A.	N. A.	Nill	Nill	Nill	00

View File

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

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	6	56	5	32
Presented papers	2	Nill	Nill	Nill
Resource persons	2	Nill	Nill	Nill
[View File](#)				

3.4 – Extension Activities

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

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
No Spitting Movement	Rotaract Club of Santaji Mahavidyalaya under the aegis of Rotary Club of South East Nagpur.	1	18
[View File](#)			

3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Nil	N. A.	N. A.	Nill
[View File](#)			

3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
Swachcha Bharat	NSS	Cleanliness Drive at College premises on 02/10/2018	12	173
Swachcha Bharat	NSS	Cleanliness Drive at Rajbhavan, Nagpur on 15/09/2018	3	20
Swachcha Bharat	NSS	Cleanliness Drive at Vikas Nagar, NIT Garden, Nagpur from 1st to 15th August, 2018	7	172
Swachcha	NSS	Cleanliness	5	85

| Bharat | | Drive at Vikas Nagar, NIT Garden, Nagpur on 28/07/2018 | | | |

| View File |

3.5 – Collaborations

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

Nature of activity	Participant	Source of financial support	Duration
Nil	N. A.	N. A.	00

| View File |

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

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Nil	N. A.	N. A.	Nill	Nill	00

| View File |

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

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Vinisoft Technologies, Nagpur	28/06/2018	Placement	45
MasterSoft ERP Solutions Pvt. Ltd., Nagpur	28/06/2018	Outcome based training	43
Vishal Mega Mart, Nagpur	28/06/2018	R D Services	27
Gurudev Super Bazar (Rakshak), Nagpur	28/06/2018	R D Services	39

| No file uploaded. |

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
23.5	23.09

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added

Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Value of the equipment purchased during the year (rs. in lakhs)	Existing
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Existing
Seminar halls with ICT facilities	Newly Added
Seminar halls with ICT facilities	Existing
Classrooms with Wi-Fi OR LAN	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
Classrooms with LCD facilities	Newly Added
Classrooms with LCD facilities	Existing
Seminar Halls	Newly Added
Seminar Halls	Existing
Laboratories	Newly Added
Laboratories	Existing
Class rooms	Existing
Campus Area	Existing
View File	

4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
Lib-man Software	Fully	--	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Library Automation	1	31200	Nill	Nill	1	31200

View File

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

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Nil	N. A.	N. A.	Nill

View File

4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/	Others

								GBPS)	
Existing	70	52	70	3	0	10	8	6	4
Added	0	0	0	0	0	0	0	50	0
Total	70	52	70	3	0	10	8	56	4

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

<div align="center">

0 MBPS/ GBPS

</div>

4.3.3 – Facility for e-content

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

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
8.5	829000	15	1480000

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

For Laboratories: Stock register is maintained. Safe custody of equipments and proper utilization of space is ensured. Fire safety equipments are refilled on time. Pest controlling is done. First aid box has been installed. Gas connections and pipelines are checked regularly. Regular calibration and servicing of instruments is done. Only mechanical pipetting devices have to be used. Training is given about safe handling of sharp equipments. Non-disposable sharps must be transported for decontamination, preferably by autoclaving. All cultures, stocks and other potentially infectious material are disposed off. The solid bio-hazardous waste is handed over to authorized agency. For garden: Gardener must take due care for regular maintenance. Weeds are eradicated regularly. Compost is used according to the discretion of experts. For Place for Higher Learning and Research: Full time and Part time Ph. D. Scholars remain present at the Place for Higher Learning and Research of the college according to prescribed norms. Research scholars must use all facilities judiciously. The prescribed ethics of research must be followed. For College Canteen: The food business operator must have legitimate registration or licence. College Health Care Team has been constituted to verify if Canteen Policy is effectively implemented. Pest controlling is done. Insecticides are used. Canteen audit is conducted. Insect proof screens are used. The dishes are washed and sanitized. Refrigerator must not be overstuffed. Ample supply of clean, filtered and potable drinking water is made available. Use of hair cover, gloves and shoes is mandatory. For Gym: Regular servicing and greasing of equipments is done. Separate timings have been prescribed for gents and ladies. For Stationery Shop: Stationery items are sold at no loss, no profit basis. True copy facility at minimal rates is available. For drinking water facility: Water tanks are regularly cleaned. The drinking water is tested. Water purifier has been attached to water cooler. For urinals: The urinals are washed and cleaned daily after regular intervals. An attendance chart has to be signed by the sweeper. Vending machine and incinerator have been in operation in girls' rest room. For building: All the offices, corridors, rooms and cabins

are regularly broomed, mopped and dusted. The college auditorium and premises is made available to social organizations for organizing programs of social welfare, women empowerment, rural upliftment and the like. For Library: There are categories of membership. Open Access facility is provided. The grants are utilized as per the recommendations of the Library Advisory Committee. Reading Resources are selected on recommendation of the Library Advisory Committee, HoD's and staff members. The library has Book Bank Scheme, Deposit Scheme, Deposit Scheme for External Students, Issue Scheme for Competitive Exam Aspirants, Issue Scheme for Research Scholars, Issue Scheme for Physically Disabled Students and Inter Library Loan facility. Stock Verification/Weeding is carried out. The Learning Resource Center has eight nods for library in-house operations and IT Hub. The library has Cloud based Libman Software. OPAC, Web OPAC and MOPAC. The information and e-resources can be accessed remotely.

https://santajicollege.ac.in/policies_2018_19.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	--	2	14971
Financial Support from Other Sources			
a) National	--	Nill	0
b)International	--	Nill	0
View File			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Add-on course on Functional English	10/01/2019	23	College teachers
Career Oriented Course on Communicative English	11/08/2018	22	College teachers
Skill Oriented Course on 'Fashion and English Dramas'	20/08/2018	31	Mrs. Archana Hanwatkar teachers of Dept. of English
Bridge course	16/07/2018	71	Teachers of Dept. of English
Mentoring	01/09/2018	537	College teachers
View File			

5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive	Number of benefited students by career	Number of students who have passedin the comp. exam	Number of studentsp placed

		examination	counseling activities		
2019	Guidance and Counselling	56	56	Nill	Nill
2018	Guidance and Counselling	62	55	Nill	Nill
View File					

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

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
Nill	Nill	Nill

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed
Nil	Nill	Nill	02	19	12
View File					

5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	7	B. A. III	Arts and Humanities	1. Vasantrao Naik Govt. Institute of Arts and Social Sciences, Nagpur 2. Shri Binzani City College, Nagpur	M.A. (Economics), M. A. (Pol. Sci.)
View File					

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

Items	Number of students selected/ qualifying
NET	Nill
SET	Nill
SLET	Nill
GATE	Nill

GMAT	Nill
CAT	Nill
GRE	Nill
TOFEL	Nill
Civil Services	Nill

View File

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

Activity	Level	Number of Participants
Power Point Presentation Contest	Intercollegiate	6
Singing Competition	Intercollegiate	25
Collage Making Competition	Intercollegiate	39
Debate Competition	Intercollegiate	14
Poster Making Competition	Intercollegiate	50
Essay Competition	Intercollegiate	60
Health Check-up camp on 06th 7th March, 2019	Collegiate	608
Cross Country on 18/01/2019	Intercollegiate	252
Intra-Mural on 16/01/2019	Collegiate	116
Yoga Day on 21/06/2018	Collegiate	304

View File

5.3 – Student Participation and Activities

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

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
2018	Nill	International	Nill	Nill	Nill	Nill

View File

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

As no directives regarding formation of Students' Council were issued by the University, the official Students' Council was not formed. Yet the college has ensured that representative of students. Hence, few academically bright, genuinely interested and active students were nominated on important committees. Their views have been invited on various issues so that the sentiments and inclinations of the students can be known. Two college students namely Ms. Mithila Patil and Ms. Snehal Dhole have been working as college correspondent for the reputed daily newspaper 'Maharashtra Times'. Mr. Aniket Patil of B.A. – III has worked as member of IQAC. Following important committees depict the participation and representation of students – NSS:

Pratik Sarodaya, B. Com. (Computer Application) II, Abhishek Thakre, B. A. I NCC: Vaibhav Tumde, B. Sc. II (C.S), Kalyani Junankar, B. A. I Lifelong Learning Extension: Ku. Bhumika Patel, BBA I., Ku. Arpita Dhote, B. A. I Sports Games: Bhairav Shende, BCA II, Kalyani Junankar, B. A. I Cultural Activities: Komal Pote, B. Sc. I, Mithila Patil, B. A. I College Magazine: Ekata Mandape, B. A. III, Priyanka Pharande, B. Sc. I Students' Welfare: Shital Bhole, B. Com. (Computer Application) II, Shubham D. Prajapati, B. Com. III Student Mentoring Cell: Priyanka Sonawane, B. Sc. I, Naina Shende, B. A. I Training and Placement Cell: Samiksha Bhasme, BBA I, Swapnil Hajare, B. A III Remedial Course: Vivek Chikne, B. Com. I, Minal Shende, B. A. II College Health Care: Komal Yadav, B. Sc. I, Diksha Kamble, B. A. II Library Advisory: Bhupesh Tamgade, B. Sc. II, Shubham Prajapati, B. Com. III Anti-Ragging Cell: Radha Sewalkar, B. Sc. II, Vanshree Hatkar, B. A. I Grievance Redressal Cell: Priyanka Parande, B. Sc. I, Minal Shende, B. A. II Nature Club Botanical Society Green Campus: Pranav Gorle, B. Sc. I, Chetan Dongre, B. Sc. I Cleanliness committee: Saurabh Khobragade, B. Com. (Computer Application) I, Aditya Khobragade, B. A. I Rotaract Club: Rushikesh Bisen, B.Sc.-III (PCM), Abhijeet Joshi, MA I, Nehal Kapse, BCA II, Prasanna Deshpande, B.Sc. I, Sajal Deotare, B.Sc. I, Mohit Gode, BCA II, Vivek S. Chikne, B.Com. I, Vrushab Ittadwar, B.Com. I, Mrunali A. Baseshankar, B. Sc. III, Pranali Borkar, B. Sc. III, Ms. Prajwal Bhoyar, B.Sc. I, Ms. Ashwini Mahajan, B.Sc. II, Ms. Ruchita Khodape, B.Com. I, Mr. Shantanu Gade, B. Sc. I, Mr. Mithilesh Rohankar, B. Sc. I, Mr. Rahul Mohture, B. Sc. I, Mr. Shubham Khobragade, BCA I, Mr. Krunal Dharkar, B. Sc. III

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The active participation and role of the Alumni Association has been ensured by involving them in organization of activities. A training program on Career Counselling was organized and Mr. Nitin Bagde, alumnus, was invited to render guidance. They have been invited to share their views in organization of 'Unnati' mega inter-collegiate cultural event organized by the college every year and of the State Level inter-university NSS Camp organized by the college. Mr. Sachin Menghre, alumnus, was invited to flag off the Late MLA Shri Govindraoji Wanjari Memorial Cross Country organized by Dept. of Sports and Physical Education of the college. He also acts as invited trainer for the college gym. Besides the Alumni Association has played an active role in organization of Blood Donation Camp, educational tours, outreach programmes, selection trials for cultural activities and Avishkar. The members have contributed in organization of programs marked to observe birth and death anniversaries of Great Persons. The college has a registered Alumni Association. The body includes following office bearers. The registration was done in 2017 and is valid for 5 years. The formation has been entitled as 'Santaji Mahavidyalaya Alumni Association'. All the necessary formalities were completed to comply with the prescribed registration formalities. All the office bearers were personally present during the process. The details of office bearers is as given below: 1. Shri Praful Tanabaji Kamdi - President 2. Prof Raju Bapurao Burile – Vice President 3. Smt Mrudula Balkrishna Kharkate – Secretary 4. Shri Harshal Rajendra Gajeshwar – Joint Secretary 5. Shri Ram Govindrao Wanjari - Treasurer 6. Shri Rajesh Ganpatrao Ashtankar – Member 7. Shri Anantkumar Deorao Gadre – Member Salient features of the constitution is as given below: 1. To conduct training programs 2. To organize programs to build strong rapport amongst members of alumni association. 3. To conduct activities which are academic in nature. 4. To organize programs which give boost to research. 5. To impart training in sports. 6. To extend support to economically backward students. 7. To help organize birth and death anniversaries of Great Persons. 8. To collaborate with the college in

implementing welfare measures in rural areas. 9. To contribute in implementing measures of women empowerment. 10. To make the masses aware about the Policies of State and Central Government. 11. To impart training in Handicraft. 12. To help college organize Blood Donation Camp. 13. To organize Awareness Programmes on Eye Donation. 14. To organize AIDS Awareness drive. 15. To help organize welfare programmes for the differently-abled. 16. To run Technical courses to enhance employability. 17. To train students for cultural activities. 18. To help college organize health awareness programs. 19. To impart training to unemployed youth about agriculture. 20. To arrange lectures by experts on agriculture for peasants. 21. To contribute in organizing programs based on latest technologies in agriculture. 22. To participate in outreach programs for the sake of eco-friendly initiatives. 23. To spread awareness about alternative natural resources like solar energy. 24. To impart training in Gym related activities.

5.4.2 – No. of enrolled Alumni:

596

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

56000

5.4.4 – Meetings/activities organized by Alumni Association :

The meeting of Santaji Mahavidyalaya Alumni Association was held on 5/4/2019, under the chairmanship of Dr. Priya D. Wanjari. Shri. Praful Kamdi, President, Dr. Raju Burile, Vice President, Smt. Mrudula Kharkate, Secretary, Shri. Harshal Gajeshwar, Joint Secretary, Shri. Ram Wanjari, Treasurer, Shri. Rajesh Ashtankar and Prof. Anant Gadre, Member were prominently present to present their views and lay an outline on how to provide benefit to the student through the Alumni Association. Shri. Sachin Menghare, Master Trainer in Physical Fitness was invited as Invited Member. Dr. Shrikant Pajankar, Dr. Prachi Rode, Dr. Shrikant Sontakke, members and Dr. Neehal R. Sheikh, Member Secretary of Alumni Association Committee were also present during the meeting. Shri. Praful Kamdi, President, said that the Alumni Association will donate books to the college library so that the students belonging to poverty stricken families can be provided the benefit. Dr. Raju Burile, Vice President and other members supported the proposal. Shri. Rajesh Ashtankar who is working as a teacher attributed the credit of his leadership skills to the Dept. of NSS of the college. He proposed that he would be glad to contribute in giving final shape and implementation of an NSS activity meant for the welfare of people belonging to any rural place near the college. Dr. Raju Burile mentioned that he has been working as Programme Officer of NSS at Annasaheb Gundewar College, Nagpur where he is working as Professor of History and he showed his willingness in rendering support in organization of NSS activities. The Alumni Association office bearers proposed to install a water cooler and water purifier for the teachers, students and examinees who take summer examination in scorching hot season. Shri. Sachin Menghre, Master Trainer, in Physical Fitness assured the college that he would like to render his services in the sphere of Games and Sports. Mr. Nitin Bangde, a member was invited as Resource Person in the State Level NSS camp organized by the college in association with the Dept. of NSS of RTM Nagpur University and Dept. of Higher and Technical Education, Govt. of Maharashtra. He rendered an excellent guidance on 'Selection Procedure in Defence Services'.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

1. The functioning of the college has been structured systematically to ensure that authority does not rest with the few. The final decision is to be taken by the Principal as head of the institution. There are three faculty in-charge who look after regular engagement of lectures, proper organization of programmes with a positive outcome, holding of tests and examinations, adjustment of lectures if any teacher remains absent and planwise completion of units of syllabus. The college has constituted the College Development Committee. The committee has contributed in preparation of the development plan, overall teaching programme and academic calendar. It has the power to recommend introduction of new courses and creation of posts. It can review the status of self-financing courses and make suggestions. It has the power to recommend making of MoUs and collaborations and organization of training programs for the members of teaching and non-teaching staff. The College Development Committee can draft proposals of expenditure not included in the budget and review the reports of Internal Quality Assurance Cell and make suggestions. It is empowered to suggest appropriate steps with regard to discipline, safety and security of the staff and students. The college has constituted the Internal Quality Assurance Cell as per the prescribed guidelines. It enjoys all the powers as prescribed by NAAC. 2. The college does not believe in power and authority vested with the head of the institution only. Decentralization of power brings recognition to one's thoughts and sentiments as they get expressed, accepted, appreciated and acknowledged. With this philosophy in mind all the stakeholders of the college including students, alumni, parents, management and teaching and non-teaching staff of the college have been nominated on the committees formed for effective policy implementation. Certain number of students, parents, members of the Management and Alumni Association have been nominated as invited members on the committees. Objective recommendations received from them have helped the college in preparing impactful policies and programmes. Their nomination has resulted into building up of credibility into the functioning of the college. The communication regarding any meeting has been well in advance so that the stakeholders can have discussion with others and form views to be presented in the meeting. Accordingly decisions and resolutions are taken. The meetings have been organized and due importance has been given to the views and suggestions made by the members. The suggestions have also been incorporated into the functioning of the college. Scrutiny and Verification by Stakeholders is also done. At the end of the academic session the implementation of policies, decisions, resolutions, activities and programmes have been ensured by the stakeholders. The member secretary or in-charge of any committee has been instructed to present a compliance report through which scrutiny and verification take place. Feedback and responses are invited from the stakeholders to incorporate changes or improvements in further policy drafting or framing.

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

Partial

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Admission of Students	An interactive session has been held with students of HSSC just before their examinations by the senior college teachers. Their aptitude has been judged through a test and proper counselling has been done to channelize

	their talents and inclinations. Publicity has been provided through admission notice and counselling sessions. They have been made aware of different kind of activities, add-on, career oriented and skill based courses, E-resources, Library and sports facilities.
Industry Interaction / Collaboration	World renowned IT companies are coming to Nagpur. The Placement Cell and Employment and Guidance Bureau are going to get in touch with these reputed industries and collaborate to carve out better employment opportunities for the students.
Human Resource Management	Students have been selected and chosen according to their talents, potential and inclinations they are encouraged to participate in respective academic and extension activities. The college has an NSS unit of 200 volunteers. Students, especially from rural areas who are well versed in agricultural sector and those having interest in social service have been given priority while selecting for NSS. Similarly students having keen interest in NCC, Adult Education Extension, Cultural activities and Sports and Games have been enrolled. Coaching has been imparted to students to prepare them for competitive examinations.
Library, ICT and Physical Infrastructure / Instrumentation	The library has modern and need based equipments and resources like ABRAR, Google Book, Google Scholar, EPG Pathshala, Khan Academy, NROER, Open DOAR, ROAR, NOPR, Cosmolearning, Internet Archive, Shodhganga, E-Shodhsindhu, E-Journal, Prescription of Educational Websites, E-books, E-theses, E-Manuscript and Online Databases. ICT based teaching is done with the help of Internet Enabled Computer Laboratory, Wi-Fi, K-Yan, LCD Projectors, Smart Class Room, Educational CDs DVDs, WhatsApp Groups, Google Forms, Google Classroom and Email. The present infrastructure is used in a multipurpose manner. A time table has been prepared for optimum use of infrastructure by allotment of timings for a particular activity. Movies based on certain prescribed dramas like Macbeth, Hamlet and Dr. Faustus of M. A. (English) have been screened.

Research and Development	The college is recognized 'Place for Higher Learning and Research', Centre for Ph. D. Scholars to carry out research work in English and Commerce. All the research supervisors have taken care that those topics are chosen for Ph. D. which have remain unexplored till now.
Examination and Evaluation	Activities like unit tests, surprise tests, open book tests, quiz competition on prescribed portion of syllabus, home and library assignments, classroom seminar paper reading sessions, Brainstorming sessions, Group Discussions and distribution of university question papers of previous examinations for reference have been undertaken. The question papers of previous examinations of Rashtrasant Tukadoji Maharaj Nagpur University have been handed over by the teachers and the students are imparted useful instructions in writing the model answers.
Teaching and Learning	Besides traditional way of teaching, modern and latest methods have been brought into use for the sake of effectiveness. Activities like classroom seminars, workshops, guest lectures, field and educational visits and interactive sessions have been organized to establish two way communication. Modern methods like applied method, situational teaching method, teaching through PPTs, Google Classroom, WhatsApp Groups, Emails and Google Forms have also been used. Suggestions and feedback have been obtained from students and parents to incorporate changes in teaching methodology. Some of the technical subjects have been taught through games and the enthusiasm and enjoyment of learning the concept is evident. Web links have been provided for study related projects. Remedial coaching classes and extra classes for weaker students and slow learners have been conducted. Worksheets have been prepared and given to students.
Curriculum Development	The curriculum has been designed as per UGC's latest directives and guidelines and keeping in mind the global perspective. The curriculum is designed as per the global and local needs. The curriculum is also framed with an objective of bridging the socio-

economic disparity. Dr. Priya D. Wanjari, Head, Dept. of English of the college has been instrumental in preparing 'Research Methodology' paper proposed to be introduced in M.A. (English). Two college teachers have been working on designing a creative and need based syllabi of Compulsory English and English Literature for B. A. Classes. The college teachers altered the contents of the curriculum of add-on, career oriented and skill based courses as per the prevailing trends.

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

E-governace area	Details
Planning and Development	The latest academic calendar of the college is uploaded every year on college website. Scheduled dates for activities that are going to be organized under any Department or Cell can be viewed easily on the website by the students, staff members and other visitors of the website.
Administration	All the administrative functions including admission process, application, generation of receipt, identity card generation, enrolment of students, details of exam form, admission card generation and information related to AISHE have been computerized.
Finance and Accounts	All the details of income and expenditure have been computerized. Collection of fees, online transfer of scholarship and freeship amount is done online. Details of grants and other financial matters have been digitalized.
Student Admission and Support	The admission procedure has been computerized which includes feeding of student data in the database and generation of receipt. Students' details for support services like scholarship, freeship and EBC concession are sent online. The Anti Ragging Affidavit is online submitted at the beginning of the session.
Examination	In mathematics the students are asked to search the sums online and attempt to solve them. Multiple choice questions are displayed on computer screen. Online examination has been conducted by using Google Forms.

6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
Nill	Nil	N. A.	N. A.	Nill

View File

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Faculty Development Program	Faculty Development Program	19/04/2019	26/04/2019	45	7

View File

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

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Workshop on SWAYAM MOOC	84	26/10/2018	26/10/2018	01
Summer School in Social Sciences	1	25/07/2018	18/08/2018	21
Refresher Course	1	25/07/2018	14/08/2018	21
Short term course on MOOCs, E-Content Development and Open Educational Resources	1	19/11/2018	24/11/2018	06
Student Satisfaction Survey: Scope and Challenges	46	05/03/2019	05/03/2019	01

View File

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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
12	12	Nill	Nill

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
Accidental policy, Santaji Mahavidyalaya Credit Cooperative Employee Society, Teachers' Welfare Fund	Accidental policy, Santaji Mahavidyalaya Credit Cooperative Employee Society	Mata Manjulabai Medical Aid Fund, Student Aid Fund, Accidental policy

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The college conducts extended audit through C. A. Deshmukh Shende Company. The college runs courses on grant-in basis and no grant basis. Hence separate audit is conducted of these courses. The expenditure is done and bills are obtained with GST numbers and as per rules application. At the end of the financial year all the bills and details of expenditure are made available to the authorized Chartered Accountants for verification and validation. After due verification the audited report is prepared. In the audited report generated for courses run on grant-in-aid basis important details are included in the form of entries like Direct/Recurring Receipts, Re-imbursement fees, fees collected from students, fees collected on behalf of University, Direct/Recurring expenditure, college library expenses, contingencies, fees paid to university, Indirect/Non-recurring receipts, other miscellaneous receipts, fees collected out of GoI scholarship transferred from GoI scholarship account, Indirect/non-recurring expenditure, staff contribution, amount transferred to and amount transferred from. The opening and closing balance is also mentioned to give it a transparent look. Under the head 'Fees Collected from Students' and 'Fees collected on behalf of University' all entries as prescribed by the university are included. The head showing salary has specific information like Basic Pay, DA, Home Rent Allowance, CLA, VTA, Grade Pay and Dearness Allowance arrears. The details of fees collected out of Govt. of India Scholarship of eligible students belonging to OBC, SBC, SC, ST VJ/NT categories is also shown. In the audited statement prepared for courses run on no-grant basis the details of financial transactions are highlighted through entries like – fees collected from students, salary paid to staff, contingencies, university fees collected from students, staff contribution, purchase of equipments, repairs and maintenance, fees paid to university, advance recovered from and amount transferred from. Under the specific heads showing salaries specific details like Honorarium paid to Guest Lecturers, Salary paid to non teaching staff, Employers contribution to EPF, TDS, Salary made to teaching and non teaching staff and payment to professionals are also mentioned. Precise details of expenditure made for Advertisement, Green Audit, AMC with Master Software, disposal of Biological waste, Introduction of courses like M. Sc. in Chemistry and Microbiology, Medical aid, fuel for generator and other heads are shown. The details of income and expenditure mentioned to present a fair picture. Under the main head, sub-heads have been mentioned to have a fair idea of amount spent on a particular head. As most of the financial transactions are digitalized and computerized there is no possibility of any kind of misappropriation of amount. Besides details of fees, expenditure on heads like material for Laboratories, Biometric Machine, Computers, Furniture, Library Books and Journals, Water tank, Annual Maintenance Contract for Renewal of Software, Electrical Repairs and Maintenance, Annual Maintenance Contract for

> Xerox machine, computer repair and maintenance, Plumbing and Building renovation has been mentioned. Details of amount spent on Stationery, Printing, newspaper, electricity, telephone, insurance, maintenance of Generator, Postage and Courier, Website maintenance and on other heads has been included.

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

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
--	0	--
[View File](#)		

6.4.3 – Total corpus fund generated

00

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	IQAC	No	--
Administrative	Yes	Deshmukh Shende Co.	No	Nill

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

> i) Feedback about Functioning of the college. ii) Cooperation in providing effective mentoring. iii) Being a part of Academic Audit.

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

> 1. Training program on 'Drafting Skills in English' for teaching and non-teaching staff from 18/06/2018 to 23/06/2018. Number of beneficiaries 53. 2. Faculty Development Program to impart training on 'Google Classroom, Google Form, Connecting Smart Phones to TV' from 19/04/2019 to 26/04/2019 by Dept. of Computer Science. 3. Training on 'Online courses through SWAYAM and MOOC' from 19/04/2019 to 26/04/2019 by Dept. of Computer Science.

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

> 1. Eco-friendly initiatives 2. Organization of outreach programs 3. MoUs

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	No
d)NBA or any other quality audit	No

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	Scrutiny of Research Work	09/05/2019	09/05/2019	11/05/2019	15
2019	Scrutiny	01/02/2019	01/02/2019	02/02/2019	8

of expenditure done on organization of State Level NSS Camp					

<div align="center">

[View File](#)

</div>

CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

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

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
Awareness Program on 'Problems of Women Legal Aspects'	19/09/2018	19/09/2018	69	32
Awareness Program on 'Rights of Women'	02/03/2019	02/03/2019	73	41

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
1. Implementation of activities of Green Campus Committee, Nature Club and Botanical Society. 2. Following of environmental mission and vision. 3. Organization of program to highlight Water Scarcity on the occasion of 'World Wet Land Day'. 4. Organization of Poster Making Competition on Nature related issues like 'Wildlife Conservation' and 'Protection of environment – Clean City and Ban on Plastic Bags'. 5. Organization of Model preparation and Rangoli Competition on Scientific Themes on the occasion of Science Day. 6. Organization of Educational Visit to National Environmental Engineering Research Institute, where the faculty and students had an opportunity to discuss nature related aspects with prominent experts. 7. Organization of educational visit to Institute of Science where an exhibition on 'Organic Farming' was organized. 8. Massive tree plantation drive organized at Amgaon Deoli where the State Level NSS Camp was organized by the college. 9. A technical session on 'Soil Testing' was organized at Amgaon Deoli where not only the camp participants but around 200 farmers availed the guidance rendered by renowned scientist invited for CSIR-NEERI. 10. Paperless mode of functioning is encouraged and appreciated. 11. Mostly, the college staff uses public transport for commuting. Some of the teachers do car pooling. This has resulted in conservation of fuel. 12. Most of the students have been commuting by bicycles and making a humble contribution in keeping the premises pollution free. 13. Posters containing messages on environment conservation have been kept on display. 14. Latest problems posing threat to environment have been suggested for study while preparing projects on Environmental Science. 15. The Green Audit Report has been shared with IQAC members and peers. 16. The tube lights have been replaced with LEDs for less power consumption. Similarly, ACs with higher star ranking have been installed to save energy. 17. An awareness program on 'Petroleum Conservation' has been organized. 18. The most remarkable

thing is that the college has purchased Carbon Credits from the VCS registered project to offset calculated CO2 emissions. This allows the college to compensate its scope – 1 2 emissions. 19. The screen savers have been disabled and the computers have been programmed for sleep mode operations. 20. MoU has been signed with authorized agency for safe disposal of E-waste. 21. Blinds have been installed to deal with scorching summer heat. 22. Rain water harvesting has been in practise and excess water is charged into bore well. 23. Condensed water of ACs and reject water of RO is used for watering plants. 24. The drinking water is tested. 25. To avoid wastage of paper printers with duplex printing facility have been used. 26. Electronic equipments consumed high voltage electricity. So they have been shared by more than one department to conserve energy. 27. An incinerator has been installed in Girls' Common Room.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	4
Provision for lift	No	Nill
Ramp/Rails	Yes	4
Braille Software/facilities	Yes	2
Rest Rooms	Yes	4
Scribes for examination	Yes	4
Special skill development for differently abled students	Yes	2
Any other similar facility	Yes	2

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	Nill	1	09/08/2018	02	Spoken English	Confidence building among students belonging to slum areas	36
2018	Nill	1	10/08/2018	01	Blood Donation Camp	Help to poor and needy patients	60
2019	Nill	1	28/01/2019	07	State Level NSS	Farmers made	232

2018	1	Nill	07/05/2018	09	Earn and learn scheme	Financial aid provided to meritorious students to avoid any academic loss	6
2018	1	Nill	11/07/2018	02	Recording of syllabus related books for visually impaired students	The books are sent to 'Saksham' where recording of contents of books is done in a studio. The recording is brought to the college in a pen drive which is helpful for visually impaired students. The recording is also given in a memory card to such stu	5

View File

7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Trends and Traditions	02/08/2018	The undercurrent of the vision and mission of the institution is to mould the students according to

the prevailing trends and the expecting ones in future and taking care that they nurture principles like ethics, values and respect for others and traditions. Much stress has been laid on following of ethics, values, traditions and integrity of character. Modernity is not altogether rejected. To keep pace with changing time is as important as giving importance to traditions and culture. The students are trained and taught how modern trends can be used for the benefit of humanity and society. Modernity is not altogether rejected by keeping in mind the changing times while giving preference to good traditions and culture. The ethics and values are given prominence. For Teachers – The expected professional ethics of the teachers have also been pointed out. The teachers have been advised to remain loyal to their profession as education is not only regarded as a social cause but they are looked upon as architects of students' career. Alumni – The kind of services expected to be fulfilled by the Alumni Association members have also been highlighted in the book. Parents – Tips for ideal parenting have been included in the book.

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Classroom Seminar on 'Terrorism'	02/03/2019	02/03/2019	46
Voters' Awareness Program through Demonstration of	09/03/2019	09/03/2019	243

EVM and VVPAT			
Awareness program on 'Human Rights'	18/03/2019	19/03/2019	37
Participation in collection of funds for charity purpose under the banner of 'Earthquake 0.1' by Rotaract	12/01/2019	12/01/2019	11
Conduct of Green Audit	29/04/2019	30/04/2019	24
Organization of Blood Donation Camp	10/08/2018	10/08/2018	60
Organization of Health Awareness Camp on the occasion of International Yoga Day	21/06/2018	21/06/2018	58

[View File](#)

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

1. Collage making competition on 'Traditional Methods of Rain Water Harvesting' organized. 2. College teachers help students prepare projects for Environmental Studies by explaining the importance of resources. 3. Participation in environment awareness rally, tree plantation drive and Save Water Rally. 4. Educational visit to Maharaj Baug, Pench and Ghogra Mahadev to study the rich Flora and Fauna. 5. Workshop on preparation of Eco-friendly Holi Colors. 6. Visit to Flower Show. 7. Organization of Guest Lecture by Dr. R. S. Bagade on 'Adaptations in Birds'. 8. Organization of workshop on 'Fish Farming and Hypophysation'. 9. Organization of two day workshop on 'Preparation of Eco-friendly Ganapati'. 10. Active participation in Mission Nirmalya Collection during Ganesh Immersion. 11. Adherence to environmental mission and vision. 12. Organization of program to mark 'World Wet Land Day'. 13. Organization of Poster Making Competition on 'Wild Life Conservation' and 'Protection of Environment – Clean City and Ban on Plastic Bags'. 14. Organization of Model Making Competition and Rangoli Competition to develop affinity and inclination towards nature. 15. Organization of visit to National Environmental Engineering Research Institute (NEERI) to hold interaction with experts on environmental issues and to Institute of Science, Nagpur for exhibition on Organic Farming. 16. A technical session on 'Soil Testing' was organized. 17. Paperless work is encouraged. 18. Posters with messages on following themes have been displayed in premises – Minimization of Energy Usage by avoiding wastage, Improvement on Energy Efficiency, Minimization of Water Wastage, Proper Disposal of Waste and fight against pollution. 19. Sharing of Green Audit Report with Peers. 20. Replacement of Tube Lights with LEDs. 21. Installation of Air Conditioners with higher star ratings to save energy. 22. Organization of awareness programs on Petroleum Conservation. 23. The college has purchased Carbon Credits from the VCS registered project to offset the calculated CO_2 emissions. This allows the college to compensate its scope – 1 and 2 emissions. 24. The usage policy of photocopiers, fax machines and other equipment users is "Power On" when in use and "Power Off" when not in use. There is no idle power consumption. 25. The canteen waste is sent to Nagpur Municipal Corporation Disposal Site. 26. An MoU has signed with 'Guddu All Computers Scrap' for safe and proper disposal of E-waste. 27. The laboratory waste is handed over to Superb Hygiene Disposals. 28.

Blinds are installed during summer. 29. Rain water from terrace is collected and percolated in underground tanks. 30. The condensed water of the ACs is utilized for gardening. 31. The RO reject water is used for watering nearby plants. 32. Printers with duplex printing facility available to avoid wastage of paper. 33. Incinerator has been installed in Girls' Common Room. 34. Active participation in 'Vruksha Dindi.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

Best Practice 1 1. Title of the Practice: Eco-friendly Holi Colours 2. Objectives of the practice: The joyous festival of Holi is celebrated to welcome the spring season. The colors used in Holi festival reflect of the various hues of the spring season. In modern times the festival of Holi has become very commercialized and one of the reasons for environment degradation. To maintain the sanctity of Holi many social organizations have been advocating the natural ways of celebrating Holi. In earlier times the festival celebrations had not assumed such a commercialized shape and holi colors were prepared from flowers that blossomed during spring, such as the Indian coral tree (parijat) and the flame of the forest (kesr) both of which have bright red flowers. Such flowers provided the raw material for preparation of brilliant shades of holi colors. 3. The Context: The College has always been inclined towards environment friendly initiatives. Programs initiatives like tree plantation, water harvesting, car pooling, safe disposal of all kinds of waste including e-waste, green audit, proper nurturing of Botanical garden, vermin-composting and use of solar energy have also topped the agenda. The Nature Club and Botanical Society work under the aegis of Dept. of Botany to contribute towards conservation and preservation of nature and checkmate any danger to consumer friendly measures. 4. The Practice: Our country is a nation of varied religions and traditions. Sometimes the fanatic frenzy in celebration of festivals can reach a dangerous level. It can cause harm to the health of the people as well. The commercialization of material to be purchased by the consumers for celebration of festivals for the sake of profit cannot be ruled out. In the present era human greed has overpowered conservation of forests and nature. The urge to make greater profit these natural colors have disappeared and industrial dyes manufactured through chemical process have been in vogue. These colors are available in the form of paste and dry colors. The study reveals that these chemical holi colors are hazardous and can cause major diseases. 5. Evidence of success: To create awareness amongst the school children a Workshop on Preparation of Eco-friendly Holi Colors was conducted by the final year students of Department of Botany of (CBZ) branch of the college on 20th March, 2019. This workshop was organized at V.D. Paranjape Secondary School, Bajaj Nagar, Nagpur. The teachers trained the students how to prepare eco-friendly Holi colors as they were assigned the responsibility of presenting the demonstration. Live demonstration was given by the students on how to make eco-friendly colors by using different flowers. Petals of Rose, Marigold, Palash, Hibiscus and beet root are used to prepare organic colors They created awareness among the students of Class from 4th to 9th. They also explained the harmful effects of chemical colors. Large number of students and staff members attended the workshop. All of them were quite eager and enthusiastic to learn the mode of preparation of Eco-friendly Holi colours. The main motto of the workshop was to generate awareness among students about the various harmful effects of chemical colors and encourage them to celebrate an eco friendly Holi with natural colors. 6. Problems encountered and resources required: To prepare this kind of colors, petals of flowers were needed. The Chief Priest of famous Sai Mandir in Vivekanand Nagar was requested to allow the students of the department to collect the petals of flowers from the Nirmalya (remains) and the purpose was explained. He extended wholehearted support for the social cause.

The petals of Rose, Marigold, Palash and Hibiscus were collected and stored. Beet Root was added. The petals were segregated, dried and grinded to prepare fine powder. 7. Notes (Optional): There has always been an outcry towards ban on chemical colors being sold out at the peak time of festival of Holi. Despite all awareness initiatives the sale of such harmful colors has continue unabated. Taking serious view of the harmful effects of the chemicals on human skin, the Dept. of Botany of the college decided to prepare eco-friendly holi colors and to demonstrate the procedure in front of school students. Best Practice 2 1. Title of the Practice: Remedial Teaching of English 2. Objectives of the practice: The college has socio-economic diversity of students. Most of the students are from rural area and from socially and economically disadvantaged sections of society. These students don't get any social and family environment to develop their English language skills. They lack in all the skills of English language like listening, reading, speaking and writing skills. It is an uphill task to motivate such students and encourage to read, speak and write English correctly. They lack confidence as they don't have the necessary skills and the facilities to develop them. 3. The Context: The Department of English has adopted a diagnostic and remedial kind of teaching to find out such students and provide necessary help to these students. The faculty of Department of English gives stress on enhancing the communicative competence of students so that they can communicate and speak confidently with anyone in English. 4. The Practice: When the students enroll in the college the systematic process is adopted to find out the students lacking in English language skills. Then after finding out such students four batches of students comprising 20 students each from each class were formed and free training and coaching was given to such students by the faculty of English. The special course was designed for them to enhance their English language skills. Listening skills, reading skills, spoken skills and writing skills were taught systematically. 5. Evidence of success: For Improving Listening Skills of the students: The students were given ample practice in listening skills. The focus is laid on proper attention of the students and to improve their ability in comprehending what they have listened. Proper and systematic way of listening was taught to them. Gradually students were able to improve their listening skills. For Improving Reading Skills: They were encouraged to recite Lyrical poems and English songs to improve their reading skills. Poetry recital competitions were held among such students to remove from their minds the fear of committing mistakes while pronouncing any particular words which were difficult to pronounce. Gradually the improvement could be noticed among such students. For Improving Spoken and Communicative Skills: They were given topics to express their views. The efforts were made to make each one of them to participate and express their views. Group discussions, seminars and extempore were held to give as much as exposure to them so that they can alleviate their fears. Such students were encouraged to speak on the occasion of Birth and Death anniversaries of great national leaders observed in the college. Tongue-twisters were given to improve their pronunciation skills. Groups were made to make role-play. The one-act plays in English were rehearsed and each one of them was assigned role in the play and asked to perform. This was a kind of an exercise of learning spoken English skills with recreation. The method gradually has been bearing good fruits and the anxiety and fear of the students has began to disappear. Though most of them still have some inhibitions but now they could participate in the practice of spoken English sessions with pleasure. For Improving Writing Skills of English: Acquiring Writing English skill apart from the listening, reading and spoken English skill is very important. Grammar and punctuation rules were taught so that they should not make grammar mistakes while constructing a sentence. The proper use of proper punctuation marks was taught. They were asked to write about their family, routine and at last about the given topics. After some days they were given essay topics to express their views. The essay topics were based on

imagination, current topics, social issues and the issues of national importance. We found the gradual improvement in the written skills of English of the students. 6. Problems encountered and resources required: They were asked to listen the speeches of famous personalities and then asked them to tell what they have listened. The students were asked to read the texts included in their syllabus as well as the texts from the other books. The focus was given on improving their pronunciation skills, the proper pause and intonation pattern. The college runs certificate course in communicative English. The teachers of Department of English taught such students the ways to improve the spoken English as well as communicative skills. They were given information about the barriers of English communication and the ways to overcome those barriers. To improve the written English skills of the student various sentence patterns and their structures were taught. They were taught to make proper use of particular word on particular occasions. 7. Notes (Optional): This free coaching has been becoming very popular among students and the students started taking interest to enroll themselves in the free coaching classes run by Department of English to improve their English language

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://santajicollege.ac.in/Best_Practices_2018_19.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words

The college gives special importance to facilities to be made available to persons with disabilities. The college ensures that the persons with disabilities enjoy the right to equality and lead a life of dignity. Due care is taken that employees and students belonging to this class do not face any discrimination, remain deprived of liberty and enjoy right on an equal basis to voice their views freely on all matters pertaining to them. It is ensured that opportunities in sports, recreation and other activities are made available to them. Suitable pedagogical methods are brought into practice so that they do not suffer in academics. Their participation is monitored. Appropriate augmentative and alternative method is used in the form of making study material available in Braille. All efforts are taken to include these students into the mainstream. The teachers ensure that these students are seated comfortably in the rows. The class teachers work as their mentors holding discussion with parents and organizing counselling sessions to confirm that they are comfortable with the functioning of the institution. The teachers and peons have been instructed to extend all possible assistance to such persons. The students are specially screened at the time of Medical Examination to identify at-risk cases. During examination time scribes are made available and special seating arrangement is made for such students on ground floor. Ramps have been prepared at appropriate places to grant easy access to places like washrooms, corridors and class rooms. Separate arrangements have been made for these students in the canteen, common room and rest room. The college has a wheel chair for easy conveyance and separate parking space. Special facilities for Visually Impaired Students: The Library has audio book and ABRAR for the visually impaired students. The Leaning Resource Centre of the college has installed Non-Visual Desktop Access Screen Reader Software for the visually impaired students. This special facility helps the visually impaired students to access the e-resources through Marathi, Hindi, English or any other functional language of their choice. The in-built system of the software allows the matter appearing on the screen to be read out loudly. The visually impaired students can listen to all instructions and information and prepare for their academics. With the help of instructions they can operate the computer on their

own. The Learning Resource Centre organizes Orientation Programs so that adequate information can be imparted about how the NVDA software is to be used effectively. The visually impaired students have been greatly benefitted. They have displayed great eagerness in accessing e-resources as the system is very convenient to be handled. The visually impaired students are trained on how to access e-books, e-magazines and other e-resources. Audio and Audio-Visual CDs are given to these students for academic purposes. Every year 'Sparshdnyan' Newspaper is subscribed for visual impaired students. The newspaper is available in Braille Script. A feedback of the facilities available for them is also obtained.

Provide the weblink of the institution
https://santajicollege.ac.in/InstitutionalDistinctiveness_2018_19.pdf

8.Future Plans of Actions for Next Academic Year

The College will act as Mentor for at least two colleges to ensure quality oriented programmes. It was resolved that Faculty Exchange Program will take place so that the students of the involved institutions can avail specialized guidance with a novel approach. It was also decided that Student Exchange Program will be undertaken. This program will acquaint the students with a new atmosphere and infrastructure. It has been finalized to organize workshop and short term courses on effective themes like Seed Ball Preparation, Traffic Education, Benefits of Wild Vegetables, Nest Building, Ethanol Production from Corn, First Aid in Sports, Randomized Response Technique, Application of Mathematics in Nagpur Metro project, Preparation of Urea Formaldehyde, Conversion of PPT into video and upload on You Tube, Shakespearean Studies, Practical Relevance of Commerce and Management and Aerobics and Health. Collaborative activities will be held to provide maximum benefit to the students. It has been resolved to organize seminar on 'Intellectual Property Rights' in association with some other institution. It has been decided that a Sports Festival will be organized at a large level in collaboration with some other institutions. To inculcate respect towards the national heroes, it has been decided to host an online examination on the life of a national leader of prominence. The librarian will create a club of students where creative thoughts and ideas will be exchanged. It was finalized that a certificate course will be introduced especially for Post Graduate students to acquaint them with new aspects and approaches of the course prescribed. It has been planned to organize a motivational speech and an exhibition on coins of British era. The idea of organizing a Faculty Development Program has also been accepted. A decision was taken that programs will be organized on relevant and useful themes like Importance of Generic Medicines, Role of Physicist in Radiation Oncology, Start Ups, Eco-friendly Disposal of E-waste, Program Coding, Ill Effects of Plastic on Humans and Animals. India's Economic Policy, Guidance by Mahila Bachat Gat (Self help group of women) to boost self employment, Digital Reference Service Initiative, Environmental Physics, Career Opportunities through NCC, Sports and other extension activities, Environmental Awareness through online games and activities and Govt. Schemes for students, peasants and senior citizens. Outreach programs like Training Programme for Children of Slum Areas on "Proper Usage of Marathi Language", Survey on Legislative Assembly Elections-2019, Awareness Programme for Convent Bred Students on 'Importance of Marathi Language and Proper Pronunciation', Historical Study of General Post Office building built by Britishers, Education Visit to the affected families of Farmers having committed suicide to study the reasons and aftermath, Educational Visit to Food Corporation of India and Visit to nearby Gram Panchayat to study Style of Functioning will also be held. A case study will be conducted on the Relevance and Effectiveness of Govt. Schemes.