



Yearly Status Report - 2019-2020

Part A

Data of the Institution

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/AOAR_Report_2018_19_asonaug9th2021.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/Academic_Calendar2019_20.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
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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
Workshop on Seed Ball Making and Throwing	08-Aug-2019 1	51
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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
N. A.	N. A.	N. A.	2020 00	0
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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)

- Green Initiatives
- Student and Exchange Programme
- Organization of Certificate Courses
- Boost to appropriate usage of Marathi Language
- Organization of Programmes based on Self Employment

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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	Achievements/Outcomes
Organization of National Seminars	• National Webinar on 'Trauma Studies' has been organized by Department of English of the college in collaboration

with MKLMs B.L.Amlani College Mumbai and Edfly Learn on 14thMay, 2020. In the first Plenary Session Dr. Vaishali Naik enlightened the participants on the topic From Rupture to Repair. She contextualised the issues pertaining to Trauma Studies and illustrated in detail the critical framework with ample examples from partition literature. In the second plenary session, Dr. Abdul Mohammed Ali Jinnah expressed the fear of converting Human beings as Homo Deus subverting the humaneness and the values like compassion, sympathy, pity and charity. 847 participants registered for the Webinar and they could get insightful information about 'Trauma Studies'. • National Webinar was organized By Department of Commerce and Management in collaboration with Taywade College, Nagpur on 26/05/2020 on 'Role of Commerce Faculty, Students and Entrepreneurs during the Pandemic'. In the first Plenary Session Lion Dr. Nishikant Jha explained how we need to use the opportunities to overcome weakness and threats and convert them into strengths. In the second plenary session Dr. Ashish J. Dave focused on the contribution of selfhelp entrepreneurs and discussed the term of Atmanirbhar Bharat. He mentioned that it is the age of collaboration of CRM which should be highly considered. 260 participants were benefited by the guidance imparted.

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14. Whether AQAR was placed before statutory body ?	Yes				
<table border="1"> <thead> <tr> <th data-bbox="116 1599 796 1648">Name of Statutory Body</th> <th data-bbox="796 1599 1477 1648">Meeting Date</th> </tr> </thead> <tbody> <tr> <td data-bbox="116 1648 796 1697">College Development Committee</td> <td data-bbox="796 1648 1477 1697">03-Aug-2020</td> </tr> </tbody> </table>		Name of Statutory Body	Meeting Date	College Development Committee	03-Aug-2020
Name of Statutory Body	Meeting Date				
College Development Committee	03-Aug-2020				
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	2020				

Date of Submission	15-Jan-2020
17. Does the Institution have Management Information System ?	Yes
If yes, give a brief description and a list of modules currently operational (maximum 500 words)	<p>Admission Process - The College collects admission forms and feeds the data and the merit list is generated. The information about the eligible students and processes like enrolment, allotment of subjects and category wise distribution of seats is done with the help of the prescribed software.</p> <p>Scholarship - The date of submission of online forms is notified through notices sent in classwise WhasApp groups. The amount of scholarship is credited as per the norms of the State Government and Department of Social Welfare.</p> <p>Examination - Online examinations have been held through Google forms. Even the University examination of summer 2020 was conducted, as directed by the University, adhering to the lockdown protocols of Covid19.</p> <p>Academic - Digital mode of teaching is also practiced. The College has purchased five licenses from edflylearn.com portal. The college is conducting online classes which is available round the clock and five lectures can be conducted simultaneously. The videos of lecture are recorded and are accessible anytime on Amazon Clouds.</p> <p>Information submitted to State Government - The Management Information System has been uploaded on http://dhemis.maharashtra.gov.in</p> <p>Library The Learning Resource Centre makes use of Libman Software and following services are provided</p> <p>Book Bank Scheme - Under the scheme three toppers and two economically weaker students are issued two books. The toppers are issued three books while the economically weaker students are issued two books each.</p> <p>Deposit Scheme - The students can avail the scheme during preparation and vacation period. They are asked to deposit a certain amount in lieu of the deposit. They are issued four books.</p> <p>Deposit Scheme for External Students - The external students can also obtain books from the library after depositing a certain</p>

amount. Issue Scheme for Competitive Examination Aspirants - The students who aspire to clear competitive examination are issued two books each. Issue Scheme for Research Scholars - The College has University recognized Place of Higher Learning and Research in English and Commerce. The enrolled research scholars are issued five books. Issue Scheme for Differentlyabled - The differentlyabled students are given special facilities and issued 3 books. A. OPAC - Open Public Access Catalogue is an inhouse database of books. Books can be searched online with the help of Title, Author or Publisher. B. Institutional Repository - The institutional repository has been prepared to store reading material. Through Institutional Repository Peer Reviewed National Level Multidisciplinary Journal Delta, Annual Magazine 'Utkarsh', SMV Bulletin, Syllabus, Question Papers, Question Banks, Project Lists, Recorded Books and other material can be accessed. C. Dissemination of information through social media - Online platforms like WhatsApp and Emails are used to reach academic information to the beneficiaries. D. Free Internet Service - The Learning Resource Centre provides free internet service for searching of academic websites, EJournals, EBooks, Databases, OER's. The students are allowed to download academic pieces. E. Online Content Alert Service - Many Research Journals and Books on competitive examinations are available. Through WhatsApp the content page is sent to the users.

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

Before the start of every academic session, the Principal conducts a meeting with Heads of Departments and finalizes the Academic Calendar in alignment with the university schedule and the same is uploaded on college website. Planned academic activities like Workload calculation, Subject allocation, Preparation of Unit-wise PPTs, notes and question banks with answers, Preparation of lab manual, imparting lessons on Information Technology, Educational Tours, Workshops and seminars by Industry Experts, Conducting Career-oriented courses and Performance evaluation are organized. The College has a coherent and

sequenced plan for curriculum delivery. Detailed teaching plans and materials namely PPTs, notes and question banks are prepared before the beginning of each semester. Lab manuals in case of practical subjects are prepared/updated. At the commencement of the academic session, students from all streams are trained to effectively use computers and internet. Subject teachers incorporate technology in teaching apart from traditional black board teaching. Students are highly encouraged to watch NPTEL lectures in their respective subjects.

Part of the curriculum is also converted into programs. For educational benefits, visits to Raman Science Centre, Industries, Museums and Exhibitions are organized. In each semester, Industry experts from the relevant fields are invited to update students about ongoing technological advancements. Curriculum related workshops are conducted by in-house faculty members and also by Industry experts. As there is an urgent need to save the environment, students are taken on nature trails. The College addresses all learning areas. To develop an impressive and overall personality, personality development programmes are organized. Verbal communication is improved through role plays and language lab activities by language teachers. Physical fitness is emphasized through Physical education. Clinical workshops on health of women and nutritious diet for all by renowned gynaecologists and dieticians were arranged. Students have been encouraged to participate in NSS and other social activities which enables them to become socially responsible citizens.

Performance assessment activities namely seminars, online quiz, debates and programming competitions have been conducted periodically. Students have been advised to carry out library research to prepare for the same. To ensure march towards employability, college offers competitive examination coaching and runs various add-on certificate courses within the college premises and during the working hours. To keep students abreast of various employment opportunities, employment information workshops have been conducted. To become industry ready, the students have been encouraged to undertake industrial internships and project development during vacation. At the end of each semester students are evaluated for internal assessment marks considering their participation in aforementioned activities apart from traditional pen paper unit tests. Review meetings chaired by respective heads have been conducted at the end of each semester to ensure that all academic activities are on time. Post semester activities were slightly affected by lockdown. Teachers and students quickly moved to digital platforms like Zoom, Whatsapp, Google forms to exchange information. Number of webinars were also conducted All the above mentioned activities are documented through photographs and the same is uploaded on the college website.

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Practical Relevance of Commerce Management	N. A.	23/09/2019	06	The students were imparted training on NET, SET, PET, CA and avenues of self-employment.	Tips on Entrepreneurship Skills were given and the participants were urged to move towards self-employment.
Production of Biofertilizer	N. A.	06/02/2020	12	The Certificate Course	Students learned how to handle

proved to be beneficial especially to those students who are from agricultural backgrounds. After attending this course, students can use Biofertilizer in their own farms and interested students can start their own production. various laboratory instruments.

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
MSc	Microbiology	02/08/2019
MSc	Chemistry	02/08/2019
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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
MSc	Chemistry	02/08/2019
MSc	Microbiology	02/08/2019

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

	Certificate	Diploma Course
Number of Students	184	Nil

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
Certificate Course in Conversational and Communication Skills (Jointly organized by the college and Dept. of Lifelong Learning Extension of RTM Nagpur University under Jivan Shikshan Abhiyan)	01/01/2020	40

Certificate course in Fashion Designing (Jointly organized by the college and Dept. of Lifelong Learning Extension of RTM Nagpur University under Jivan Shikshan Abhiyan)	01/01/2020	20
Certificate Course on 'Shakespearean Studies'	16/09/2019	42
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BA	Types and management of Natural Resources	26
BCom	Air Pollution- Reasons and Remedial Measures	19
BSc	Biodiversity	18
BCA	Biodiversity	4
BBA	Water Pollution- Remedial Measures	25
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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
<p>The feedback system of the college is robust and handled by a team headed by the Principal. Evaluation about the college functioning and facilities is done through both structured and unstructured ways. The Teaching faculty plays a vital role in the growth of an educational institution. Hence Structured feedback through Google forms about the subject teacher is obtained from each and every student at the end of the academic year. Critiques about the subject teacher with respect to subject knowledge, teaching effectiveness, attitude towards students, performance evaluation, Syllabus completion, encouraging attitude, classroom activities, classroom decorum and discipline is obtained. Responses are gathered and analysed by the team. Subsequent to this, the Principal holds a one-on-one meeting with the teachers to intimate about the performance feedback. Worst performers are issued letters and best performers are suitably rewarded. During this meeting, problems faced by the faculty members are also discussed. Feedback about other services such as library, administration, sports, canteen and extension activities, cleanliness of the</p>

classroom is obtained through classroom interactions by the Principal and the faculty in-charge. Problems about the infrastructure are also discussed. Responses are recorded, analysed and conveyed to the Management. Meeting of Parent teacher Association is held twice a year to provide and collect feedbacks. During this meeting feedback about the wards is given to the parents and information on satisfaction level of their wards on teaching, career oriented courses, library and sports facilities, drinking water facility, safety norms, discipline and academic atmosphere is obtained through the parents. The college is a student centric institution. Students and parents are free to express their opinions or problems through phone calls, Whatsapp and emails. Opinions of the members of the Alumni Association are very valuable. Some of them who are associated with the industries provide their feedback on ways of equipping students with industrial requirements. Some express their opinions about the kind of curricular and extra curricular activities which needs to be organised in line with the prescribed curriculum. Feedback is also obtained on how Alumni can contribute towards the growth of the institution. The Principal also holds a meeting with laboratory technicians to discuss about the problems faced by them during lab classes. Cultural events contribute to the growth of an individual. To uphold this, the Principal holds a meeting with cultural committee to discuss about various problems faced by them in conducting the events. Clean environment contributes to the healthy academic atmosphere. Hence the Principal also holds a meeting with cleanliness committee to discuss about various problems faced by them in maintaining a clean environment All the feedback is analysed by the team and appropriate action is taken by the Principal. The Principal tables the feedbacks and action in the ensuing IQAC meetings. Thus the college strives for good quality through continuous improvement.

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
MA	English	160	30	28
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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
2019	2066	181	27	4	10

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
66	51	14	7	1	39

[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)

At the beginning of the academic session the students are identified on the basis of their attitude, involvement, participation and performance in the classroom. Their economic and family conditions are also taken into account before selecting them for mentoring. While mentoring certain students, due care is taken that other students do not feel neglected. The mentors take care of the emotional and mental health of the students. The teachers are assigned the responsibility to look after their academic requirements. The Teachers, who work as mentors, take due care that the emotional and mental aspects of the students are so precisely handled so that they do not suffer any academic loss. The participation and involvement in different activities is closely monitored. If required, consultations are held with parents as well. The girl students are counselled separately for their health related issues by inviting experts from outside. The mentors also visit the homes of the students selected for mentoring in order to decide a proper strategy for meaningful mentoring. Closed door meeting are also arranged so that the students can express their emotional turmoil freely. Sometimes even the parents of the mentees are invited to take part in the discussions so that a proper solution is sought. Extra attention is given to the mentees by extra counselling outside the classroom. If the students are to be counselled, then the teachers also need a kind of training. While entering senior college, the emotional aspect of these youngsters has been taken into account to a great extent. Haste, impulsive attitude and undue excitement generally found among these can cause great damage to their future, academic performance and career. All the teachers who are going to act as Mentors are asked to take due care of all these personality traits of the present era students. Special sessions are held through classes of Yoga and Art of Living to improve concentration level of the Mentees. The sole aim of Mentoring is to develop a positive outlook towards life and academics so that a healthy future can be ensured. The teachers who act as Mentors, prepare a record of meetings held with students and parents, in which issues like problems faced by the students, remedies suggested, remedial measures initiated, results found and other concerning details are mentioned. If the remedial measure initiated by the mentors is not proving to be effective then the teachers hold discussions with the instructor holding Yoga and Art of Living classes in the college. Intervention of psychiatrists is also sought, if needed. The female students suffer from certain complexes and confusions at this age. Sometimes psychological help is sought from senior female students who are asked to guide them in the proper direction. Moral and psychological support from seniors have proved to be benefiting the students abundantly. Special sessions of gynecologists are held exclusively for female students to get rid of certain fears and misconceptions. These gynecologists render proper suggestions for a healthy and positive outlook towards life.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
2247	31	1 : 72

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
61	31	30	3	18

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
2020	Pranay Namdeo Sadawarti	Assistant Professor	Received third prize in National Conference on Conservation of Biological Diversity held at Mudhoji College,

			Phaltan
2020	Dr. Anjali Sharma	Assistant Professor	Best Oral talk Award received from Indian Institute of Science and Research (IISER), Bhopal (Estb. by Government of India)
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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	08/01/2020	17/02/2020
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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

Besides unit tests other types of tests such as surprise test, open book test and online tests have been taken. Oral Tests and Viva-Voce have also been held to ensure the preparation of the students. Home Assignments and Library Assignments were also given. At the time of beginning of the Academic session a schedule of tests and examinations is prepared by all the subject teachers. Even the Director of Physical Education has to prepare the schedule of physical test of students. The schedule of unit tests and the modes through which it will be conducted is given to the students well in advance. Tips on preparing for their tests and examinations are also imparted so that an effective and impressive answer can be framed by the students. Question banks prepared by the teachers have been kept in the library. These questions have been framed on the basis of prescribed texts and the previous question papers of the university. The teachers also give suggestions on how questions can be framed differently so that the students do not get baffled. Strict compliance is observed while tests or examinations are conducted. The time table, mode of conducting, type of test and objective of examination are finalized before holding them. The answer sheets are minutely checked and shortcomings highlighted. For exemplary performances commendable remarks are mentioned on answer sheets to boost the confidence level and morale of those excelling. If the shortcomings are blatant then they are not discussed openly in the classroom. Special counselling sessions of these students are held where one to one discussion takes place. Teachers have been instructed to be careful enough that the morale of even the students who are performing poorly does not get down. A comparative study of marks scored by the students is made to make sure that the performance is consistent and getting better. Special attention is given to students whose performance is not upto the mark. Steps like extra classes, remedial teaching and extra tests are taken so that they do not lag behind. The Preliminary Examination held before the University examination is strictly in accordance with the codes prescribed for University Examinations. Students are assigned Roll numbers and proper distance is maintained between two students. If necessary, discussions are held with parents or family members so that a proper perspective about the family problems can be judged and appropriate measures can be taken to ensure that these students perform better. Keeping in mind the Lockdown due to Covid-19 Pandemic, online internal evaluation was undertaken by

using Google forms on regular basis. Unit Tests and preliminary examination were conducted in each session to prepare students to face university examination. Assignment topics were given and online assignment projects were asked to submit by the students. Various quizzes on the syllabus were prepared for the students pertaining to syllabus. Online study material was provided to the students.

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

As soon as the college is gearing up for the next academic session, an Academic Calendar is prepared and uploaded on the college website. The Academic Calendar contains details like activities and programs to be held. Schedule of activities is invited from all departments and offices of extension activities. Generally, all entries of the Academic Calendar of the University are not incorporated in the Academic Calendar of the college. The teachers prepare a list of activities having concern with the content of the syllabus. It is ensured that mostly all the activities are organised on the dates mentioned in the Academic Calendar. A record of all these activities is prepared which includes photographs, reports, Geotagged photographs and other relevant evidence. Adherence to the Academic Calendar has to be confirmed in the meeting of the staff council as well. The departments also prepare a separate Academic Calendar which contains the schedule of the chapter to be taught and the kind of examinations to be conducted. This schedule has to be ratified by the faculty in charge. The faculty in charge also verifies whether the schedule has been implemented as mentioned. Besides, activities of Teaching departments, schedule of other departments is also given place in the Academic Calendar. The programs of the library like the birth anniversary of Dr. S. R. Ranganathan, organisation of exhibitions of books, Orientation Program for freshers on how to avail library services and training programs on information literacy have been mentioned. Similarly details about enrolment in NSS, Blood Donation Camp, NSS special camp and other programs have been included. The activities of the Department of Lifelong Learning and Extension like the Orientation programme on Unnati and Sanskar Projects, Guidance on Saksham and Sahayog and training on how to prepare case study and report have also been incorporated. The schedule of cultural activities highlights schedule of selection and formation of teams, rehearsals, participation in university selection trials, Unnati inter-collegiate mega cultural event and participation in YUVARANG youth festival organised by the University. The program of department of Physical Education as reflected in Academic Calendar shows activities like competition for games, participation in Punjabrao Deshmukh Krida Mahotsav and other competitions, intramural sports activities, Ex-MLA Late Shri Govindrao Wanjari Cross-Country and health check-up camp. The schedule of meetings of Internal Quality Assurance Cell, schedule of seminar on Intellectual Property rights and Green audit are also mentioned. The program of Placement and Employment Guidance Cell, Alumni Association and Parents Teacher Association also finds place in the Academic Calendar.

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_Outcomes2019_20.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year	Number of students passed in final year examination	Pass Percentage

			examination		
00	MCom	Commerce	40	40	100
00	MA	English	5	5	100
00	BSc	Science	131	130	99.24
00	BBA	Management	62	50	80.65
00	BCA	Computer Science	25	19	76
00	BCom	Computer Application	42	35	83.33
00	BCom	English Medium	93	89	95.69
00	BCom	Marathi Medium	41	41	100
00	BA	Arts & Humanities	26	20	76.92
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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://docs.google.com/document/d/1WLPzh4J7-c62WqR1P_-eAUeYtBUn6T5KRyaaKsvyHxc/edit?usp=sharing

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
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
Any Other (Specify)	00	N.A.	0	0
Total	00	N.A.	0	0

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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	IQAC	12/09/2019

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
N. A.	N. A.	N. A.	Nil	N. A.
No file uploaded.				

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

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
N. A.	N. A.	N. A.	N. A.	N. A.	Nil
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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
0	2	1

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

Name of the Department	Number of PhD's Awarded
English	1

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)
National	Physics	1	3.15
National	Biotechnology	2	4.91
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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
Physical Education	2
Political Science	2
Economics	1
Marathi	1
Home Economics	2
Commerce	13
Library	3
History	1

Microbiology	1
English	10
No file uploaded.	

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
Synthesis and Characterization of conductive polypyrrol e filled PVC:PMMA composites	Dr. Neeraja Haridas	IOSR - JAP	2020	1	Santaji Mahavidyalaya	5
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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
N. A.	N. A.	N. A.	Nil	Nil	Nil	00
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local
Attended/Seminars/Workshops	12	19	8	16
Presented papers	5	6	Nil	Nil
Resource persons	Nil	Nil	Nil	1
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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
Second Installation Ceremony	Rotaract Club Santaji Mahavidyalaya under the aegis of Rotary Club South East Nagpur	4	10

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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
N. A.	N. A.	N. A.	Nil
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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 activities	Number of students participated in such activities
National Service Scheme	NSS Dept. RTM Nagpur University	Tree Plantation	2	31
National Service Scheme	LataMangeshkar Blood Bank, Digdoh, Nagpur	Blood Donation Camp	4	72
National Service Scheme	District Collector Office	Voting Awareness Program - EVM and VVPAT	4	157
National Service Scheme	NSS Dept. RTM Nagpur University	Covid-19 Awareness (March April 2020)	4	56
National Service Scheme	Gram Panchayat, Chikna	Swachh Bharat Abhiyan at Chikna Village (15/01/2020)	6	101
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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
Seminar on Intellectual Property Rights with RKKM	75	N. A.	01
Faculty Exchange Programme	41	N. A.	05
Students Exchange Programme	172	N. A.	06
Joint Sports Festival	41	N. A.	01
Book Club	202	N. A.	02
Sale of Household Items	63	N.A.	02

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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
N. A.	N. A.	N. A.	Nil	Nil	00

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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
CADD Centre	10/05/2020	For employment	22
Vista Computers	11/05/2020	To promote Career Oriented Skill and Contracted Training	15
Vaibhav Warehousing	11/05/2020	To promote Career Oriented Skill and Contracted Training	10
Adarsh Berozgar Bahuudeshiya Seva Sahakari Sansthan	15/05/2020	Employment	12
Shanark Industrial Pvt. Ltd.	15/05/2020	To promote Career Oriented Skill and Contracted Training	18
A D Poultry Farms	15/05/2020	To promote Career Oriented Skill and Contracted Training	21
National Power Training Institute	06/02/2020	Promote Cooperation in organization of workshops/Short Term Training Courses/Conferences and other Academic Activities.	22

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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
23.08	23.11

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
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 partially)	Version	Year of automation
Libman Software	Fully	N. A.	2010

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
	21060	3008398	56	13725	21116	3022123

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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
N. A.	N. A.	N. A.	Null

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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/GBPS)	Others
Existing	70	52	70	3	0	10	8	50	0
Added	0	0	1	0	0	0	0	0	0
Total	70	52	71	3	0	10	8	50	0

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

50 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
Computer Laboratory	https://www.slideshare.net/manishapatil78/dr-apj-abdul-kalam-ppt-new

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	Expenditure incurred on	Assigned budget on	Expenditure incurred on
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academic facilities	maintenance of academic facilities	physical facilities	maintenance of physical facilities
5	427450	50	4139556

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)

Laboratory - The equipment and instruments available in the laboratories are maintained on a regular basis. Punctuality is observed about refilling fire safety equipment. Calibration of instruments is done on a regular basis. The college uses mechanical pipetting devices only. There are sharp instruments used. Proper training is given about safe use of these sharp instruments. The process of autoclaving is adopted for decontamination of non disposable sharps. E-waste and solid bio-hazardous waste are handed over to Government authorized agencies. The cultures, stocks and infectious material is disposed of according to the guidelines of the administration. Garden- The college garden has medicinal plants also. A gardener has been assigned the contract for proper maintenance. Plucking of flowers, spitting and littering are strictly not allowed. Place for Higher Learning and Research - The services of Place of Higher Learning and Research of the University at the college are to be availed according to the prescribed guidelines. Free use of the internet and reading resources is available. Canteen - The college assigns the task of running the canteen only to the contractor who holds valid licence and documents. An understanding is signed proclaiming that he will abide by all the standards prescribed by Food and Drugs department of the government. The college healthcare team inspects the functioning of the canteen, freshness of food items, pest controlling, quality of cooking oil and other material used. Gym- The instruments and equipments installed in the gym are oiled, greased and maintained regularly. The instructor remains present and makes sure that the material is properly used. Stationery Shop- All items sold in the stationery shop are according to the needs of the college students. Items are sold at no loss no profit basis. Water Tanks and Coolers - The water tanks are regularly cleaned with prescribed chemicals. Drinking water testing report is submitted. The refills of water purifiers are changed on time and the water coolers are serviced on time. Washrooms - A schedule of cleaning of washrooms is maintained. The members of the cleanliness committee make sure that an adequate amount of phenyl and disinfectant material are used to clean the washrooms. Computers - Appropriate temperature is maintained wherever computers have been installed. Antivirus is updated. All computers have to be kept on sleep mode. The Building- All the offices, cabins, classrooms, corridor, laboratories and canteen are cleaned and mopped regularly. Testing is done frequently and sanitization of the entire building has also been done owing to the ongoing pandemic. Library- The Open Access Facility is followed. The policies and decisions are implemented as finalized in the meeting of the Library Advisory Committee. Different kinds of membership are available. There are facilities and schemes like Book Bank, Question Bank, Deposit and Issue. Issue scheme for Research Scholars and Physically Challenged students and inter library loan are also in existence. Stock verification and weeding takes place as scheduled. The library has cloud-based Libman Software OPAC, Web OPAC and MOPAC. Remote access facility is available.

https://santajicollege.ac.in/ProceduresAndPolicies_2019_20.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
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Financial Support from institution	N. A.	0	0
Financial Support from Other Sources			
a) National	N. A.	Nil	0
b) International	N. A.	Nil	0
No file uploaded.			

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

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Exhibition cum Sale of household items	11/03/2020	30	Santaji Mahavidyalaya, Raj Kumar Kewalramani Kanya Mahavidyalaya and Annasaheb Gundewar Mahavidyalaya, Nagpur
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 examination	Number of benefited students by career counseling activities	Number of students who have passed in the comp. exam	Number of students placed
2019	Guidance and Counselling	62	48	Nil	Nil
No file uploaded.					

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
Nil	Nil	Nil

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Name of organizations visited	Number of students participated	Number of students placed	Name of organizations visited	Number of students participated	Number of students placed
N. A.	Nil	Nil	Vinisoft Technologies	15	10
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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
2020	6	BCA	Computer Application	Gaikwad Patil College, Nagpur, VMV College, Nagpur Science College, Nagpur RCOEM, Nagpur Rasoni College, Nagpur RTMNU Campus, Nagpur	MCA, PG Diploma
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	2
No file uploaded.	

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

Activity	Level	Number of Participants
Cross Country	Inter-collegiate	168
Folk Dance	Inter-collegiate	100
Collage Making	Inter-collegiate	25
Poster Making	Inter-collegiate	30
PPT	Inter-collegiate	10
Singing	Inter-collegiate	20
Rangoli	Inter-collegiate	40
Debate	Inter-collegiate	20
No file uploaded.		

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
2019	Gold Medals in Karate	National	2	Nil	821072	Kalyani Kotrunge
2019	Bronze	National	1	Nil	1845092	Yash

	Medal					Shete
2019	Gold Medal	National	1	Nil	1845092	Yash Shete
2019	First Prize	National	Nil	1	1790418	Sharyu Mate
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

The student council was not formed as not directed by the University owing to the decision taken by the State Government. Yet, it is ensured by the college that adequate representation of students must be there in order to build a strong rapport and understanding with the transparent transaction of business, accountability and involvement of students which can be ascertained only when active participation of students is sought. The students are nominated on different committees who are keenly interested in those respective fields. They are invited for meetings and their views are duly acknowledged and given space. In committees like Botanical Society, Nature Club and ROTARACT the Teachers work as in-charge while the student act as members. The students are nominated on following committees - NSS: NCC: Vaibhav Tumbade, B. Sc. III (C.S), Kalyani Junankar, B. A. II Lifelong Learning Extension: Ku. Bhumika Patel, BBA II, Ku. Arpita Dhote, B. A. II Sports Games: Bhairav Shende, BCA III, Kalyani Junankar, B. A. II Cultural Activities: Komal Pote, B. Sc. II, Mithila Patil, B. A. II College Magazine: Mithila Patil - B. A. II, Priyanka Pharande, B. Sc. II Students' Welfare: Shital Bhole, B. Com. (Computer Application) III, Aatish Thool- B.Com II Student Mentoring Cell: Priyanka Sonawane, B. Sc. II, Naina Shende, B. A. II Training and Placement Cell: Samiksha Bhasme, BBA II, Aarti Kaushik, B. A III Remedial Course: Vivek Chikne, B. Com. II, Minal Shende, B. A. III College Health Care: Komal Yadav, B. Sc. II, Diksha Kamble, B. A. III Library Advisory: Pooja Bagde (B. A-I) , Mithila Patil B. A II. Piyush Falke (BCA- III) Anti-Ragging Cell: Radha Sewalkar, B. Sc. III, Vanshree Hatkar, B. A. II Grievance Redressal Cell: Priyanka Parande, B. Sc. II, Minal Shende, B. A. III Nature Club Botanical Society Green Campus: Pranav Gorle, B. Sc. II, Chetan Dongre, B. Sc. II Cleanliness committee: Saurabh Khobragade, B. Com. (Computer Application) II, Aditya Khobragade, B. A. II Rotaract Club: Nehal Kapse, BCA III, Mohit Gode, BCA III, Piyush Phalke, BCA-III, Vivek S. Chikne, B.Com. II, Ms. Priya Choudhari, B.Com.-II, Ms. Mithila Patil, BA-II , Ms. Ashwini Mahajan, B.Sc. III, Shantanu Gade, B. Sc. II, Rahul Mohture, B. Sc.- II, Ms. Prachi Pise, B.Sc.-II, Pranav Gorle, B.Sc.-II, Vishal Mohod, BCA-I, Yash Mankar, BCA-I, Kashish Patil, BCA-I, Ms. Ujwala Bijewar, BCA-I, Ms. Sakshi Mohature, B.Com. -II

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

The college has a registered Alumni Association. The structure is as mentioned 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 The registration was done in 2017 and is valid till 2022. It has been registered as Santaji Mahavidyalaya Alumni Association. The members of the Alumni Association make donations and in accordance with the resolution passed a water cooler and a printer has been donated to the college. Their guidance and expertise is sought in organisation and chalking out of the programs. Their

role in the organisation of outreach programs has been of immense value. Expertise of members of Alumni Association is availed by the college. Mr Parth Sharma was invited to guide the students in the certificate course on 'Effective Preparation for NET/SLET in Commerce Management' and Ms. Shweta Yeutkar was invited as a Resource Person in the Cake Making Workshop. The functions of the alumni Association are as follows-

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:

673

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

30400

5.4.4 – Meetings/activities organized by Alumni Association :

The meeting of General Body of Santaji Mahavidyalaya Alumni Association has been organized on 08/12/2019 at 11:00 am at the college premises under the chairmanship of Dr. Priya D. Wanjari, Principal, Santaji Mahavidyalaya, Nagpur. Following office bearers attended the meeting. 1. Dr. Priya D. Wanjari, Principal and Chairperson 2. Shri Praful Kamdi, President 3. Prof Raju Burile, Vice President 4. Mrs. Mrudula Kharkate, Secretary 5. Mr. Ram Wanjari, Treasurer 6. Mr. Harshal Gajeshwar, Member 7. Mr. Rajesh Ashtankar, Member 8. Mr. Anantkumar Gadre, Member 9. Dr. Shrikant R. Pajankar, Member 10. Dr. Prachi Rode, Member 11. Dr. Shrikant M. Sontakke, Member 12. Dr. Neehal R. Sheikh, Member Secretary At the outset Dr. Priya Wanjari, Principal and Chairperson extended a hearty welcome to all the office bearers and members. Then Dr. Neehal R. Sheikh, Member Secretary presented the minutes of the last meeting which were approved unanimously. The next matter raised for discussion was involvement of alumni members in academic activities. Mr. Praful Kamdi suggested that those alumni association members who are actively and dedicatedly working in the field of education should be invited to deliver guest lectures and organize academic activities of different nature. Prof Raju Burile praised the efforts of the IQAC of the college in organization of activities like Teacher and Students Exchange Program as he himself was a part and parcel of these programs. He suggested that guidance of the alumni association can be sought in organization of more collaborative activities with an academic purpose. Both the suggestions were welcomed and accepted. The next matter of the agenda was cooperation of alumni association members in holding of extra-curricular and sports activities. Mr. Rajesh Ashtankar said that the

college has produced excellent sports persons who have earned a sound reputation at national and international level. He also mentioned the name of Mr. Shrikant Warankar who can be of great help in boosting the sports activities of the college. Mr. Ram Wanjari said that the Training and Placement Cell of the college should look for employment opportunities with a sports quota and information should be imparted accordingly. The next topic came up for discussion was guidance and support form alumni association members for student-friendly facilities and activities. Mrs. Mrudula Kharkate, Secretary opined that an appeal needs to be made to all the members of the alumni association about donations to be made so that student-friendly infrastructural facilities can be made available. Dr. Prachi A. Rode suggested that guidance can be obtained from the members from the point of view of career of the students. She said that the students of the college of are working in diverse fields and with their guidance and help academic activities need to be designed so that maximum benefit can be provided to the students. The members donated a water cooler and printer.

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)

Power is delegated to different authorities, though the final decision rests with the Principal. Three Faculty-in-charge have been appointed according to different streams. The faculty-in-charge look after regular engagement of lectures, organization of activities and programs, holding of tests and examinations and other academic assignments. Separate committees have been formed for NSS, NCC, Lifelong Learning and Extension, Sports and Games, Cultural Activities, Staff Council, Magazine, Student Welfare, Mentoring, Skill and Entrepreneurship Development, Remedial Course, Health Care, Alumni Association, Library, Outreach Programs, Prevention of Sexual Harassment, Anti Ragging, Grievance Redressal, Parents Teachers Association, Nature Club, Botanical Society, Green Campus, Prospectus, Student Council, Self Appraisal and API Screening, Examination, Cleanliness, Finance, Admission, Discipline, Career Oriented Courses, Equal Opportunity, Persons with Disability and Elderly Persons, Training and Placement, ROTARACT, Competitive Exam, Green Audit and Feedback. The teachers who have been assigned the duty to act as in-charge or member secretary of these committees are given complete authority to exercise their powers but at the same time they are accountable towards the Principal. The in-charge teachers hold meetings and implement the resolution as finalized. The Heads of different departments hold their respective meetings with staff members and the decisions are submitted to the Principal for final approval. The Head and teachers of the department formulate the policies and chalk out the programs and schedule of teaching, holding of tests and examinations. The Course Coordinator of Career Oriented Courses is authorized to look after the implementation of courses from the beginning till the end. He works in coordination with the Heads of those departments which are assigned the responsibility of implementing the Career Oriented Course. The responsibility of the Course Coordinator is to prepare the proposal and if approved the teachers have to chalk out a plan for effective implementation. The role of Programme Officers of extension activities has a great significance and impact on the college. They are given liberty to plan need based programs which bear positive outcomes. They are free to organize programs of social welfare independently or in collaboration with some organization. According to the clauses of University, the Principal is responsible for smooth conduct of University Examinations. As the Principal is engaged in administrative tasks, he is at liberty to appoint a teacher to handle the responsibility of conducting examinations on his behalf. He is given complete authority to

conduct the examination.

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	<p>The prospectus and admission forms are ready before the declaration of HSSC results. The university publishes a program which is scrupulously followed. The merit list is prepared, strictly according to the quota as directed by the University and the State Government. Counselling sessions of students are held with teachers of different streams to adjudge the suitability of the stream according to the interests and inclinations of the admission seekers. The students are also guided on the subjects they need to choose where options are available. After the University rounds the college sticks to the prescribed norms and order of merit while giving admissions.</p>
Industry Interaction / Collaboration	<p>The college has signed Memorandum of Understanding with CADD centre, Vista Computers, Vaibhav Warehousing, Aadarsh Berojgar Bahuddeshiya Seva Sahkari Sanstha and A. D. Poultry Farms. Experts from industries have been invited to guide the students on the kind of trends in progress and types of skills the youth of today need to have. The MoUs have been signed to promote cooperation in the field of employment to provide career oriented skills to students who are interested in entering the work forces and contracted training.</p>
Human Resource Management	<p>An aptitude test has been conducted to judge the inclination of the students. Seminar on preparation for competitive examinations has been organised. The Learning Resource Centre has organized Orientation Program and Information Literacy Program. Career oriented Certificate Courses have been designed in such a manner that the current and would be trends have been judiciously mixed. Training on competitive examination is held by inviting professional experts from outside. Information has been provided about the schedule of competitive</p>

examinations and the ways of preparation. Training of interview techniques has been imparted. Competitive Examination Cell and Training and Placement Cell have organized programs and training sessions which sharpen the entrepreneur skills of the students.

Library, ICT and Physical Infrastructure / Instrumentation

The Library has prepared the Library Manual in QR Code (Online and Offline). It contains information regarding Services, Collection, library rules, Contact, College Website and Facebook Link, Subscribed Database, Open Educational Resources, RTM University link and other competitive exam portal links. The information has been coded in QR Code. Those codes are printed on the hard sheet and are available in soft copy. This teachers can access the soft copy from Google group. Students and teacher have to scan the code with the help of a scanner and they will get all the written text on their mobile. If the students scan any website QR Code, they will directly jump on the website. <https://groups.google.com/g/santajicollegelibrary/c/ORteUMdwORU>

Research and Development

The college has a recognized 'Place of Higher Learning and Research' of Rashtrasant Tukadoji Maharaj Nagpur University. According to the instructions of the University, Research Scholars of English and Commerce have to be remained present for the stipulated period. All facilities are made available to them. Regular meetings of the Research Advisory Committee are held for granting approval to synopsis and for preparation of Progress Reports. Students of Environmental Studies and other subjects are given Projects for which they have to carry out research and submit the findings.

Examination and Evaluation

The schedule of tests and examinations is prepared beforehand. Unit wise tests and examinations are held. Question papers of previous University examinations and question banks are given to the students. There are different ways of holding tests and examinations. Tests have been conducted through offline and online modes. Owing to the Pandemic the college conducted the University examination of Summer 2020 mostly through online mode.

Evaluation is done as per the prescribed norms of the University. Pattern of the question paper is explained. Comparative study of the marks scored by the students is done to have an idea about the performance of the students.

Teaching and Learning

Quality oriented programs are designed to make the process of teaching and learning interesting. Sample survey through 'Application of Randomised Response Technique' was held. Guest lecture by doctor S.B. Kuhikar was held on 'Study Techniques'. Educational visit was arranged to NEERI, where students had an interaction with the scientists. An awareness programme was held on the 'Role of Physics in Radiation Oncology'. Zoology study tour was arranged to Hajra Falls. Guest lecture on conservation of environment was held. Besides regular teaching, such kinds of activities have been held to infuse quality into teaching and learning.

Curriculum Development

Activities concerning the prescribed curriculum have been held. A workshop on Green Chemistry and Handling of Instruments was held. Educational visits were arranged to 'Gramayan Seva Pradarshan'. Workshops on 'Self employment' and 'Fabric Painting' were organized. Guest lecture was organized on Women and Child Health Problems. Poster competition was held on Damage to Biodiversity caused by Amazon Fire. A Quiz on Mathematics was held. Application of Mathematics to Metro Project through real life examples was demonstrated. Workshop on 'Marathi Bhasha Praman Lekhan' was organized. Classroom seminars on 'Electoral Reforms and Drawbacks of Electoral System' have been organized.

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

E-governance area	Details
Planning and Development	The planning about Academic, Extra-curricular and Co-curricular activities is done online. List of activities and schedule of programs to be implemented in the academic session is invited through email. The list is arranged date wise and an Academic Calendar is prepared which is displayed on the college website. Similarly updates

	about programs to be held are posted on the college website. Notes are sent to the students through the WhatsApp groups created for all respective classes.
Administration	Administration assignments like Admission Fees, Scholarship, Freeship, Generation of receipt and Identity Cards, Enrolment, Admission Card, Transfer Certificate, Bonafide Certificate, Anti-ragging affidavit and AISHE have been computerized.
Finance and Accounts	The entire process of Finance and Accounts is computerized. Online mode is adopted for most of the financial transactions. Payment is transferred and credited through digital way. The amount of Scholarship and Freeship is transferred into the account of the students through online mode.
Student Admission and Support	Once admission form is finalized the entire process of admission has been computerized. The college uses the prescribed software and the details of the students are fed. Special Training session is held and students are guided on how to fill up online anti ragging affidavit. They have submitted the anti ragging affidavit through online mode.
Examination	Question papers of the University are received online. The teachers conduct online tests and examinations. Home assignments have been given through Google form. Images of answer sheets have been invited through WhatsApp and emails.

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
2020	Dr. Priya Wanjari	All India Principal's Conference	Association of Indian College Principals	3000
2019	Dr. Priya Wanjari	Understanding the Parameters of Standard Operating Procedure for Quality Improvement,	Purushottam Khaparde Health and Education Society's YashodaGirls' Arts Commerce College, Nagpur	500

		Quality Assessment and effective DVV Process		
2019	Dr. Prachi Rode	Understanding the Parameters of Standard Operating Procedure for Quality Improvement, Quality Assessment and effective DVV Process	Purushottam Khaparde Health and Education Society's YashodaGirls' Arts Commerce College, Nagpur	500
2019	Dr. Shrikant Pajankar	Understanding the Parameters of Standard Operating Procedure for Quality Improvement, Quality Assessment and effective DVV Process	Purushottam Khaparde Health and Education Society's YashodaGirls' Arts Commerce College, Nagpur	500
2019	Dr. Neehal R. Sheikh	Understanding the Parameters of Standard Operating Procedure for Quality Improvement, Quality Assessment and effective DVV Process	Purushottam Khaparde Health and Education Society's YashodaGirls' Arts Commerce College, Nagpur	500
2019	Mrs. Madhura Naidu	SAMWAD	MASK	5000
No file uploaded.				

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)
2020	Faculty Development Programme	From Comfort to Competence	05/03/2020	05/03/2020	53	12
2019	Faculty	Basic			24	6

	Development Programme	Computer Programming	19/10/2019	25/10/2019		
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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
Two Week Faculty Development Programme on "Managing Online Classes and Co-Creating Moocs:2.0", MHRD, New Delhi	1	18/05/2020	03/06/2020	17
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	2	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)

<p>The audit of financial transactions is done by C.A. Deshmukh Shende and Company. All the details such as online transactions, Receipts and Vouchers have been handed over to the auditors for verification. Prescribed norms of Government are followed in all financial transactions and all such evidence is produced to the auditor. All relevant data and information is made available to the auditor in case of any ambiguity. The audited report is prepared by the auditor only after physical verification of all documents and following of procedure. The college has done the process of audit and audited reports have been prepared.</p>

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
N. A.	0	00
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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	No	N. A.	Yes	College Development Committee
Administrative	No	Null	No	Null

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

1. Contribution in effective implementation of Mentor-Mentee Scheme
2. Organization of Outreach Activities
3. Participation in conduct of Green Audit

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

Basic Computer Programming
Appropriate use of Administrative Language and its interpretation
Yoga and Art of Living

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

• Green Audit • Mentor Mentee Scheme • Career Oriented Courses in association with Department of Lifelong Learning and Extension of RTM Nagpur University.

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
2020	Faculty Exchange Programmes	03/02/2020	03/02/2020	08/02/2020	41
2020	Student Exchange Programme	10/02/2020	10/02/2020	15/02/2020	172
2020	Joint Sports Festival	26/02/2020	26/02/2020	26/02/2020	41
2020	Book Club	25/02/2020	25/02/2020	25/02/2020	202
2020	Sale of Household Items	11/03/2020	11/03/2020	11/03/2020	63

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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
Police Raising Day	08/01/2020	08/01/2020	78	61

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
To a certain extend solar energy is used. To save electricity LED bulbs are used. Energy audit is carried out. Efficient electronic equipments like LED screens and LED projectors are brought into use. Fluorescent lamps are used in classrooms. The screen savers have been disabled and the computers have been programmed for sleep mode operations. The usage policy of photocopiers, fax machines and other equipments users is 'Power on' when in use and 'Power off' when not in use. There is no idle power consumption. The building is designed in such a way that it enjoys the advantage of good airflow which allows good ventilation and sunlight. During day time activities are carried out without air conditioners. The blinds have been installed to control the heat.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	12
Provision for lift	No	Nil
Ramp/Rails	Yes	12
Braille Software/facilities	Yes	2
Rest Rooms	Yes	12
Scribes for examination	Yes	2
Special skill development for differently abled students	No	Nil
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
2020	1	1	08/03/2020	03	Women empowerment	Training on 'Self Employment	50

						t'	
2019	1	1	09/09/2020	01	Training in Usage of appropriate Marathi to Children of Slum Area	Making the children of slum areas realize the importance of Correct Pronunciation and Usage of Marathi Language	40
2019	1	1	10/08/2019	295	External Issue Scheme	Those who are not students of the college can avail this scheme for the sake of academic advancement.	8
2019	1	1	26/09/2019	248	Issue Scheme for Competitive Exam Aspirants	Students preparing for Competitive Examinations can obtain books specially meant for preparation for Competitive Examinations.	11
2019	1	1	29/08/2019	276	Issue Scheme for Differently able Students	Differently-abled students are provided special library benefits	4
2019	1	1	10/08/2019	234	Recorded	Recorded	2

					Textbooks and Braille script reading resources for visually impaired students	books are made available to visually impaired students.	
2019	1	1	03/09/2019	241	Book bank Scheme	Books are provided to toppers and economically weaker students	40
2019	1	1	11/10/2019	233	Issue Scheme for Research Scholar	Access granted to enrolled research scholars for obtaining books helpful for the purpose of Research.	4
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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	10/08/2019	<p>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</p>

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
Awareness Programme on Human Values like Justice, Liberty, Equality, Human Dignity and Integrity	11/07/2019	11/07/2019	217
Scribes are provided for visually impaired students for the examinations. An award 'Social Activist Award' has been instituted for to those students for inculcating the value of social welfare.	06/12/2019	08/01/2021	2

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

1. Botanical Garden 2. Use of Solar Energy 3. Water Harvesting 4. No Plastic Campus 5. Appropriate disposal of E-Waste

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices

The institution is committed towards building up of a sound Eco-system. Many Green initiatives have been taken up by the Botanical Society and Nature Club of the college. Birds, animals and trees are an inseparable part of our Eco-system. The existence of certain species of birds are at stake at Nagpur. The city is known for extreme weather conditions, especially during summers. Sometimes the temperature reaches 47 degree celcius at the highest and lingers between 40 and 45 degree celcius during other days during summer. Even during rainy season, rain lash the city and sometimes there are heavy rainfalls leading to water-logging and uprooting of trees. In such hard and adverse conditions, the safety and survival of the birds cannot be ignored and their preservation means contributing towards a meaningful Eco-system. The Department of Zoology came forward with the idea of organizing a workshop on 'Protection of Birds by Artificial Nesting and Conservation of Environment' to train the students on nest building. A team of nature loving students was formed under the leadership of Dr. Radha Somalkar, Head, Department of Zoology to carry out a research on the present scenario of existence of birds. The team carried out a research to ascertain if the prevailing conditions were safe for the birds. Their findings were as given below- Bird conservation is a field covered under Conservation Biology which talks about threat to species of birds. The ill impact of Concrete Jungle on the lives of birds has been harrowing. It was found that many species have become extinct and many are on the verge of extinction. In the research it has been explored that the greatest cause of extinction of bird species is the loss of habitat and climate change. Nagpur witnessed huge amount of construction work in the last few years as metro and concrete roads have been constructed and huge columns have been laid for introduction of Metro rail line. Huge amount of construction work caused loss of habitat to the birds. Moreover, the dust emanating from the construction work caused great discomfort the birds. Rising level of Pollution due to overcrowding of the city and surrounding areas also contributed in declining of birds. The plastic waste also proved to be fatal to their lives. Large number of communications towers coming up in the city also contributed to the hardship of the birds. The recent growth in the renewable energy industry is also increasing the threat to birds. In the present eco- system aimed at generating awareness about environment among students, an Inter-Collegiate interactive workshop on 'Protection of Birds by Artificial Nesting and Conservation of Environment' was organised on 11th of October, 2019. Renowned Environmentalist, Mr. Tanveer Mirza, President of Yashodhara Bahudeshiya Sangh, Nagpur - an organization which works for the conservation of environment, trained the students on how to build nest for the birds using eco-friendly materials and also discussed ill-effects of Plastics on animals. As many as 223 participants participated in the workshop. 10 students from Department of Zoology, Post Graduate Teaching Department, RTM Nagpur University and 12 students from Shivaji Science College also attended the workshop. The nests prepared by the students were distributed and installed on trees. The nests proved to be extremely beneficial to the birds as they became their place for dwelling, hatching and shelter. This workshop was a part of the institution's continuing efforts to enhance and promote education, training and research for the conservation and management of the Eco-system. Eco-system has an impact directly or indirectly on our survival and quality of life. Artificial nests can help birds sustain themselves in cities. Nest building will hopefully encourage more birds to nest in and around these protected areas. The workshop

was really productive and an informative one as it provided the students an opportunity to connect with nature and being more sensitive towards animals and birds around them. The students were urged to conduct workshop and train the people of the areas and villages so that more number of nests can be prepared and installed. At the conclusion of the workshop Mr. Tanveer Mirza presented certificates to the participants. 2. Organization of Workshop on 'Seed Ball Making'

The college always wants the city to be covered with the green blanket. To ensure the green cover, it is necessary to plant number of trees.

In view of this, a workshop on 'Seed Ball Making' was organized by The Department of Botany of the college on 8th August 2019 in collaboration with Vasundhara Mitra Parivaar. Shri. Ajay Kamble, Chairman of 'Be organic' guided the students on this occasion. He stressed on the importance of trees for the sake of survival of mankind. The Seed Ball programme focuses on increasing green cover across India. The process involves making golf ball-sized mixture of soil, seeds and compost. Among many initiatives to improve green cover, making and distributing seed balls is a quicker and cost-effective method to reclaim the lost green cover of our environment. Hence, it is an emerging afforestation technique adopted worldwide and most commonly used for ecological restoration. The composition of seed ball makes is self-sustainable and favorable for germination in most environments. Making of balls of seeds are both fun to throw and an easy way to grow native trees. Volunteers of all age groups were invited to contribute towards nature. Students from neighbouring colleges were also invited to join the activity. Active involvement of the Principal and well coordinated efforts of the teachers boosted the morale of the students and ensured their deep involvement into the activity. Dr. Priya D. Wanjari, Principal addressed the students while inaugurating the workshop and spoke on the importance of conservation of trees and natural resources for the sake of survival of human life. Mr. Ajay Kamble guided all the students and citizens of nearby areas who participated in the workshop in large numbers. He demonstrated on how to prepare Seed Balls. Material like black soil, Manure, Cow Dung and Urine, fruit seeds and turmeric was kept ready for preparation of the Seed Balls. The success of the workshop can be fathomed from the fact that five thousand fruits seed balls have been prepared. Seed bombing is the process to introduce vegetation by throwing of seed balls. The Seed balls were thrown on 14/09/2019 at the time of educational excursion on the roadside land of Bhandara and Salekasa while travelling to Hajra Falls by Bus. The students took keen interest in the activity.

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/BestPractices_2019_20.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 takes pride in the kind of social work being done by Mr. Kushal Dhak, President, Seva Sarvada Bahuuddeshiya Sanstha, Nagpur and member of Santaji Mahavidyalaya Alumni Association. The college has signed a Memorandum of Understanding with the Seva Savada Bahuuddeshiya Sanstha to serve the extremely deprived and needy children who are forced to beg, addicted to drugs, work as rag pickers and deprived of schooling. This Sanstha also works for the welfare of poverty stricken women and girls who find it difficult to earn bread and butter. These women and girls are given training in sewing techniques. The Memorandum of Understanding includes programs and activities like Academics, Adult Education, Health Awareness, Donation of Stationery items and school bags and for other social causes. According to the clauses of the MoU both the agencies will jointly finalize the venue and resource persons. The expertise

will be made available from the college. Even before signing of the MoU the college started working with Seva Sarvada Bahuuddeshiya Sanstha. On 9th September, 2019 an Awareness and Training Program titled Zopadpattitil Mulansathi Marathi Bhashecha Yogya Wapar (Appropriate Usage of Marathi Language by Children of Slum Areas) was organized by the Department of Marathi. Dr. Mangala Dahat, Head and Dr. Swati Wakode Assistant Professor Department of Marathi visited the Toli slum area. As was expected, the Marathi language being used by the children was full of flaws. Dr. Mangala Dahat engaged a lecture, in which she pointed out the scope of employment opportunities if correct pronunciation and usage of language is done. She engaged their class on correct pronunciation and usage of words. Dr. Swati Wakode trained the students on sentence structures and syntax. They were also imparted tips on Skills of Reading, Listening, Speaking and Listening. The lectures were in the form of interaction, quiz and traditional ways. Prizes were given away to the children in order to motivate and boost their morale. The children were very much impressed which contributed to the generation of their interest in academics. They expected the college teachers to visit their area and teach them meaningful lessons which will provide direction to their lives. Soon after the Awareness and Training Program stationery items like pencils, erasers, sketch pens, crayons, note books and books were distributed amongst the children. They were overjoyed to receive these incentives. Seva Savada Bahuuddeshiya Sanstha has been actively involved in providing Relief Material to Migrant Labourers, Stranded and affected people. The college handed over a cheque of Rs. 11000/- on 16/04/2020 as a contribution towards the Relief Project. Another cheque of Rs. 21000/- dated 29/04/2021 was handed over to Mr. Sunil S. Dandekar for Community Kitchen where food has been prepared for Covid-19 affected people.

Provide the weblink of the institution

https://santajicollege.ac.in/InstitutionalDistinctiveness_2019_20.pdf

8.Future Plans of Actions for Next Academic Year

Due to Pandemic the college realized that most of the college activities will be held through online mode. It has been decided that Online Certificate Courses will be organized in association with other colleges which will be based on the prescribed syllabus of the University. The organization of a National Book Review Competition will be done by the Department of English. Guest lectures will be organized on Employability and Entrepreneurship Development Skills, Student Mentoring, Anti-Ragging and Prevention of Sexual Harassment. A National Webinar will be organized on Environmental Resource Management in quest of Sustainability and Biodiversity. The Departments of Political Science, History, Economics and Physical Education will make a joint venture by organizing Lecture series on 'Indian Democracy and Human Rights'. An Online Workshop on Skill Development and a Virtual Lecture on Balanced Diet will be organized by Department of Home Economics. The college will introduce Career Oriented Courses in association with Department of Lifelong Learning and Extension. It has been decided that more aid will be provided to Seva Sarvada Bahuuddeshiya Sanstha and Covid affected people. A certificate course will be carried out on 'Pathological Techniques'. The Learning Resource Centre will create a website which will facilitate remote access of e-resources and services. Online Content Alert Service, E-Newspaper Clipping Service, New arrivals Alert, Recorded Textbooks, Digital Reference Services (Ask A Librarian), Online Institutional Repository and Counseling for Career and Competitive exam will be provided. Employment and competitive exam notification and advertisement will be shared through Facebook link. The Induction Program will be held through online mode. A gender sensitization program will be organized on Safe Womanhood. The Green Audit will be conducted if the pandemic situation gets normal. The role of mentors will be made more effective to provide emotional and psychological support to the students if the pandemic situation deteriorates. Classes and academic activities will continue to

be held through online mode. Students centric activities will have to be redesigned according to the situations prevailing. Counseling and all possible assistance will be extended to the staff members, parents and members to get rid of any kind of panicky situation arising out of the pandemic. The teachers will share their mobile numbers with their students and online counseling and assistance will be extended round the clock. The college will come forward in extending help to all those who have fallen victim to the tough times. Steps will be taken to design a strategy that the students will not suffer any kind of academic loss if the classes are not held through offline mode. The teachers will continue to teach, give notes and hold tests and examinations through online platforms. Research oriented activities like webinars, online workshops and seminars, online lecture series and demonstrations will be held. Faculty Exchange Program and Student Exchange Program will be held through online mode if restrictions continue.