The Annual Quality Assurance Report (AQAR) of the IQAC

Part – A
Data of the Institution

01. **Name of the Institution** : Shivaji Mhavidyalaya, Dhanora Road, Gadchiroli.

- Name of the Head of the institution : Dr. Bhupesh S. Chikte
- Designation : Principal
- Does the institution function from own campus : Yes
- Phone no./Alternate phone no. : 07132 (232944)
- Mobile no : 9423122130
- Registered e-mail : shivaji.college@rediffmail.com
- Alternate e-mail : rajnandagawali27@gmail.com
- Address : Gadchiroli
- City/ Town : Gadchiroli
- State/ UT : Maharashtra
- Pin Code : 442 605

02. **Institutional Status:**

- Affiliated/ Constituent : Affiliated
- Type of Institution: Co-education/Men/Women : Co-education
- Location : Rural/Semi-urban/Urban : Semi-urban
- Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify) : Grants-in aid/ UGC 2f and 12 (B)
- Name of the Affiliating University : Gondwana University, Gadchiroli
- Name of the IQAC Co-ordinator : Prof. R. K. Nandagawali
- Phone no. : 07132 (232944)

- Mobile   : 9423646626
- IQAC e-mail address   : Not Available
- Alternate Email address   : rajnandagawali27@gmail.com
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03. **Website address : http://www.shivajimahavidyalayagad.ac.in/**

- Web-link of the AQAR: (Previous Academic Year)

   : http://www.shivajimahavidyalayagad.ac.in/images/AQAR_2016-2017.pdf

4. Whether Academic Calendar prepared during the year? :   Yes

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

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	B +	N. A.	2004	From;09/02/2004 : to: 18/02/2019

6. Date of Establishment of IQAC: DD/MM/YYYY: 02/ 07/ 2004

7**.** Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & duration	Number of participants/beneficiaries
IQAC Meeting	09/07/2017 one day	10
IQAC Meeting	23/03/2018 One day	10

> *Note: Some Quality Assurance initiatives of the institution are:*
>   *(Indicative list)*
> - *Regular meeting of Internal Quality Assurance Cell (IQAC)*
> - *To encourage faculty for research work*

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
Nil	**Nil**	**Nil**	**Nil**	**Nil**

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

: Yes

*upload latest notification of formation of IQAC

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

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

Yes/No

(Please upload, minutes of meetings and action taken report)

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

If yes, mention the amount: Year:

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

* To encourage faculty for research work

* To motivate the faculty members for paper publication in International and National Journals

* To motivate the faculty for using advanced technologies in teaching-learning process.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards

Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Chalked out	Most of it fulfilled

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

:   Yes

Name of the Statutory body: Teachers Council
Date of meeting(s): 15/ 01/2019

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

: No

16. Whether institutional data submitted to AISHE: Yes

Year: 2017-18   Date of Submission: 12/12/2018

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)

Response: The college administration use IT facilities to conduct the administration process. We have <u>CMS .10</u> software for administration and other official work of the students. As we one in digital era and we use information and communication technology. We use IT equipments for educational purpose. Our affiliating University is Digital University. We registered student's admission online mode at the portal of affiliating University. We have more than 42 computers, 3 Over Head Projector, LCD, Laptop, Camera, CDs, Printers, Scanners, Xerox Machines, well equipped Computer Lab, etc. All these facilities are available in the college. All the students related documents are issued on Computer.

We have Wi-Fi facilities in the college it start from 26/03/2013. Students and teachers get benefited of it. Our college is a traditional degree college of B. A. , B. Com. And B. Sc., we have not sufficient IT facilities in the college. But we are eager to promote and use of IT facilities in the college premises. Whatever the IT related facilities and equipments are available in the college are very useful for the students and teachers also. As CMS.10 software is available in the college, all students related administration work from Admission to final University Mark sheet can get and available and save in the software. Through this software we issue various student related documents, such as mark sheet, Transfer Certificate, Bonafide Certificate, Character Certificate etc.

As a part of maintaining this software, we regularly updated, revived and upgraded the IT facilities. For the smooth conduction of administration work for the benefit of students CMS.10 software is useful.

At present library is partially automated, and we are willing to upgrade library with fully automated and 100% IT enabled in near future.

Part-B

CRITERION I – CURRICULAR ASPECTS (2017-2018)

1.1 Curriculum Planning and Implementation

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

Response: The institution has the mechanism for implementation and delivery of the curriculum. The syllabus and curriculum are planned designed by the affiliating university. The college makes the planning and mechanism accordingly for implementation within the prescribed period. If the curriculum and syllabus not completed within the prescribed time period, the concerned teacher takes the extra classes and tries to complete syllabus before the end of the semester.

The teachers of the concerned subjects use various methods and techniques during classroom teaching-learning process. The methods and techniques which are used in the classroom by the teachers are generally lecture method, demonstration method, interaction method, Question-Answer, Quiz, Puzzle, brainstorming, practical method, PPT, and study material from internet also provided to the students.

The syllabus of the each subject has divided into two parts, first is the theoretical part which is based on prescribed syllabus by the affiliating university having maximum 80 marks. Second the Internal Assessment of the students by the concerned subjects based on various criteria such as Home Assignments, Seminar, Viva Voce, Attendance, Class Behaviours having maximum 20 marks.

Throughout the session, individual teacher makes planning of their syllabus. Our university adopted CBCS Semester pattern. And it's very important and mandatory to complete the prescribed syllabus in given semester. Each and every effort is taken by the concerned teacher to complete the syllabus.

The concerned subject teacher takes the regular attendance and also maintains the daily dairy. During classroom teaching the subject teacher takes all precautions of each and every student and find out the advanced students and weaker students. The subject teacher gives the special attentions to weaker students by making arrangement of extra classes. The teachers also advice and motivate the advanced learners for better result.

The documentation related to attendance and daily dairies are maintained by the concerned teacher and at the end of the session they submitted to the administration for maintain of the record.

1.1.2 Certificate/ Diploma Courses introduced during the Academic year				
Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	focus on employability/ entrepreneurship	Skill development
Communication Skill in English	Nil	01/02/2018 Session : 2017-2018	To develop communication skill	Communication in English

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
Nil	Nil	Nil	Nil

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

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
B. A.	B. A.- I		14/06/2017		
B. Com.	B. Com.- I		14/06/2017		
B. Sc.	B. Sc.- I		14/06/2017		

M. A.					
M. Com.			2016- 2017 2016- 2017		
Already adopted (mention the year)					

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

No. of Students	Certificate	Diploma Courses
43	Communication Skill in English	

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
Nil	Nil	Nil

1.3.2 Field Projects / Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects / Internships
The contribution of Teachers Cooperative Society in the development of primary teachers.	10
The work of Tirupati Urban Cooperative society Ltd. Taluka Gadchiroli for their members.	09
Contribution of Adivasi Vividh Karyakari Cooperative society, Kharpundi in the development of farmers.	09

Contribution of Vainganga Mahila Urban Cooperative society Ltd. In the development of Gadchiroli.	10

1.4 Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

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

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

Response: The college has its own feedback structure by the various stake holders of the institution such as Students, Teachers, Employers, Alumni and Parent also for the development of the college administration.

We have framed the format of feedback for the students, they observe the teaching-learning process in the classroom and give the feedback on it. Various types of questions are framed on different types of the skills of the teacher and students give the grading to the concerned subject teachers.

Through the Teacher Council, the subject teachers also observe the various aspects in the college, and give the feedback to the college administration and the college administration after analyzing the feedback make the changes accordingly in the college.

The employers regularly observe all the aspects in the college throughout the session and make positive changes in the college. Though we have not Registered Alumni Association in the college, but we regularly arrange the Alumni Meet in the college during the College Annual Day. Various ex-students who are very much successful in the social life are invited by the college in Alumni Meet. During the meet our Alumni give some suggestions and instructions to the College Administration. The college administration follows the suggestions of Alumni. There is no formal feedback format for Alumni, but during the meet, their oral feedback and direct communication with the principal helps the administration for development of the college.

The parent of our students also helps us by giving various suggestions in the Parents-Teacher Meet. Though we have no formal written feedback format for parent, but during the meet, they also give various suggestions and guidance for the development of the college from students point of view.

The college has a formal mechanism for the feedback by the students. The students of the college give the feedback about the individual subject teachers who makes his teaching learning process in the class. On the performance of teaching-learning process in the class room, the students give the grading to the concerned teacher, based on the various question specially prepared by the college administration for the college students. Library service, physical education department, cultural department and college administration also observed by the students and give the feedback on them. Such questionnaires are prepared and students give the feedback on it. After getting feedback analysis by the committee, the principal gives Action Taken Report on it, and give appropriate instructions and suggestions to the concerned teachers. Also he appreciates those teachers whose approach and teaching is effective.

All the feedbacks form various stake holders help the college administration for making necessary and expected changes in the college administration from the development point of view of the college.

CRITERION II -TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
B. A. – I, II, III	960	802	788
B. Com.- I, II, III	360	250	233
B. Sc. – I, II, III	360	222	195
M. A.(Eco) – I, II	160	89	89
M. A.(Mar) – I, II	160	70	70
M. A. (Pol. Sci.)- I, II	160	126	126
M. A. (His) – I, II	160	126	126
M. A (Eng) – I, II	160	38	38
M. Com. - I, II	160	109	109

2.2 Catering to Student Diversity

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

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full time teachers available in the institution teaching only UG courses	Number of full time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses

2017-2018	1216	558	13	06	19

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	Number of smart classrooms	E-resources and techniques used
13	*12*	Yes	03	Nil	Yes

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

Response: The college has mentor and mentees system. In the college 1774 students are enrolled in the academic year. We have bifurcated the teachers and students into mentor and mentees. We have divided the sections among the teachers, who become the mentors of that section.

The responsibilities of mentor are shoulder on the individual teacher. The concerned teacher takes the responsibilities of the concerned students of the sections. Throughout the session that mentor takes the responsibilities and all the related issues such as academic problems, subject related, their social problem, their individual problems, financial problems, carrier guidance and their personal problem also discussed with the concerned mentor.

Generally the students hesitate to share their problems specially the individual problem and their social problem. So they keep themselves as a mute observer and listener. Our mentors try to find out the reason behind their muteness and make them talkative by various means. Our students come to their mentors and share their views, opinions and their academic related problems and queries. The mentors try to solve the problems as possible to them. Our mentors and college make the arrangement of the guidance, lectures on competitive examination and give the proper guidelines for various competitive examinations. The individual mentor also gives the students proper and appropriate guidance for carrier point of view.

The students of our college are belonging to tribal, socially and economically backward section of society. They are from small villages, so they generally hesitate to share their personal and individual problems before the mentors, so the percentage of students who seek guidance from mentors is low. But our teachers i.e. all mentors try to make their level best and always promote the students to feel free with the teachers. With each male mentor there is a female mentor is also available for the girl mentees. So, the girl students share their personal hygienic, social and all problems with the lady mentors. And lady mentors try to solve the problems of the girl students throughout the session.

The details of the documentations and record of mentor and mentee is maintained by the respective mentor. And related record is kept ready the concerned department.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
1774	19 (13 UG + 6 PG)	1 : 93

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.
16	13	03	Nil	08

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

Year of award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
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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
B. A. (final)	N. A.	2017-2018	30 / 04/ 2018	02 / 07/ 2018
B. Com(Final)	N. A.	2017-2018	30 / 04/ 2018	14 /06 /2018
B. Sc. (final)	N. A.	2017-2018	30 / 04/ 2018	19 /07 / 2018
M. A. (Eco)	N. A.	2017-2018	30 / 04/ 2018	07 / 07 / 2018
M.A. (Marathi)	N. A.	2017-2018	30 / 04/ 2018	07 / 07 / 2018

M. A. (English)	N. A.	2017-2018	30 / 04/ 2018	07 / 07 / 2018
M. A. (Pol. Sci.)	N. A.	2017-2018	30 / 04/ 2018	07 / 07 / 2018
M. A. (History)	N. A.	2017-2018	30 / 04/ 2018	07 / 07 / 2018
M. Com.	N. A.	2017-2018	30 / 04/ 2018	24 / 07 / 2018

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

Response:- The affiliating university and all the affiliating college adopted semester pattern Choice Based Credit System in all semesters at Ug and PG programmes. The semester pattern examination system has its own system of division of marks at the end of semester examination. Each paper (subject) having 100 marks examination. Theory paper has of 80 marks and the examination conducted by the affiliating university. As a part of internal evaluation of the student by the concerned subject teacher has of 20 marks. Means total 100 marks are considered for the find result of the students.

In the semester pattern there is a continuous internal evaluation system is available in the college. The individual student is continuously evaluated by the teacher throughout the academic session. There are various aspects of internal evaluation of the students such as class attendance, class behaviour, oral test, class seminar, viva voce etc. Apart from these throughout the academic session the individual student is internally evaluated by various means, such, Cultural Programmes, N S S Programms, Sports Events, various co-curricular and extra curricular activities. All these things are evaluated by each teacher continuously throughout the session. On the performance of the students, the concerned teacher evaluates and gives the Internal Assessment mark to the students. These 20 marks help the students to improve his university result.

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

Response:- In the college Academic Calendar Committee is functioned. The Committee framed the academic calendar of the college by viewing the Academic Calendar of the affiliating university. The Academic Calendar is prepared in the beginning of the academic session.

Academic Calendar includes all the curricular, extra-curricular and co-curricular activities and their tentative period and scheduled and all mentioned

activities and various programmes are implemented throughout the academic session accordingly.

Academic Calendar also contains the tentative scheduled of N. S. S. Special Camp in the adopted village. It also has planning of various cultural programmes, tentative period of college sports, College Annual Day. The Academic Calendar has also includes the scheduled of end semester examination and internal mark submission. All the possible events of various cultural programmes also included in Academic Calendar.

We all adhere and implement all programmes and events accordinglywith 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)

Response : The College offers various programs and traditional degree programs which are given below.

B. A. with the compulsory subjects English and Marathi and optional subjects for B. A. program are English Literature, Marathi Literature, Economics, Political Science, History, Sociology, Geography, Home Economics and Environment Science. B. Com. with subjects Comp. English, Comp. Marathi (Commerce subjects).

B. Sc. with subject Comp. English, Comp. Marathi and optional subjects, Math's, Physics, Chemistry, Botany, Zoology, Microbiology and Computer Science.

M. A. in English, Marathi, Political Science, History, Economics and M. Com.

The Program outcome of Faculty of Arts is given below at under graduate level.

* Students are able to understand the basic concepts, Fundamental Principles, and various theories of the subjects which he opts at B. A. program.

* Able to acquire the facts, knowledge and figures of the subjects, such as Languages and various optional subjects of Social Science, such as History, Economic, Political Science, Sociology, Geography, Home Economics and Literatures of English and Marathi.

* Able to understand the importance of Literature in terms of aesthetic, mental, moral and intellectual point of views of an individual and societies.

* Understand the various issues of Social Science and Literature and also able to find out the solutions of the social issues.
* Able to active the analytic ability to analyze the literature and social issues to appreciate the strength and to suggest the solutions for better.
* Able to understand the study of literature and Social Science, and helpful to make the life of an individual more happy and more meaningful.
* Becomes more confident for taking participation in various social and various cultural activities.
* Becomes more confident in writing articles, novels, stories to spread the messages of social harmony and human values.
* Become matured personality and self dependent, earning his own bread and butter and create opportunities for himself.
* Develop various skills such as Reading, Listening Speaking and Writing and achieve the knowledge for life long process and makes his attitude positive.

English

The Course outcomes of U. G. course, B. A. in English.

After completion of B. A. with English the students are able to achieve the following.
* Able to use correct English in oral and written form.
* Able to inculcate the human values in ones personality.
* Able to interpret the literary work by critical analysis.
* Find job for their livelihood.
* Be motivated for his higher education.

Marathi

* Able to develop competency in literary forms such as poetry, prose, novel, essay, short story etc.
* Develop Reading, Writing & Communication Skills.
* Gain information about History of Saint Literature and Modern Marathi Literature.
* Find jobs for their livelihood.
* Be motivated for their higher education.

History

* Understand the basic concepts, themes, chronology and study of history of various periods and countries.
* Understand various issues about Indian History and different eras.
* Understand the comparative approach of History of various countries other than India.
* Able to think, argue historical and critically in writing and oral discussion.
* Find jobs for their livelihood by competitive examination.
* Be motivated for higher education and research.

Economics

* Able to understand the basic concepts of Economics.
* Analyze the economic issues in real life.
* Understand the economical way of thinking.
* Able to find out alternative approaches to economical issues.
* Develop an ability to suggest solutions for various economical issues.

Political Science

* Able to understand the basic concepts and terminology of Political Science.
* Develop an ability to study of politics, political problems and political behavior.
* Understand how to emerge political institutions, how to operate, how they interact with their external environment.
* Able to understand the political theory and methodology.
* Find jobs for their livelihood by competitive exam.
* Able to participate and involve in local politics.
* Be motivated for higher education and Research.

Sociology

* Able to understand the basic concepts and terminology of Sociology.
* Able to understand the difference among different societies.
* Entrance ability to understand various religious, castes, creeds, culture and traditions of various societies.
* Find job for their livelihood by competitive exam and also work for society.
* Be motivated for higher education and research.

Geography

* Able to study and understand the types of land and processes.
* Able to understand the structure, Compositions of different spheres of the earth.
* Understand importance of ocean, rivers, and water and their conservation.
* Make use of GIS and GPS software.
* Find jobs for their livelihood by competitive exam.
* Be motivated for higher education and research.

Home Economics

* Able to understand the basic concepts and terminologies of Home Economic.
* Able to manage the house hold activities.
* Understand and apply the skill of Home Economics in daily routine life.
* Able to understand the importance of child nutrition, diets.
* Find out the jobs for their livelihood by competitive exam.
* Be motivated to higher education and research.

Programme outcomes of Commerce Faculty

* Students are able to understand and develop numerical abilities.
* Gain practical skills related with banking and other business.
* Able to acquire the knowledge of Economic environment of the country and world.
* Able to make and maintain the account of any firm of business.
* Find jobs for their own livelihood and make available self employment for their selves.
* Be motivated for higher education and research.

Science Faculty

* Able to understand the basic concepts and terminologies of Science related different subjects.
* Able to identify the problems related to the science subject and find out its scientific solutions.
* Create and inculcate scientific attitude.
* Use their knowledge and skills of science subjects in their real life.

* Make job for their livelihood by competitive exam.
* Be motivated for higher education and research.

Programme Specific Outcomes

After completing Bachelor of Arts, subject taught in the college, students are able to

Sr. No.	Subject	Programme Specific Outcome
1	English	* Understand and learn literary works. * Strengthen language competency. * Face competitive exam for job. * Work as English Teacher in schools and Tuition Class.
2	Marathi	* Make news writing for media. * Face competition in State Level. * Work as Marathi Teacher in Schools & Tuition Class.
3	Economics	* Apply and utilize the knowledge of economics in real life. * Suggest solution for any economic problem. * Face competition exam for job. * Financial Advisor for any firm and business. * Work assist in C. A. Office. * To create students ability, to suggest on the economics problem.
4	Political Science	* Work as a Political Leader in Local and any Political Institution. * Work as Advisor to any political party. * Face competitive exam for job. * Can work as teacher in any school and tuition class.
5	History	* Work as good Historians by making research. * Work as archeologist. * Advisor to a Archeology Dept. * Find job by facing competitive exam. * Work in any school and tuition class.
6	Geography	* Service as Geographer. * Service in Cartographer

		* Service as Conservator in forest Science, Agriculture Dept. * Work in NGO's . * Find job by facing competitive exam. * Work as school teacher and tuition teacher.
7	Sociology	* Work in Social Sector. * Work as social reformer. * Can apply knowledge to study various religion, castes and greed. * Work in NGO's. * Understand and find out the solution on various social issues. * Work in tribal and backward as researcher and reformer.
8	Home Economics	* Understand and frame the ideal model for Home Management. * Handle Home economics skill fully. * Manage the Home budget. * Use the skill in nutrition and hygienic of the family. * Be good cook and home management.

On completion of Bachelor of Commerce the students are able to

* To encourage students about Entrepreneurship.
* To build strong foundation about commerce.
* To develop skills for applying various concepts and techniques of commerce.
* Make able to students to be capable of making any decision about personal and professional level.
* To develop an attitude in business environment.
* Develop leadership, and teamwork skills.
* Can prepare account of any firm and business.
* Work as Economical Advisor to any firm and business.
* Assist and work in any C. A.'s Office.

* Find job by facing competitive exam.
* Works a school teacher and tuition teacher for commerce student.

After completion of Bachelor of Science Students are able to
* Develop scientific attitude.
* Acquired the knowledge with fact and figure by practical proof.
* Able to think creatively to proper new ideas.
* Develop scientific outlook about all life related aspects.
* Developed the skills of observation.
* Gained the skills for handling scientific instruments and equipments, planning and proper behavior handling in laboratory.
* Find out the jobs by facing competition exam.
* Work in Research Field, teacher in schools and tuition classes.

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
N. A.	B. A. (Final)	135	55	47.82%
N. A.	B. Com.(Final)	38	26	68.42%
N. A.	B. Sc. (Final)	18	09	50%
N. A.	M. A. (Eco) Final	39	26	66.67%
N. A.	M. A. (Pol. Sci.) final	45	37	82.22%
N. A.	M. A. (Marathi) final	24	22	91.67%
N. A.	M. A. (English) final	05	04	80%
N. A.	M. A. (History) final	44	32	72.73%
N. A.	M. Com. Final	45	36	80%

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)

Questionnaire

Shivaji Mahavidyalaya, Gadchiroli.

Affiliated to Gondwana University, Gadchiroli.

STUDENT FEEDBACK FORM

Name of Teacher :_____ Subject. :_____

Class :_____   Semester :_____   Session :_____

Email ID :_____   Mob. No. :_____

Please Tick (√) in a appropriate ratings.

1 for Excellent, 2 for Good,   3for Average

Sr. No.	Subjects	Ratings		
		1	**2**	**3**
01.	Regularity in the class.(वर्गातील नियमितता)			
02	Punctuality in the class (वर्गातील वक्तशीरपणा)			
03.	Completion of syllabus in prescribed period. (ठराविक कालावधीत अभ्यासक्रम पुर्ण करणे)			
04.	Students centric environment (विद्यार्थी केन्द्रीत वातावरण निर्मीती)			
05.	Organize the schedule for Internal Assessment. (अंतर्गत मुल्यमापनाचे नियोजन)			
06.	Self confidence (आत्मविश्वास)			
07.	Communication Skill (संभाषण कौशल्य)			
08.	Focus on subject matter. (विषय केन्द्रीत अध्यापन)			
09.	References of latest development in the field. (अध्यापनात अद्यायावत संदर्भाचा अंतर्भाव)			
10.	Use of teaching methods/teaching aids.(अध्ययनात शैक्षणिक साधनाचा उपयोग)			
11.	Use of innovative teaching methods (नाविण्यपुर्ण अध्यापन पध्दतीचा वापर)			
12	Discussion on Evaluated Question Papers (मुल्यमापित प्रश्नपत्रिकेवर चर्चा)			
13.	Providing study materials (अभ्यासपूरक साधनांची उपलब्धता)			

14.	Helping attitude (सहकार्याची अभिरूची)			
15.	Helping in career goals.(व्यवसाय निवडीसाठी सहकार्य)			
16.	Class controlling. (वर्ग नियंत्रण)			

Shivaji Mahavidyalaya, Gadchiroli.
STUDENT FEEDBACK FORM
## (Cultural Dept., Library, Administration & Sports Dept.)

Class :_____   Semester :_____   Session :_____

Please Tick (√) in a appropriate ratings.

1 for Excellent, 2 for Good, 3 for Average

Sr. No.	Departments	Ratings		
		1	2	3
	Cultural Department			
01	Well equipped Cultural Hall			
02	Frequency of Cultural Programs			
03	Sufficient chance to the students in cultural programs.			
04	Scope for folk art in the cultural programs.			
05	Importance to Social enlightenment programs& Patriotism in Cultural Programs.			
	Library			
06.	Well equipped Library			
07.	Adequate availability of faculty-wise books.			
08.	Sufficient numbers of Journals, News papers.			
09.	Availability of computerization and Internet in the library			
10	Cooperation of staff with the students.			
	Administration			
11	Cooperation of administration staff during the admission.			
12.	Use of Notice Board with relevant information to communicate with students.			
13.	Condition of the classrooms and college premises.			
14.	Safety and security of the students in the premises.			
15.	Behaviors, support & assistance of non-teaching staff with the students.			
	Sports Department			
16	Condition of the playing ground in the college.			
17	Playing facilities for different sports and games.			

18	Availability and condition of Gym in the college.			
19	Sufficient chance and scope to the students in playing various sports and games.			
20	Regular coaching and training of various games and sports.			

Feedback Analysis By The Student 2017-2018
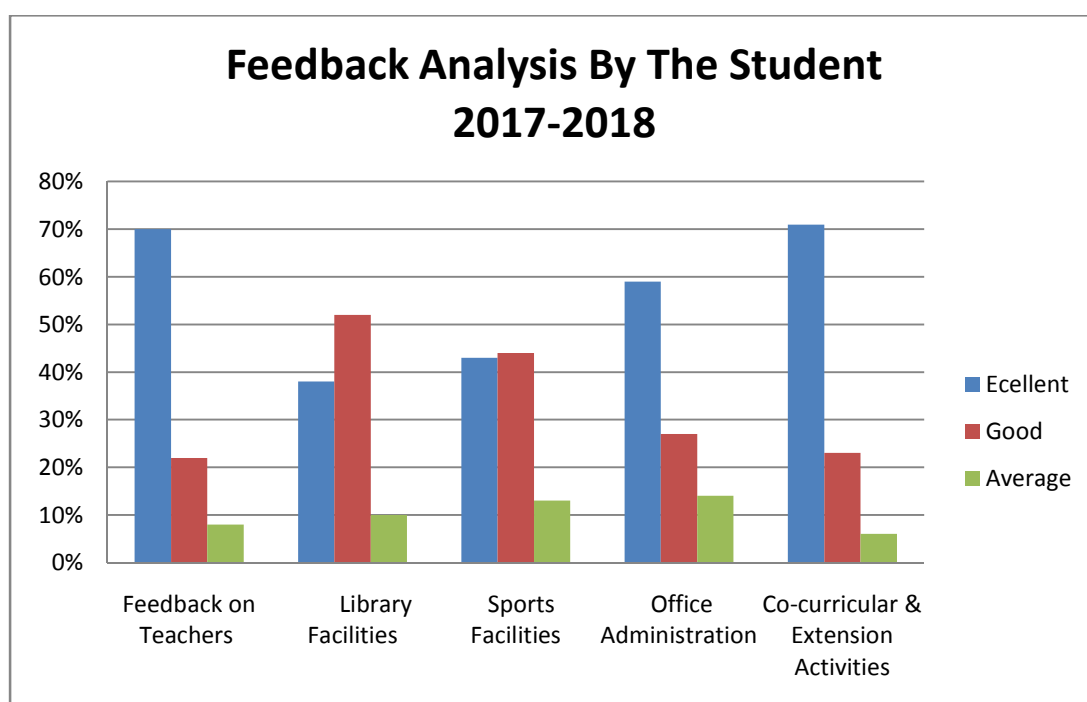
	Excellent	Good	Average
Feedback on Teachers	70%	22%	8%
Library Facilities	38%	52%	10%
Sports Facilities	43%	44%	13%
Office Administration	59%	27%	14%
Co-curricular & Extension Activities	71%	*23%*	6%

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-			
Minor Projects	-			
Interdisciplinary Projects	-			
Industry sponsored Projects	-			
Projects sponsored by the University/ College	One year	Self finance	------	------
Students Research Projects *(other than compulsory by the College)*	-			
International Projects	-			
Any other(Specify)	-			
Total		Nil	Nil	Nil

3.2 Innovation Ecosystem

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

Title of Workshop/Seminar	Name of the Dept.	Date(s)

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

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

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

Incubation Centre	Name	Sponsored by

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

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International

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

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

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

	Department	No. of Publication	Average Impact Factor, if any
National			
International	Marathi	1	5.131(IIJIF)
	Commerce	3	4.002(IIJIF)
	History	2	4.002(IIJIF)
	History	1	5.011(IIJIF)

	Commerce	1	5.011(IIJIF)

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year	
Department	No. of publication
Commerce	01

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

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

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

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

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year :				
No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	Nil	01	04	01
Presented papers	Nil	Nil	01	Nil

Resource Persons	Nil	Nil	Nil	Nil

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

Title of the Activities	Organising unit/ agency/ collaborating agency	Number of teachers **co-ordinated** such activities	Number of students participated in such activities
Celebrated , ' Samajik Nyay Diwas'	College Students	13	More than 250
Awareness Rally Against Naxlite	College Students	13	More than 330
Celebrated 'Social Fortnight' program in college	College Students	13	More than 260
Guidance Talk on , 'Farmer's Son'by Prof.Dnayanesh Wakudkar(well known poet in Maharashtra in Marathi Literature)	College Students	13	More than 520
Celebrated Birth Anniversary of Dr.Sarvapalli Radhakrishnan as a, 'Teacher's Day'	College Students	13	More than 420
International Literacy Day and Rally		12	More than520
Celebrated Birth Anniversary of Mahatma Gandhi and Lal Bahadur Shastri	College Students	13	More than 260
Celebrated Birth Anniversary of Sardar	College Students	13	More than 550

Vallabhbhai Patel and pays tribute to Indira Gandhi			
Birth Anniversary of Pandit Jawaharlal Nehru as a Children Day	College Students	10	More than560
World AIDS Day and Rally	College Students	13	More than 610
Dr.B.R.Ambedkar Mahaparinirvan Din	College Students	15	More than 250
Celebrated Birth Anniversary of Shri.J.T.Patil Mhashakhetri(Founder of Shivaji Shikshan Prasarak Mandal,Gadchiroli)	College Students	18	More than 240
The Birth Anniversary of Krantijyoti Savitribai Phule	College Students	13	More than 540
Celebrated Birth Anniversary of Rajmata Jijau and Swami Vivekanand as International Yuva Day	College Students	13	More than 560
Special campaign on, Youth Empowerment for Rural Cleanliness Drive Campaign	College Students	13	200
Workshop on, Competitive Examination	College Students	13	More than 360
Celebrated Yuva Mahotsav program	College Students	23	More than 890
Parents Meet:-2017-2018	College Students	23	More than 900

Vote Awareness Rally	College Students	13	More than 260
A Workshop on Democracy, Elections and Good Governance	College Students	13	More than 360

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

Name of the Activity	Award/recognition	Awarding bodies	No. of Students benefited
N. S. S.	Participation (State Level)	RTM Nagpur University, Nagpur	02
N. S. S.	Best Volunteer Award (State Level)	RTM Nagpur University, Nagpur	01

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

Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers **coordinated** such activities	Number of students participated in such activities
NSS	College Students	International Yoga Day	17	More than 540
NSS	College Students	Tree Plantation and Tree Adoption program organized by NSS unit of the college on the occasion of Social Harmony Fortnight	16	More than 260
NSS and AEES	College Students	Awareness about Naxlite and Rally	13	More than 366
NSS and AEES	Government Hospital Gadchiroli	Human Chain programme and Highlights Awareness on HIV/AIDS	13	More than 350
NSS and AEES	College Students	Workshop on, "The Bad Effects of Consuming Tobacco"	13	More than 360

NSS	College Students	Swaccha Bharat Abhiyan	13	More than 390
NSS	College Students	Pathsachalan Selection Camp	17	68
NSS and AEES	College Students	Workshop on, "Students Interfaces about University Curriculum"	13	More than 400
NSS and AEES	College Students	International Literacy Day and Rally	13	More than 480
NSS and AEES	Department of Police Gadchiroli	Celebrated Adivasi 'Rela' Group Dance Festive	19	More than 890
NSS and AEES	College Students	Organized program on, 'Anti- Superstition Bill' by Prof.Dr.Shyam Manav (Social Activist,Maharashtra,India)	19	More than 480
NSS	Department of Police Gadchiroli	One Day Workshop on, "Police and Citizen Portal App"	13	More than 380
NSS and AEES	College Students	Organized program on, "A Brainstorming Session on Forestry and Biodiversity"	13	More than 380
NSS and AEES	College Students	AIDS Awareness Rally	13	More than540
NSS and AEES	College Students	Celebrated 'International Youth Day' on the occasion of The Birth Anniversary of Swami Vivekananda	13	More than570
NSS	College Students	Congratulating Two Students got BEST VOLUNTEERS award in State level NSS Camp.	13	More than 120
NSS	College Students	Blood Donation And Blood Check- Up Camp	19	More than 180

3.5 Collaborations			
3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year			
Nature of Activity	Participant	Source of financial support	Duration
Nil	Nil	Nil	Nil

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year				
Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration **(From-To)**	participant
Nil	Nil	Nil	Nil	Nil

3.5.3 MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year				
Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs	Organisation
Nil	Nil	Nil	Nil	Nil

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
1000000/-	874622/-

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	2.02 Htr	Nil
Class rooms	22	Nil
Laboratories	08	Nil
Seminar Halls	02	02
Classrooms with LCD facilities		
Classrooms with Wi-Fi/ LAN	05	Nil
Seminar halls with ICT facilities	01	Nil
Video Centre	Nil	Nil
No. of important equipments purchased ($\geq$ 1-0 lakh) during the current year.	Nil	Nil
Value of the equipment purchased during the year (Rs. in Lakhs)		
Others		

4.2 Library as a Learning Resource

4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIBMAN	Partially	---	2017-18

4.2.2 Library Services:						
	Existing		Newly Added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	31142	3499306/-	545	221999/-	31687	3721305/-
Reference Books	3291	1239977/-	76	47139/-	3367	1287116
e-Books						
Journals	20	11945/-	--	--	20	11945/-
e-Journals						
Digital Database	Available					
CD & Video	64				64	
Library automation	partially				Partially	
Weeding (Hard & Soft)						
Others (specify)						

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others
Existing	42	01	Yes	01	01	10 Computers	-	Yes	-
Added	-	-	-	-	-	-	-	-	-
Total	42	01	yes	01	01	10	-	-	-

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

10 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
Nil	

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc			
Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
Nil	Nil	Nil	Nil

4.4 Maintenance of Campus Infrastructure

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

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
300000/-	306168/-	500000	565811/-

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)

Response: The college conducts smoothly through various academic, curricular and extra-curricular activities. For the smooth conduction of these activities there is a well plan mechanism and policies. In the college there are various types of Cells, Committees and Bodies. In each committee, it has its own executive members, by seeing the skill, ability and performance the weightage is given to the teachers in each committee. For utilizing and maintaining activities there are so many committees. The concerned committees see all the matter related to academic activities, which are included in Academic Calendar. Whenever there is a need, the principal gives the instruction and guidance to these academic

committees at the end of academic session. We always adhere to the Academic Calendar.

There are different committees related to physical facilities in the college. The concerned committee maintains and supervises the physical facilities through out the session.

We have 8 laboratories in the college and we have adequate equipments in the laboratories. There are well maintained laboratories in the college of the concerned subjects.

Separate Sports Department is available in the college. In the college there is well furnished Gym is also available. Various tools and sports equipments are available in the Gym. Apart from it spacious playground is also available in the college. Different types of a games and sports are practiced by the students. The Director of Physical Dept. takes personal interest in practicing the games and sports. Some students of our college are excelled in International, National, State and University Level games and sports. Number of students regularly makes the practice in the college ground.

50 computers are available in the college. The student and the teachers use the computers and Internet facility in the college. There is a well equipped Computer Lab having 15 computers in it.

The college has big central library. In the library more than 37000 books on various subjects on available. We have separate study room for students and teachers. And they use it regularly. In the library various magazines, journals on different subject are available. There is separate building for library and s spacious also. There are number of news papers in English language and regional languages are available. Our students are getting benefitted by it.

We are conducting 9 types of programmes and have sufficient number of classrooms. And these class rooms are spacious, out of it three rooms are equipped with Over Head Projectors. We have also two Seminar Halls for conducting various functions an programmes throughout the session.

All this facilities are available in the college and all these are maintained and supervise by various committees and Bodies.

CRITERION: V - STUDENT SUPPORT AND PROGRESSION			
5.1 Student Support			
5.1.1 Scholarships and Financial Support			
	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	NIl	Nil	Nil
Financial support from other sources			
a) National	GOI Scholarship	1128	4985856/-
b) International	Nil	Nil	Nil

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga Meditation, Personal Counseling and Mentoring etc.,			
Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Certificate Course in Communication Skill in English	01 / 02 / 2018	43	Under UGC plan
Bridge courses	01/07/2017	Admitted Student	Individual Teacher
Yoga-Meditation	Every Saturday	Students and teachers	Physical Dept.

5.1.3 Students benefited by guidance for competitive examinations and career counseling offered by the institution during the year					
Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counseling activities	Number of students who have passed in the competitive exam	Number of students placed
2017-2018	Career Counseling		18	-	-

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

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
Nil	Nil	N. A.

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
Nil	Nil	Nil	Nil	Nil	Nil

5.2.2 Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2017-2018	31	Shivaji Mahavidyalaya, Gadchiroli	B. A.	Shivaji Mahavidyalaya, Gadchiroli	M. A.
2017-2018	10	Shivaji Mahavidyalaya, Gadchiroli	B. Com	Shivaji Mahavidyalaya, Gadchiroli	M, Com.

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

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET		
SET		
SLET		
GATE		
GMAT		
CAT		
GRE		
TOFEL		
Civil Services		
State Government Services	01	MB 002259
Any Other	10	(01) A-3491, (02) A-3524, (03) C-

		142, (04) C-072, (05) C-143, (06) C-092, (07) 187055,

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

Activity	Level	Participants
Cultural Activities	College Level	268
Sports Activities	College Level	1212

5.3 Student Participation and Activities

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

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
2017-18	Nil	Nil	Nil	Nil	Nil	Nil

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

Response: The college has set up Student Council as per University Directions and Maharashtra State Government Act 1994. The Student Council comprises of senior teachers nominated by the Principal as Chairman and NSS Programme Officer, Physical Education Officer, Students Representatives from each class, two Representatives from girls, nominated by the Principal, one Representative from NSS, one from Sports and one from Cultural activities as members. The Student Representatives are nominated on the basis of their Academic performance, and followed the Democratic procedure during the selection.

In the beginning of the academic session, notification is issued by the affiliating university to each and every college to form the Students Council for the academic session. As per the instruction and guidelines of the Maharashtra University Act and instruction of the affiliating university the election of the Students Secretary is performed by following the democratic process. The nominated student representatives elect Secretary among themselves.

The elected Secretary and all other nominated representatives i. e. Students Council take directly participation in all students related administrative

activities. As per the guidelines of the Govt. same weightage is given to the students in various committees and bodies such as Anti-Ragging Cell, Women Safety Cell etc. Students Council takes active participation planning in various Cultural activities and Sports activities. The college administration always welcomes the suggestions from Students Council. Apart from this in the college various co-curricular, extracurricular activities are conducted throughout the session and without active participation of the Student Council no any such activity could not be successful in the college.

The institution provides opportunity for Democratic involvement of the students in various Academic, Administrative and Extra-curricular activities by giving them representation on various committees such as Students Council, NSS and Extension Services, Games and Sports, Cultural Activities Committee, Department of Continuing, Adult Education and Extension Service, College Magazine, Literary Association and Social Sciences Association.

Activities :

- Organizing various programmes and activities throughout the session.

- Giving suggestion to the Principal for the solution of the Students problems.

- Chalking out plans for curricular, co-curricular, extracurricular activities of the college.

- Discussing the various issues related with students.

- Putting up the grievances of students.

- Providing students feedback to the administration regarding the various issues and activities.

5.3 Alumni Engagement
5.3.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words) :
No
5.3.2 No. of registered enrolled Alumni:
No
5.3.3 Alumni contribution during the year (in Rupees) **:**
No
5.3.4 Meetings/activities organized by Alumni Association **:**
01

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)

Practice No. 01

Name of the Practice:- To register voters name of the students in voters list of the constituency.

In the beginning of the academic year, the notice is issued to the college administration by the Tahsildar of Gadchiroli, to register the names of the college students who has completed 18 years to the voters list of the constituency. The responsibility of this work is shouldered on Dr. M. J. Meshram, (Asso. Professor) and Dr. R. S. Gore (Director Physical Education Dept.). Regarding this issue notice is circulated for the newly admitting students in B. A. I, B. Com. I, B. Sc. I whose age is 18 year old, or registering their names as voter.

This two men committee informed the Admission Committee of each department, to convince them for registering their names as a voter for Gadchiroli Constituency. This makes positive effect and during the admission process total 688 (six hundred eighty eight) number of students registered their name in voter list of the constituency.

During registering the names of the students, the member of the admission committee counsel the student about the reason behind this registration. Also the members counsel them about the responsibility of ideal Indian Citizen and suggest them to caste their vote in forth coming election and follow the duties and responsibilities of ideal voters and contribute themselves in nation building.

This is one of the practice of decentralization and participative management by involving near about all faculty members directly, indirectly vest in their duties for this drives and contribute themselves in registering the names of the students in voter list. Finally such report is handed over to the Tahsildar of Gadchiroli.

Practice No. 02

Distribution of Sanitary Napkins and hygienic awareness to the girls and women of adopted village Kurhadi.

In the academic session 2017-18 the college administration decided to distribute sanitary napkins to the girls and women of adopted village. In this drive

the teachers of Home Economic Dept. and girls students with the help of other faculty members take initiative to accomplish the drive.

The faculty members and girls students of Home Economics Dept. decided the day to visit the adopted village. Before going to the village we had communicated to the responsible villagers and conveyed about this drive and its date and time. On the decided date we have visited to the adopted village with 47 sanitary napkins. Before distributing the napkins, the teachers of Home Economics Dept. guide them about the various hygienic issues about girls problems and its side effects. They also guide them how, to overcame from such issues and safe way to wear napkins. They also try and encourage the girls of the village and women to speak out and raise their problems during their menstrual period before them. Big numbers of girls and women of the adopted village participated in this drive. After distributing these sanitary napkins, our lady teachers also guide them how to destroy the used napkins without polluting the atmosphere.

At the end, our teachers encourage them use regularly the sanitary napkins during menstrual period.

It was a small effort by the college administration with the help of teachers and Home Economic Dept. including the girls students to make them aware about the hygienic point during menstrual period and be safe. It is the practice of decentralization and participative management of the staff and administration.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:
Yes, But 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)**:**

Curriculum Development

☐ Teaching and Learning
Teaching-learning process is the main aspects in any education institution. The students are the centre of our education system. And each and every efforts have been taken by the teachers, whatever he teaches, it should be understood by the students. So our teachers during class room teaching-learning process, use various types of tools, methods and techniques, such as lecture methods, demonstrative methods, participative methods, story-telling, Quiz, Brain

storming, Viva, Home Assignments etc. All these things help the teachers to improve their teaching-learning process.

Apart from it, as it is the age of advance technology and age of computers, we use O. H. P. for PPT. Our teachers provides notes from internet, our few students make recording of the classroom teaching-learning activity through their cell phone and share among themselves through WhatsApp. Our students formed WhatsApp group and share the data are information about the curriculum and syllabus.

 Examination and Evaluation

It is the duty of each and every teachers to work in university examination and also be a part of evaluation of university examination.

As we adopted semester pattern examination, and our college is one of the leading college and we conducted university examination at the end of each semester, our all teachers involve in examination system. One or two faculty members work as examination Chief Supervisors and Dy. Examination Chief Supervisor, few of them work as invigilators for smooth conduction of university examination at the centre. Before this few teachers set the university papers, few of them work as moderator. After completion are during examination few teachers work as paper valuer at the spot valuation centre, Gondwana University, Gadchiroli.

Apart from it our teachers play all roles in examination which is conducted by the college at college level.

 Research and Development

Out of 14 faculty member 8 faculty members are awarded with Ph. D. degree and one is pursuing the research work. Out of 14 faculty members, 3 faculty members including the principal are Ph. D. supervisor of Gondwana University, Gadchiroli and R T M Nagpur University, Nagpur.

Our principal and top management including IQAC promote the faculty member to do research work and publish and participate in various International, National level Conference, Seminar, Workshop and also encourage them to publish their work in international, national level journals it develop themselves academically and help the students, encourage the students for research work. All these things help the faculty members to improve and update their knowledge and they share it with their students.

☐ Library, ICT and Physical Infrastructure / Instrumentation

We have a big Central Library, it is equipped with more the 37,000 books. It has numbers of text books, reference books, encyclopedias, Journals and Research Publications. It become very helpful to the students in all aspects. In the library, spacious seating room for students for study. It is well ventilated, having attached bathroom and toilet, with air cooler. In the library this students can use the computers for browsing. It is also equipped INFLIB NET facility in the library, and students use it.

The college has all required physical facilities and infrastructure. The college has big playing ground, having three playing courts, sufficient playing kits, well equipped Gym etc.

☐ Human Resource Management

Number of co-curricular and extra- curricular activities perform in the college throughout the academic session. And for smooth conduction and success of these activities human resource is essential. Our students are actively participated in all types of activities and accomplished the programs and events. Student Council, other active students, teaching faculty, non-teaching faculty, management all help directly or indirectly to succeed these activities in the college.

☐ Industry Interaction / Collaboration

There is a MOU signed by Dr. Varsha Kapgate, Medical Officer Govt General Hospital, Gadchiroli and college administration for providing medical aid to the college students.

Admission of Students

　　　　After declaration H S C result of Nagpur Board Nagpur. The college administration make wide publication of the admission in the college to B.A., B. Com., B. Sc. Programmes by publishing Banners in main square of the city. Our teachers also go to nearby junior colleges for seeking admission in our college. After the date declaration by the university for admissions, the admission committee makes functional, as per the guidelines and rules of affiliating university, they scrutinize the application form of admission and as per the interest and percentage in H S C they counsel the students to seed admission in B. A., B. Com., and B. Sc. Courses.

　　　　We issued prospectus for admission and all relevant information and schemes, facilities, welfare schemes, subjects, optional subjects, fees structure, rule regulation and all relevant information published in prospectus.

　　　　As per the guidelines and instruction, if our quota of admission completed and fulfilled, the college demand 10% extra admission to the affiliating university.

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

 Planning and Development

 Administration

 Finance and Accounts

 Student Admission and Support

 Examination

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

2017-18	Dr. P. D. Ghorpade	70th All India Commerce Conference. Organized by Faculty of Commerce & Management THE IIS University Jaipur	Faculty of Commerce and Management THE IIS University Jaipur	6048/-
	01. Prof. R. K. Nandagawali 02. Dr.M. J. Meshram 03. Prof. S. C. Raut 04. Shri S. N. Santoshwar	State Level Seminar on Revised Assessment and Accreditation Process of NAAC	Shivshakti Arts, Commerce College, Bhabhulgaon Dist. Yavatmal	8000/-

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

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	Dates (from-to)	No. of participants (Teaching staff)	No. of participants (Non-teaching staff)
2017-18	**Nil**	**Nil**	**Nil**	**Nil**	**Nil**

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

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Nil	Nil	Nil

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

Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
Nil	Nil	Nil	Nil

6.3.5 Welfare schemes	
Teaching	- Group Insurance to the teacher - Medical reimbursement - Extra remuneration for extra work other than teaching - Loan facilities from Employee Credit Co-operative Society - Duty leave for academic work - Duty leave with T.A and D. A. for research reasons - Regular annual increment - Placement and promotion as per the rules.
Non teaching	- Festival advance for non teaching staff - Group Insurance to the non teaching staff - Medical reimbursement - Loan facilities from Employee Credit Co-operative Society - Earned leave for non teaching Staff - Extra remuneration for extra work - Time bound promotion is available the non teaching staff T. A. and D.A. for outgoing office work
Students	- Scholarship for physically disabled students - Scholarship to the Minorities students - Scholarship to Merit students under Rajashri Chhatrapati Shahu Maharaj Shikshan Shulkh Shishyavrutti Scheme - Eklavya Scholarship - State Government Open Merit Scholarship - Dr. Punjabrao Deshmukh Vasatigruh Nirvah Bhatta Yojna (DHE) - Education Concession to the Children Freedom Fighter

	- G O I Post-matric scholarship - Post matric tuition fees and examination fee (freeship) - Post matric scholarship for persons with disability - Blazer, Shoes, and Track suits for excelled students in sports - Extra Books and Reference Books are provided to students during the examination period. - Provide extra books and reference book under mortgage schemes during examination period.

6.4 Financial Management and Resource Mobilization

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

Our college adopts the established democratic process to handle the financial matters. All the financial matters placed before the college development committee. The Committee supervises and approves each and every financial matter. As per established guidelines the financial matter resolved.

Our college is a private but grant-in-aid institution and each and every right about supervision and audit to the State Govt. Authority. At the end of the each academic year financial audit is audited by Joint Director Nagpur Division, Nagpur. Then this Audit makes finalized by the Auditor General Nagpur, regularly.

These two agencies make the external Audit of all the financial matter regularly. Our top management is also makes supervise the financial matter and indirectly they also conducts the internal audit of C. D. C. regularly.

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

Name of the non government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
Nil	Nil	Nil

6.4.2 Total corpus fund generated :- 101910/-

6.5 Internal Quality Assurance System

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	**No**	Nil	Yes	Management
Administrative	**Yes**	Joint Director, Nagpur Division, Nagpur, Auditor General, Nagpur	Yes	Management

6.5.2 Activities and support from the Parent – Teacher Association (at least three)
 Suggestions by Parents:

01. Make available more and latest competitive examination books and reference books in the library.
02. Enhance the Reading Room facilities.
03. Enhance the sports facilities.

6.5.3 Development programmes for support staff (at least three)
01. Motivate the staff to attend the Conference, Seminars, Workshop, Short Term course, Orientation Course, Refresher Course.
02. Motivate to seek research work.

6.5.4 Post Accreditation initiative(s) (mention at least three)
01. Started Soft Skill Program - Certificate Course in Communication Skills in English

6.5.5
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 activity	Duration (from----- to------)	Number of participants

2017 - 18	IQAC Meeting	29/07/2017	1 Day	10
	IQAC Meeting	23/03/2018	1 Day	10

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-to)**	Participants	
		Female	Male
Women Oppression and related Act	08/08/2017	270	165

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

Nil

7.1.3 Differently abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities		
Provision for lift		
Ramp/ Rails	Yes	
Braille Software/facilities		10
Rest Rooms	Yes	
Scribes for examination	Yes	
Special skill development for differently abled students		
Any other similar facility	Yes	

7.1.4 Inclusion and Situatedness

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

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
	07	07	5 Sept.	Teachers Day	Respect the teachers	More than 200
			8 Sept	International Literacy Day	Eradicate Illiteracy	More than 200

						from the society.	
2017-18	07	07	2 Oct	Gandhi Jayanti & Shastri Jayanti	Non-violence and peace		More than 200
			26 Nov.	Constitution Day	To know about the Indian Constitution		More than 200
			1 Dec.	AIDS day	Awareness about AIDS		More than 250
			12 January	Yuva Din	To know the power of youth		More than 250
			13 Feb.	Voters Day	To know the value of single vote		More than 400

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Code of Conduct for Students		01. Regular attendance in the classroom. 02. Do not misbehave in the college campus. 03. Do not discriminate between boys and girls students. 04. Do not damage the property of the college. 05. Be always present in college uniform and Identity Card. 06. Smoking and tobacco chewing is prohibited in the college campus. 07. Place the vehicle in the Parking only.
Code of Conduct for Teachers		01. Human values should be followed by the teacher. 02. Do not discriminate between boys and girls students. 03. Moral values should be followed by the teacher. 04.Create social, cultural and democratic atmosphere in the college campus. 05. Keep always positive attitude about the students. 06. National integrity should be followed by the teacher.

Code of Conduct for Principal		1. He must be always honest. 2. His decision must be always for the sake of the students. 3. Social, cultural and moral values should be followed by the principal. 4. Democratic values should be followed. 5. Coordination must be followed among students, teaching and non-teaching staff.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Non-violence & peace	2nd October, 2017	200
Constitution Day	26th November,2017	200
Dr. Ambedkar Birth Anniversary	14th April, 2018	90

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

01. A Drive to eradicate plastics from the college campus.
02. Tree Plantation and conservation.
03. Awareness about tobacco chewing, ghutka and smoking.

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the
institution as per NAAC format in your institution website, provide the link

Best Practice : 1

01. Title of the Practice.

Radium Sticker for the Bulls and Bullock-carts in the adopted village.

02. Objective of the practice.

a) To avoid road accident
b) To aware about road safety
c) To be safe on the road
d) To follow rules and regulations of the road.

03. The Context :

The volunteers of N. S. S. of the college with college teachers are very
actively participated in the drive to stick radium stickers of to the bulls
and carts of the adopted village in the rainy season the session 2017-
18.

04. The Practice :

As it was the part of the plan to make aware to the people of adopted
village about the road safety and security of bulls and carts.

With the help of N. S. S. volunteers before one day are
discussed with the people of adopted village about this matter and
they became agreed. In the Z. P. Primary School, before the villagers
we discuss about the various rules, regulations and threats of road
transport by bullock-carts. So we suggest the villagers, that N. S. S.
Department will provide the radium stickers for their bulls and carts
also. So on the decided day we went to the adopted village and with
the help of villager and Sarpanch we pasted the radium stickers to the
horns of bulls and carts of the village. It will helps to the villagers to
avoid accident on the roads, and make them aware about importance
of traffic rules.

05. **Evidence of Success :**

This drive was conducted by the N. S. S. Volunteers with the help of the teachers. And all the relevant documents and evidences are kept ready and maintained by the N. S. S. departments.

06. **Problems Encountered and Resources Required.**

During this drive, to paste radium stickers to the horns of bulls, it became somewhat risky. Some villagers were reluctant for this drive, because it was the rainy season and their bulls were busy in farming and ploughing.

Best Practice : 2

01. **Title of the Practice :**

To clean the bank of Kathani river during Ganesh Festival.

02. **Objectives of the Practice :**

For this practice following objectives are framed.

a) To know the importance of cleanliness.
b) To create awareness about the cleanliness of public place that to clean bank of river.
c) To create awareness about immersion of Ganesh's idol in private place.
d) To clean the bank of river for pure water for people and animals.

03. **The Context :**

N. S. S. volunteers and others students of the college decide to clean the bank of Kathani river, which is generally become dirty with the scraps of Ganesh idol during Ganesh festival in immersion period of Ganesh idols.

04. The Practice :

On the Ganesh Festival period of ten days, numbers of people immerse their Ganesh idols with the scraps of prayers in the pure water of river. Our N. S. S. volunteers and other students went to Kathani river including girls students and clean the bank of Kathani river. They also clean the stairs of the bank of Kathani, our students and teachers also collect the scraps(Nirmallya) to whom the people immerse in the pure water of river. The idols which is made up of plastic of Paris never melts in water, our student collect it and handed over to the Municipal Corporation, Gadchiroli, because this drive was conducted with co-operation of Municipal Corporation, Gadchiroli. Some idols of Ganesh were made of clay but inside the idol, there are wooden sticks and bamboos for support, that scraps and used material during prayers and it is collected by our students and handed over to the tractor of Municipal Corporation, Gadchiroli.

In this way we make small efforts to clean the bank of Kathani river which is 3 k. m. away from our college premises. From we get the drinking water.

05. Evidence of Success :

The practice which is done in the academic session 2017-18 by the N. S. S. volunteers and other college students including girls students, cleaning the bank of Kathani river. The photography and relevant document are kept ready and maintained by the N. S. S. Department. In this drive, Municipal Corporation of Gadchiroli was also involved, so the report of same may be available in Municipal Corporation, Gadchiroli.

06. Problems Encountered and Resources Required :

During the period of cleaning the bank of Kathani river during Ganesh festival, there are number of people came to immerse the Ganesh idols, so we clean the bank during noon period and next day, it became dirty by scraps in the next day. So it was not possible to us to clean the bank regularly. Only solutions for this problem are awareness among the people, to immerse their Ganesh idols in private pond.

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust

Provide the weblink of the institution in not more than 500 words

The mission and vision of the college show that we are abiding for overall development of the students, but apart from this motive, our faculty members and students accomplish such activities and events which are distinctive to its vision and priority.

In this academic year the volunteers of N. S. S. in the adopted village performed an activity which is distinctive the vision and priority of the college. During 7 days period of N. S. S Special camp in adopted village Kurhadi, with guidance of Veterinary doctor of the village and our N. S. S. volunteers decided to grow the eating grass for cattle of the farmer in the village.

Total 9 types of grass named 01. Pennisetum Perpureum x Pnnisetum Glaucum 02. Panicum Maximum 03. Cenchrus ciliaris (Black) 04. Cenchrus Ciliaris (White) 05. Andropogon Gayanus 06. Trifolium Alexandrinum 07. Dra chiaria decumbens 08. Sesbaniia Sesban 09. Brachiaria mutica are planted under the guidance of Dr. Amol Padwal, Veterinary Doctor of the village in the open ground of veterinary hospital premises. These grasses are full of protein and soft for eating to the cattle. It is completely grown up in maximum 45 days and ready to cut for eating. It can cut 8 times in a year. During summer period the farmers face the number of problems about this meadow. And same cattle suffered from starvation in summer period.

This effort by our N. S. S. volunteers with guidance of Dr. Amol Padwal and Dr.Ganesh Katwe to grow the different types of eating grass for the cattle. Though it is an experimental project by our volunteers but it is very useful for the farmers to grow the grass and overcome the problems of starvation of cattle in summer. Again to grow these grasses there is no need to take special care for it. It takes minimum water, low expenditure and maximum output. After eating the grass the milk capacity of cows also increases up to 10 liters. To grow these grasses are so easy and convenient that in small useless land also useful for growing these grasses.

After growing these grasses numbers of farmers visited to this place and collect the information about these grasses. Some farmers bought the stems of the grass and grow in their own land and got benefitted.

Actually it was the experimental project by our students with motivation of veterinary doctors of the adopted village. Our intension is to motivate the local farmers to grow these grasses in their own land and get benefitted. It happened numbers of villagers grew these grasses and solved the problems of eating grass (meadow) in summer period.

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

Future plan for next academic year

01.   To submit proposal for Research Center.

02.   To enhance the lab equipments.

03.   To build one storey on YCMOU H Building.

04.   To develop playground.

05.   To white wash and paint the buildings

06.   To purchase tricycle for physical handicapped students.

07.   To develop Botanical Garden.

08.   To renovate Staff Room.

Co-ordinator   Principal
IQAC   Shivaji Mahavidyalaya, Gadchiroli
Shivaji Mahavidyalaya, Gadchiroli

_____ *** _____