

## IQAC Submission

Academic Year to which AQAR has to be submitted : 2019-2020



### Yearly Status Report - 2019-2020

Part A	
<b>Data of the Institution</b>	
1. Name of the Institution	ADARSH ARTS AND COMMERCE COLLEGE, DESAIGANJ
Name of the head of the Institution	Dr. Shankar Gombumal Kukreja
Designation	Principal
Does the Institution function from own campus	Yes
Phone no/Alternate Phone no.	07137272554
Mobile no.	9404818437
Registered Email	adarsh_desaiganj@rediffmail.com
Alternate Email	adarshcollegeiqac@gmail.com
Address	Armori Road, Desaiganj (Wadsa)
City/Town	Desaiganj (Wadsa)
State/UT	Maharashtra
Pincode	441207
<b>2. Institutional Status</b>	
Affiliated / Constituent	Affiliated
Type of Institution	Co-education
Location	Semi-urban
Financial Status	state
Name of the IQAC co-ordinator/Director	Dr. Shriram Govinda Gahane

Phone no/Alternate Phone no.	07137272554				
Mobile no.	8275286388				
Registered Email	adarshcollegeiqac@gmail.com				
Alternate Email	shrigahane@gmail.com				
<b>3. Website Address</b>					
Web-link of the AQAR: (Previous Academic Year)	<a href="http://adarshcollegedesaiganj.edu.in/images/AQAR3-2018-19%20pdf.pdf">http://adarshcollegedesaiganj.edu.in/images/AQAR3-2018-19%20pdf.pdf</a>				
4. Whether Academic Calendar prepared during the year	Yes				
if yes, whether it is uploaded in the institutional website: Weblink :	<a href="http://adarshcollegedesaiganj.edu.in/aca_calender.php">http://adarshcollegedesaiganj.edu.in/aca_calender.php</a>				
<b>5. Accrediation Details</b>					
<b>Cycle</b>	<b>Grade</b>	<b>CGPA</b>	<b>Year of Accrediation</b>	<b>Validity</b>	
				<b>Period From</b>	<b>Period To</b>
1	C++	1.65	2004	03-May-2004	02-May-2009
2	B	2.16	2015	01-May-2015	30-Apr-2020
6. Date of Establishment of IQAC			17-Sep-2004		
<b>7. Internal Quality Assurance System</b>					
<b>Quality initiatives by IQAC during the year for promoting quality culture</b>					
<b>Item /Title of the quality initiative by IQAC</b>			<b>Date &amp; Duration</b>	<b>Number of participants/ beneficiaries</b>	
The IQAC organised the Orientation Programe for Students on			16-Mar-2020 1	145	
The IQAC organised a Three days Workshop on Sex Education- Tarunyabhan in collaboration with SEARCH, Gadchiroli			03-Mar-2020 3	122	
The IQAC organised meeting			22-Feb-2020 1	12	
The IQAC organised a Workshop on			11-Feb-2020 1	15	
The IQAC organised meeting			06-Aug-2019 1	13	
The IQAC presented the format to teachers for yearly calendar of co-curricular activities			30-Jun-2019 1	18	
The IQAC issued semester-wise Teaching Plans to teachers			27-Jun-2019 5	19	
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<b>8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.</b>					
<b>Institution/Department/Faculty</b>	<b>Scheme</b>	<b>Funding Agency</b>	<b>Year of award with duration</b>	<b>Amount</b>	
Nil	NA	Nil	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	<a href="#">View File</a>
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	<a href="#">View File</a>
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)

Organised One day National Webinar on "Acceptance of technological Mode of Education: Challenges and Opportunities Before Rural Colleges".

\* Asked each teacher to publish at least three research papers in UGC approved Journals.

\* Asked teachers to use ICT-based and participatory teaching methods.

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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
To suggest the institution to start new Skill-based Certificate Courses and monitor them.	The responsibility to organise such Skill-Based Certificate Courses was given to the Skill Development and Career Oriented Course Committee. Three such Courses were organised during the session.
To suggest the institution to organize multidimensional co-curricular activities.	The institution organized many such multidimensional co-curricular and extra-curricular activities through NSS, Cultural department and Students' study councils.
To suggest the institution to organize training for Students on Effective Use of Power Point Presentation.	The responsibility to organise such a training programme was given to the Professor in Information Technology. He guided the students and needy teachers about how to prepare Power Point Presentation.
To suggest and co-operate the institution in the organization of faculty development programmes and monitor them.	Although we could not organise such Faculty Development Programmes, we sent our faculty to attend programmes organized by other institutions
To Suggest and co-operate the institution in the organization of Workshops, Seminars, Conference, on Quality Enhancement.	One College level Workshop on "Welfare Schemes for Faculty" was organised on 11th February 2020 in the College by IQAC. One Orientation Programme for students was organised on Corona Virus: Information, Symptoms and Precaution" on 16th March 2020. The IQAC also organised One day National Webinar on "Acceptance of technological Mode of Education: Challenges and Opportunities Before Rural Colleges" on 30th May 2020. We also sent our faculty to attend various Workshops, Seminars and Conferences organized by other institutions.
To Suggest and cooperate the institution in the organization	University level Solo Lawni Dance Competition was organised on 13th February 2020. 21 participants from various

of Inter University / Inter College cultural and literary Programmes / Activities.	colleges of Chandrapur and Gadchiroli districts participated in the competition.
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14. Whether AQAR was placed before statutory body ?	Yes
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Name of Statutory Body	Meeting Date
College Development Committee	07-Feb-2021

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?	No
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16. Whether institutional data submitted to AISHE:	Yes
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Year of Submission	2019
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Date of Submission	04-Jan-2019
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17. Does the Institution have Management Information System ?	No
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**Part B**

**CRITERION I – CURRICULAR ASPECTS**

**1.1 – Curriculum Planning and Implementation**

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

The curriculum, provided by the affiliating university, was availed in the beginning of the academic session. Meeting of the faculty was held to discuss the change in curriculum, if any, availability of Textbooks, Reference books, and other means required for effective delivery of curriculum. The faculty members were asked to prepare teaching plan, co-curricular activities to be effectively implemented in the session. The curriculum vigilance and college internal examination committee was formed to keep vigilance on the proper and timely implementation and completion of curriculum, conduction of unit tests, projects, seminars, workshops by the concerned faculty as per the guidelines of the concerned university. The said committee collected subject-wise and semester-wise question papers, as per the examination pattern of the affiliating university, and supplied the same to the students, to make the students study according to the pattern of university examination. The IQAC, and the head of the institution closely looked into the matter and made necessary suggestions. The faculty members were made aware of the workshops on new syllabus, seminars on innovative practices, etc. and encouraged and granted leaves to participate in such events. The institution has availed overhead Projectors and also trained the faculty to use them promptly as and when needed while imparting the curriculum. The daily teaching activity was recorded in the Daily Teaching Dairy and seen and signed by the Head of the Department, Head of the Faculty and finally by the Head of the Institution. The Teaching-Learning Monitoring Committee was being formed and the Committee monitors the process regularly. The IQAC also monitors the process. The Head of the institution also supervised the Teaching-Learning process. The faculty members were asked to use effective, student-centric, innovative and participatory teaching methods. As a response to the above appeal the faculty members adopted and activated different modes of imparting information to the students through PPT, Blogs, Google Classroom, broadcasting and other electronic modes. Online mode of examination and evaluation was also implemented. Language and Literature Students' Study Council, Social Sciences Students' Study Council, Commerce Students' Study Council were formed. These councils planed and arranged co-curricular activities. Resource persons were being invited to deliver talk on difficult items of curriculum.

**1.1.2 – Certificate/ Diploma Courses introduced during the academic year**

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employability/entrepreneurship	Skill Development
1. Certificate Course in 'Field Technician and Computer	Nil	10/10/2019	30	Employability and Entrepreneurship were focused	Students learnt various Computing Skills and the basic

Peripheral'					mechanism of computers
2. A Certificate Course in 'Functional English'	Nil	02/12/2019	60	Employability Skills	Students learnt necessary skills and basic grammar for speaking in English
3. A Certificate Course under 'From Waste to Best'	Nil	06/01/2020	30	Entrepreneurship	Students learnt making useful and beautiful products from waste items at home.

#### 1.2 – Academic Flexibility

##### 1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
BSc	English, Marathi, Supplementary English, Mathematics, Physics, Chemistry, Botany, Zoology	17/06/2019
MCom	--	17/06/2019

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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
BA	Sem- V and VI	17/06/2019
BCom	Sem- V and VI	17/06/2019
BSc	Sem- I and II	17/06/2019
MCom	Sem- I and II	17/06/2019

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

	Certificate	Diploma Course
Number of Students	150	

#### 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
00		

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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	Geography	14
BA	Economics	4
BA	History	8
BA	Political Science	11

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#### 1.4 – Feedback System

##### 1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	No
Alumni	Yes
Parents	Yes

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

**Feedback Obtained**

The institution collects the feedback from its stakeholders, like the students, teachers, alumni and parents through a Feedback Form' annually. The feedback form, for each category, is purposely prepared to collect comprehensive information from the respective stakeholders on the relevant areas separately. The form, through online mode, is made available to the respective stakeholder with an appeal to read the questionnaire and response as per their observation and experience. A committee is formed for this which collects the responses and calculates the score given by the stakeholders. The final score sheet/grade sheet, prepared by the committee, is then put before the Principal of the college for necessary action to be taken, wherever necessary. The Principal intimated the faculty with the feedback received from the students and asked them to use effective, student-centric, innovative and participatory teaching methods. As a response to the same the faculty members adopted and activated different modes of imparting information to the students through PPT, Blogs, Google Classroom, broadcasting and other electronic modes. The IT lab was properly maintained. The wash area for the students (Boys) and girls' common room was regularly cleaned. More Books are availed in the central library of the college. The library timings were changed for the convenience of the students. Canteen facility was continued throughout the session. As a response to the feedback from the Teachers the institution availed one more overhead projector to facilitate the teaching learning process. The teachers were trained to use the electronic means of teaching. The workshop on "Code of Ethics to Check Malpractices and Plagiarism in Research" was organized to make the faculty aware about plagiarism in research and to encourage them for genuine research. The faculty made the maximum use of the electronic means of teaching. As a response to the feedback from the Parents and the Alumni the institution started two new programmes, one at graduation level (B. Sc.) and another at post-graduation level (M.Com.) from the session 2019-2020. As per their suggestion the institution ran some skill based certificate courses in the session. All the existing student-support services were continued in the session. Attempts were made to know the problems/difficulties of the students through the mentors. Attempts were made to provide maximum assistance to the alumni and to involve them in the policy making of the institution and students' welfare activities as well. The regular meeting of parents and the Alumni Association was held. On the demand of the parents and alumni, the institution increased employment guidance activities, conducted Various General Knowledge Competitions to introduce the students with the pattern of competitive examinations held by various departments of central and state government as well as private organizations. As such the feedback obtained from the students, teachers, parents and alumni is analyzed and utilized for overall development of the institution.

**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
BCom	English, Marathi, Financial Accounts, BCST, Principal of Management, Business Economics, Human Resource Management, Information Technology,	360	209	209
BA	English, Marathi, English Literature, Marathi Literature, History, Economics, Sociology, Political Science, Geography, Home Economics	760	476	476

[View File](#)**2.2 – Catering to Student Diversity****2.2.1 – Student - Full time teacher ratio (current year data)**

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2019	757	215	14	0	6

**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
14	10	12	3	1	2

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

A Mentor-Mentee Committee was formed in the beginning of the session. After the completion of admission process, the Committee appointed all the teachers as mentors for various classes and allotted students to each teacher. The committee advised the teachers to hold regular meetings with their mentees in the college. Also, they were asked to remain available for their mentees at all college hours so that they could share any problem related to their life with their mentors and get it solved. Accordingly, all the teachers formed What's App groups of the allotted students, arranged regular meetings, and issued notices to the students about their availability after the classes. The Mentors arranged lectures of successful persons to inspire the students. A questionnaire was circulated among students by all the Mentors. The students were asked to fill their detail information in the questionnaire. It helped us in understanding the personal and family problems of students. It brought to our notice the students' difficulties related to their studies and other financial or social hurdles. After the collection of information, the Mentors arranged necessary classes for the needy students. This practice helped us understand the other skills of our students. The Mentors met some parents and advised them to inspire their wards to perform in the areas of their interests. The collected questionnaires were examined and evaluated by the Mentors. The Mentors interviewed the Mentees personally and interacted with them about their problems. Later on these problems were discussed with the concerned departments and solutions were given. The Time-table of the faculty of Commerce and Management was reviewed as some students found it difficult to attend the first class due to the lack of Bus facility. The Committee members also paid separate visits to various classes and encouraged students to speak about their problems and other issues related to them. The practice helped students in getting their problems solved. It helped to increase the ratio of attendance of students in the class and their performance in the examination also.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
972	14	69 : 1

#### 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
15	14	1	0	10

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
	Nil		Nil

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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	101	I	03/12/2019	01/02/2020

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

Continuous Internal Evaluation is the regular practice of the institution. It is done at various levels. A committee was formed at the beginning of the session to chalk out the programme of semester-wise internal examinations and evaluation. It issued notices to the faculty as well as to the students informing about the plan and asked all to follow the calendar. The committee asked the teachers to arrange two Unit Tests and a Model Test in each semester. The Committee held counselling sessions for the students who failed in the odd semesters examinations held by the University. It also asked teachers to prepare model question papers based on University pattern of examination. These model question papers were later on circulated among the students, and the concerned teachers asked them to solve the given question papers and submit them to the subject teachers. The teachers evaluated these papers and interacted with the students. The Internal Quality Assurance Cell (IQAC) also issued a notice to all the faculty members at the beginning of the session asking them to prepare semester-wise Teaching Plans and adhere to it strictly. Daily Diaries were provided to the teachers and they were asked to mention month-wise classes and Teaching plans in it. These diaries were later seen and signed by heads of concerned faculty and by the Principal. The performance of the students was regularly discussed in the meetings of Staff Council held periodically. This practice had its impact on the overall performance of the students.

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

The academic calendar for conduct of examination was provided by the University well before the commencement of new session. We made it a part of our Information Brochure and displayed it for the information of the students and parents. This academic calendar was also discussed in the programme organised 3rd August 2019. The calendar was observed in practice by the university with some exceptions. The Internal Examination Committee was formed in the college. The committee prepared a specific calendar for conduct of internal examinations in the college. It asked the teachers to prepare department-wise academic calendar related to internal examinations and follow the same. Accordingly, all subject teachers prepared their plans related to internal examinations and intimated it to the students. They arranged Unit Tests, viva-voce tests, model examinations, seminars and assignments as mentioned in their respective academic calendars. These calendars also included the dates of practical examinations. All the teachers were asked to adhere to it in practice and keep record of the internal examinations. The teachers observed the calendar, organised Unit tests, practical examinations, model tests, seminars and viva-voce tests and prepared records. The internal assessment of students was made on the basis of the performance of students in these tests. The Internal Examination Committee supervised the whole process.

### 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)

<http://adarshcollegedesaignj.edu.in/documents/Course%20Outcomes.pdf>

#### 2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
103	BA	English Literature, Marathi Literature, History, Economics, Sociology, Political Science, Geography, Home Economics	69	69	100
203	BCom	HRM, I/T	42	42	100

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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)

<http://adarshcollegedesaignj.edu.in/documents/Students%20Feedbacks-2019-20.pdf>

### **CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION**

#### 3.1 – Resource Mobilization for Research

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

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
	00	Nil	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
Nil	Nil	

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

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Nil	Nil	Nil		

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#### 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
Nil	Nil	Nil	Nil	NBil	

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### 3.3 – Research Publications and Awards

#### 3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
00	00	00

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

Name of the Department	Number of PhD's Awarded
Nil	

#### 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	Nil	0	00
International	Commerce	4	5.62
International	English	3	5.63

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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
Sociology	2
Commerce	2

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

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

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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
Nil	Nil	Nil		0	0	NA

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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	3	28	1	13

Presented papers	0	4	0	0
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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
Vruksha Dindi Tree Plantation	NSS Green Earth Organisation, Nagpur	12	145
Yoga Day programme	NSS Municipal Council, Desaiganj	11	60

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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
Cleanliness, Tree Plantation, Husbandry Check-up Camp	Recognition	Gram Panchayat, Sawangi-Gandhinagar	100

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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
MH Govt. tree Plantation Drive	NSS Gram panchayat Gandhinagar	Tree Plantation	3	96
International Yoga day	NSS Municipal Council, Desaiganj	Yoga day Programme	4	358

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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 "Literature and Society" by Dr. D. B. Fulzele, Asso. Prof., Dr. Ambedkar College, Bramhapuri on 19th Sept. 2019	270 Students and Faculty	Not Applicable	1
Lecture on "Easy Financial Transactions due to Net Banking" by Dr. Bhashkar Lengure, Asso. Prof., N. H. College, Bramhapuri on 13th Sept. 2019.	218 students of Commerce and Faculty	Not Applicable	1

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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
Nil	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
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Maharashtra Center for Entrepreneurship Development, (MCED), (An Autonomous Society Working under Directorate of Industries, Government of Maharashtra), Aurangabad	09/10/2019	Entrepreneurship training and research	MoUs 122						
DODANI ASSOCIATES, Professional Accounts, Sindhi Colony, Desaijanj (Wadsa), Dist- Gadchiroli	29/07/2020	Entrepreneur-ship Self-Employment trainings on Accounting Research	0						
<a href="#">View File</a>									
<b>CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES</b>									
<b>4.1 – Physical Facilities</b>									
<b>4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year</b>									
Budget allocated for infrastructure augmentation		Budget utilized for infrastructure development							
691500		537939							
<b>4.1.2 – Details of augmentation in infrastructure facilities during the year</b>									
Facilities		Existing or Newly Added							
Laboratories		Existing							
Class rooms		Existing							
Campus Area		Existing							
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<b>4.2 – Library as a Learning Resource</b>									
<b>4.2.1 – Library is automated {Integrated Library Management System (ILMS)}</b>									
Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation						
Master Software	Partially	5.2	2006						
<b>4.2.2 – Library Services</b>									
Library Service Type	Existing		Newly Added	Total					
Text Books	7002	1501584	126	23895	7128	1525479			
Reference Books	1244	274019	83	24909	1327	298928			
<a href="#">View File</a>									
<b>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 &amp; institutional (Learning Management System (LMS) etc</b>									
Name of the Teacher	Name of the Module	Platform on which module is developed			Date of launching e-content				
Nil	Nil	Nil							
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<b>4.3 – IT Infrastructure</b>									
<b>4.3.1 – Technology Upgradation (overall)</b>									
Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office Departments	Available Bandwidth (MBPS/GBPS)	Others	
Existing	25	12	25	2	0	5	5	100	0
Added	1	0	0	0	0	0	0	0	0
Total	26	12	25	2	0	5	5	100	0
<b>4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)</b>									
100 MBPS/ GBPS									
<b>4.3.3 – Facility for e-content</b>									
Name of the e-content development facility			Provide the link of the videos and media centre and recording facility						
Nil									
<b>4.4 – Maintenance of Campus Infrastructure</b>									
<b>4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year</b>									
Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities			Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities				
713000	334805			385000	139535				
<b>4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support</b>									

facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words)  
(information to be available in institutional Website, provide link)

Laboratory: There are well equipped laboratories for Computer, Geography and Home Economics. The committee has been formed to promote the direct and maximum utilization of these laboratories by the students. For any damage in the apparatus instrument in the laboratory, the concerned head of the subject informs the same to the concerning committee. The committee takes the matter to the head of the institution. The process of repair or replacement of the apparatus / instruments is done quickly. Library: Library advisory committee has been formed under the guidance of the head of the institution. The committee takes review of the books, necessary furniture and other services and facilities available with the library, for the necessary requirements and improvement in the library services and facilities the committee recommends the same to the head of the institution and the head of the institution works on the same as early. as possible. The concerned faculty is regularly asked to provide the list of necessary books, reference books, with the details of publisher and publication and the said had is furnished to the head of the institution, All the necessary books and reference books one purchased on priority level. BT cards are distributed to the students in the beginning of the session, and the books are issued to the students against the BT cards, as per the rules of the library. The library prepare its timetable, regarding the class wise issue of books and intimates the students about the same for each class books are issued on two days of the week. sports complex: Game and sports committee has been formed under the guidance of the head of the institution. Necessary sports material is availed for the department of Physical education. The head of the department of physical education prepares the list of required material and submits the same to the head of the institution, and the said material is availed by the head of the institution on priority bases. The interested students come to the department during the free time and use the services and facilities available with the department. The visiting students record their names in the register purposely kept on the department. Then only they are provided the necessary instruments. The Gymnasium of the college is kept open for users after 4.00 p.m. The practice sessions for games like Kabaddi, Kho-kho, Volly boll, Cricket etc. are arranged in the morning as well as in the evening. The enlisted students record their names on the entry register and take instruments from the department for practice. computers: As Information Technology has been provided as optional subject in Commerce Faculty, there is well equipped, Wi-fi and NET enabled computer lab. Wi-fi and Net enabled computers are provided in the cabin of the principal and to the departments like, IQAC, Library, department of physical education, N.S.S. These computers are used by the faculty and students and hence maintained properly. Passwords are used for the safety of the data, stored and saved in the computer of

<http://adarshcollegedesaiganj.edu.in/documents/physical-facilities.pdf>

#### CRITERION V – STUDENT SUPPORT AND PROGRESSION

##### 5.1 – Student Support

##### 5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Academic Excellency Scholarship	63	32116
Financial Support from Other Sources			
a) National			
b) International			

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##### 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
Bridge Course	07/07/2019	410	Teaching staff
Yoga	31/01/2020	100	Taluka Patannjali Yoga Samiti, Desaiganj

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##### 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	Eklavya G.K. Competition	102"	102	0	0

2019	Guidance for G.K. Comp. Examinations	242"	242	0	0
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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
0	0	0

**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	0	0	Nil	0	0

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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	Department graduated from	Name of institution joined	Name of programme admitted to
2020	5	BA	Adarsh Arts and Commerce College, Desaiiganj	N. H. College, Bramhapuri	B. Lib.
2020	2	BA	Adarsh Arts and Commerce College, Desaiiganj	N. H. College, Bramhapuri	MA English

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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	0

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

Activity	Level	Number of Participants
Cricket (Tennis Ball) Boys and Girls	Institutional level	88
Shot-put Boys	Institutional level	14

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**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	Nil		0	0	Nil	Nil
2020	Nil		0	0	Nil	Nil

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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)

Students' representation on various academic administrative bodies/committees of the Institution in the session 2018-2019. 1. College Development Committee- Ku. Adiba Namira Moh. Taheed Shiekh 2. College Development Committee- Manoj Prabhakar Tarvatkar 3. Students' Council - Ku. Adiba Namira Moh. Taheed Shiekh, B. Com. - III 4. IQAC - Manoj Prabhakar Tarvatkar, B. A. Final 5. NSS - vaibhao Khemraj Dhonge, B. A. Final 6. Cult. Litt. Activities - Shri. Manoj Prabhakar Tarvatkar, B. A. Final Students Council of the College for 2018-19 1. Prin. Dr. S. G. Kukreja : Chairman 2. Prof. Dr. S. G. Gahane : Election Officer nominated by the Principal 3. Prof. R. M. Dhote : Member 4. Prof. Dr. Raju D.

Chawake : Member 5. Prof. Nihar A. Bodele : Member 6. Ku. Aneshwari Dukalu Raut B.A. - I : Member 7. Ku. Rohini Parasram Sahare B. A. - II : Member 8. Ku. Priyanka Giridhar Lanjewar B. A. - III : Member 9. Jayant yadao Bharre B.Com. - I : Member 10. Ku. Sneha Vilas Urkude B.Com. - II : Member 11. Ku. Reshma Devidas Donadkar B.Com. - III : Member 12. Kuntal Parasram Devikar B. Sc. - I : Member 13. Ku. Megha Khushal Donadkar M.A. I (Eco.) : Member 14. Ku. Mohini Giridhar Donadkar M.A. II (Eco.) : Member 15. Ashish Sadaram Thakare M.A. I (Mar.) : Member 16. Ku. Vidya Madhao Powankar M.A. II (Mar.) : Member 17. Ku. Manjusha Devidas Dhore M.A. I (Soc.) : Member 18. Ku. Payal Mukesh Bhaisare M.A. II (Soc.) : Member 19. Ahebjkhan Majjidkhan Pathan M. Com. I : Member 20. Sofiyah Habib Sheikh M.Com.-I (Sports) : Member 21. Vaibhao Khemraj Dhonge B. A. - III ( N.S.S./Adult Education) : Member 22. Shri. Manoj Prabhakar Tarwatkar B.A -III (Cultural Activities) : Member 23. Two ladies students nominated by the Principal a. Ku. Nagina Janba Kamthe, B. A. - III : Member b. Ku. Adiba Namira Moh. Taheed Shiekh, B. Com. - III : Member Ku. Adiba Namira Moh. Taheed Shiekh, B. Com. - III : Chairman of the Students Council Shri. Manoj Prabhakar Tarwatkar B.A -III : Secretary of the Students' Council

#### 5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

No

5.4.2 – No. of enrolled Alumni:

0

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

0

5.4.4 – Meetings/activities organized by Alumni Association :

The Alumni Association of the institution organized one meeting in the academic year- 2019-20 First meeting -28.09.2019

### CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

#### 6.1 – Institutional Vision and Leadership

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

1. Academic functioning: The college inculcates the culture of collective responsibility amongst its faculty members and the concerned departments. The college delegates authority and provides operational-autonomy at various levels. Under the supervision of Principal, Head of Departments are empowered and the departments are provided academic autonomy, a concrete step towards effective decentralized governing system. The College Staff Council is the main body in which every academic issue is discussed in detail. The issues such as completion of syllabi, results in university exams, student attendance, organization of Workshops, publication of research papers by the faculty were discussed and reviewed in the periodical meetings of the College Staff Council. The IQAC also asked all the teachers to prepare their respective semester-based teaching plans and follow them in practice. The principal formed Teaching Learning Monitoring Committee during 2018-19. It supervised the teaching-learning process throughout the year. All these issues were later discussed in the College Development Committee which consists of the members of top management, Principal, teachers, members of non-teaching staff, alumni and representatives from industry and society. The CDC takes final decisions on the recommendations of IQAC and College Staff Council. The top management generally accepts the decisions taken by College development Committee for the academic development of the college. 2. Administrative functioning: All the administrative decisions are taken collaboratively by the Management. Every issue related to the administration is discussed in the College Development Committee. The concerning Head Clerk is invited while discussing issues related to the administrative office. The budget preparation is an administrative responsibility. The budget is prepared based on departmental inputs. The budgetary provisions are discussed in the committee in detail opinions of all the stakeholders are taken before finalizing them.

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

Yes

#### 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
Curriculum Development	Curriculum Development: The institution encourages the teachers to identify student-centric topics for curriculum design and development. In all, 5 teachers of the college were directly involved in the process of curriculum design undertaken by the various Boards of Studies in Gondwana University, Gadchiroli during the year. They were granted duty leaves for the purpose. They took active part in the process of curriculum development. The teachers

	<p>of various subjects introduced various topics for project work and for the assignments done by the students. These projects and assignments were based on the local needs. Field trips, industrial visits and educational tours were also organized during the year.⊘</p>
Teaching and Learning	<p>Teaching and Learning:- Teaching and Learning: A teaching-learning monitoring committee was formed in the college in the beginning of the session. It was given responsibility to supervise the teaching-learning process in the college. The IQAC issued a notice to all the teachers to introduce different student-centric teaching-learning methods. The issue was also discussed in the meetings of the College Staff Council. The review of syllabi was also taken in these meetings. Accordingly, the teachers worked on various ICT based and participatory teaching-learning methods, and engaged the students in group discussions, seminars and other related activities. ICT facilities have been installed in four rooms for this purpose.⊘</p>
Examination and Evaluation	<p>Examination and Evaluation:- Examination and Evaluation: Examination and evaluation are the integral parts of learning process. A variety of assessment methods are used in examination and evaluation process for students enrolled for UG and PG. The Internal Examination Committee formed in the beginning of the session issued a special notice to the teachers asking them to inform the committee about the schedule of Unit tests and Model Test Examination for each semester. Two Unit tests and a Model Test Examination were fixed for each subject. The teachers organized such tests, evaluated the papers and distributed among the students. The weaker students were asked to consult the subject teachers for further improvements. Participation in tutorials, assignments, debates, quizzes, presentations, case study, projects, practical, viva-voce and many more modern tools were used as a part of internal evaluation.⊘</p>
Research and Development	<p>Research and Development:- We nurture the culture of research and development among students and faculty in the interest of the nation. The teachers of social sciences allotted research projects to their students and asked them to visit the nearby community to complete them. Accordingly, the students of various subjects visited nearby villages, interviewed the villagers on various issues and prepared the projects which were later submitted to the respective departments. During 2018-19, all the regular teachers were given targets to publish at least three research papers in the reputed journals. Accordingly, the teachers published many research papers, attended various conferences and seminars, and presented papers in such academic gatherings. The teachers who are working as Ph. D. Supervisors in the college guided their scholars and helped them get Ph. Ds.⊘</p>
Library, ICT and Physical Infrastructure / Instrumentation	<p>Library, ICT and Physical Infrastructure / Instrumentation:- Library services promote research aptitude among students. There are 8246 books in the library. 3 net enabled computers have been placed in the library for the regular use by teachers and students. A Library Advisory Committee was set up in the beginning of the session. The committee organized a General Knowledge Competition and Book Exhibition activity during the session. A well-equipped net and ICT enabled computer lab was kept open for the college students throughout the year. Infrastructure Maintenance Committee was set up to take care of the existing infrastructure facilities. The committee worked hard to add new infrastructure facilities in the college. The college planned and ensured that the available infrastructure is in line with its academic growth and optimally utilized for set purpose.⊘</p>
Human Resource Management	<p>Human Resource Management:- Human resource is used and managed by the college to work effectively for the overall quality enhancement of the college. The primary objective is to ensure the availability of right people for right job so as the organizational goals are achieved effectively. The College Staff Council, in its first meeting in 2018-19, asked all the teachers to be computer literate and use ICT tools for the purpose of teaching-learning. Those who were experts in handling computers were given the responsibility to help others in the use of overhead projectors and the use of internet. Healthy atmosphere was maintained among the faculty.</p>
Industry Interaction / Collaboration	<p>Industry Interaction / Collaboration:- Interaction with the local industry is the regular practice of the institution. There is popular cloth industry in the town. The shopkeepers need salesmen on part time as well as full time basis. As per their call, we notice the students to get in touch with them and get the jobs while</p>

	learning. Few of our students also are engaged with local Chartered Accountants.⌘
Admission of Students	Admission of Students:- University and UGC norms are laid down for admission in degree course. These were strictly observed by the institution. First preference was given to our in-house students who learn in junior college as well as in UG also. Remaining vacancies were filled on the basis of academic merits. In some cases, we gave preference to those students who were proficient in sport and other extracurricular activities. Basically, the college was set up for the education of poor and economically backward classes. We, therefore, create an opportunity for such students. We have made admission processes easy by setting up Admission Committee which includes various faculty members to proportionate student strength in every subject. The Committee, with the help of other faculty, visited almost every Junior college in the region and all the villages to encourage all the qualified students to take admission in the college. In this process students were given admission at one window. They procure I-cards and B. T. cards during working hours on official days at their disposal.⌘

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

E-governance area	Details
Planning and Development	Activities are planned by the heads of various departments. They submit their plans to the IQAC which are later placed in the college website.
Administration	The college has been covered with CCTV cameras. The principal watches everything sitting in the office. The administrative office has been connected with internet.
Finance and Accounts	Receipts of all types are given to the stakeholders. All the financial matters are kept in the computers. The accounts are maintained properly.
Student Admission and Support	Online admissions are given to the students. The admission forms are uploaded, scanned and admissions are confirmed.
Examination	Examination forms are filled online and are submitted to the University. Almost every process related to the examination is done online. Exam forms are submitted online, internal assessment marks are submitted online, hall tickets of the students are downloaded, marks sheets are downloaded and the forms of revaluation are also submitted online.

### 6.3 – Faculty Empowerment Strategies

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

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2019	Dr. S. G. Gahane	National Seminar on Quality Enhancement for College in Rural Areas: Challenges, Problems and Solutions under Revised Accreditation Framework of NAAC	Organised by IQAC of G. W. College, Nagbhid on 7th March, 2020	1080

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#### 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)
2019	Introduction to E-Content Development Tools-Google Classroom	Nil	20/06/2020	20/06/2020	22	

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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
Refresher Course in Humanities (English)	1	17/01/2020	30/01/2020	14
Refresher Course in Business Management	1	22/07/2019	03/08/2019	13



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

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
0	0	0	0

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
1. Group Insurance scheme for teaching and Non-Teaching 2. Loan Facilities Available for Teaching and Non-Teaching from college Employees credit Cooperative Society. 3. Institute provides Uniform to college non-teaching Members 4. Family gathering of teaching and non-teaching Staff which organised by institute	1. Group Insurance scheme for teaching and Non-Teaching 2. Loan Facilities Available for Teaching and Non-Teaching from college Employees credit Cooperative Society. 3. Institute provides Uniform to college non-teaching Members 4. Family gathering of teaching and non-teaching Staff which organised by institute	1. Insurance scheme for the students 2. Felicitation of meritorious students with their parents. 3. Cash prizes to the class toppers and faculty toppers.

6.4 – Financial Management and Resource Mobilization

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

1. We have our internal audit system, which is a continuous process. The external auditor verifies and certifies the entire income and expenditure and the capital expenditure of the institution every year. Internal audit system is supervised by the Principal and Head Clerk. It is also supervised by the College Development Committee and the top management body. 2. The institution regularly conducts external financial audit. Additional expenses, and about the budget proposals special sanction is to be taken from the management. The accounting and auditing is looked after by the principal. It is presented to the certified Chartered Accountant. The external audit of the institution for 2018-19 was done by Mr. Govind Nirankari Co. Nagpur.

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
Nil	0	Nil

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6.4.3 – Total corpus fund generated

1075000

6.5 – Internal Quality Assurance System

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

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Gondwana University, Gadchiroli	Yes	Principal, College Council, IQAC
Administrative	Yes	Govind Nirankari Co. Nagpur	Yes	Principal, Head Clerk

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

1. Parents Teachers Meeting were conducted in every Semester and the suggestions given by the parents in the improvement of their wards are taken into account in every Semester  
2. Parents Teachers Association is formed to promote good relationship between Teachers staff, Students and Parents of the students. 3. To help Socially and Economically Backward class students financially or by other methods like donation of books, to purchase uniform to complete their education successfully.

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

Programmes for support Staff members were conducted to equip them with all possible skill for their professional growth and institutional growth. A Handbook of Code of Conduct for all the employees

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

1. Introduction of ICT in Teaching-Learning process. 2. Inspirational initiatives taken in research for teachers. 3. Started B. Sc. and M. Com. programmes.

6.5.5 – Internal Quality Assurance System Details

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

#### 6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2019	An Institutional level workshop on 'New Annual Self Assessment based Appraisal system (PBAS)	12/07/2019	12/07/2019	12/07/2019	15

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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
Workshop on "Women's Health"	20/12/2019	20/12/2019	189	0
Essay Competition- Contribution of Women's Self-Help Groups in Women Empowerment"	04/01/2020	04/01/2020	84	43
Workshop on "Women's Self Defence"	26/02/2020	26/02/2020	217	0
International Women Day-"Financial Empowerment of Women"	08/03/2020	08/03/2020	27	206
Elocution Competition- "Women's Suppression"	23/01/2020	23/01/2020	12	9
Essay Competition- "Women Empowerment"	03/02/2020	03/02/2020	14	6
Workshop- Women's Safety and Law"	09/09/2019	09/09/2019	82	13
Guidance on "Laws for Women"	24/09/2019	24/09/2019	80	40

##### 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

Nil

##### 7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	0
Provision for lift	No	0
Ramp/Rails	Yes	0
Braille Software/facilities	No	0
Rest Rooms	Yes	0
Scribes for examination	Yes	0
Special skill development for differently abled students	No	0
Any other similar facility	No	0

##### 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
2019	5	6	21/06/2019	1	Yoga and Pranayam Camp	Health	358

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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)
Handbook of Code of Conduct	27/11/2019	A Notice was issued on 22 July 2019 to the teachers, non-teaching staff and students regarding the availability of the Handbook of Code of Conduct. The committee observed the conduct of all the concerned throughout the year. the teachers and Mentors told the students in the classes about the Handbook of Code of Conduct and asked them to observe the same.

### 7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Yoga and Pranayam Camp and International Yoga Day	21/06/2019	21/06/2019	368
International Population Day	11/07/2019	11/07/2019	57

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

1. Tree Plantation
2. Garden Development
3. Plastic Free Campus
4. Vehicle Free Day Observance (Every Saturday)
5. Rain-water Harvesting

### 7.2 – Best Practices

#### 7.2.1 – Describe at least two institutional best practices

Best Practices : 1. 1. Title of the Practice : Felicitating Meritorious Students with their Parents 2. Goal : The practice aims at creating healthy academic competition among the college students. The practice also aims at establishing the institution as the institution with social concern. The felicitation of meritorious students with their parents at the hands of renowned dignitaries inspires all the students for better efforts to get success in future. It also helps the college to achieve the status of an institution with social and human touch. The parents feel honoured to attend the function. 3. The Context : Our college belongs to the remote area of Gadchiroli district. Most of the students in the college are the first generation learners of university education. In most cases the parents are not at all concerned with the education of their wards and their academic progress. After the admission of their wards they do not move towards the institution to know about their academic activities. Although we request them through the prospectus to visit the college, they do not bother to do it. We also ask our students to request their parents to attend Teacher-Parent meets organized in the college. Our institution is governed by variety of well-wishers belonging to different walks of life and representing various castes and religions. The executive members of our institution wanted to honour the parents of the meritorious students as they felt that the parents are a great inspirational force for these victorious students. Basic intention behind this practice was that by honouring the parents we could create the atmosphere of healthy academic competition among our students. Accordingly we decided to start this practice in the college in 2011. 4. The Practice : We have been organizing the felicitation programmes for the meritorious students since 2001. All the students securing highest marks in each subject are given cash prizes by the concerned teachers. The faculty toppers are also given cash prizes by the teachers as well as the Institution. Recently we decided to honour the parents of the meritorious students by inviting them in this function. We prepare special invitation cards to invite the parents- both, mother and father. The students of the college are encouraged to fetch their parents for this function in large numbers. The refreshment facility is also prepared for them. The parents are given warm welcome and special treatment in the function. They are invited on the stage with their ward with due respect. All the dignitaries on the stage stand up while the chief guests honour the parents and their ward together. These are the most emotional moments not only for the parents who are honoured but also for those who watch them being honoured in such a grand function. Naturally, it creates a kind of feelings of gratitude among the teachers and students. It also spreads a message that the institution is aware of the role of parents in their ward's success. The humble parents feel highly impressed, and express their views about the practice and institution's contribution in enhancing the quality of education in the area. We display photos related to this function in the college so that the aspiring students and other parents get inspired to score higher grades in the future examinations. These banners are hung for a year on the walls at prime locations in the college. 5. Evidence of Success : The practice has achieved immense success in creating atmosphere of healthy academic competition among students in the college. The management applauds the efforts of parents in the function and gives due credit to their efforts. The other parents and students present in the function are encouraged to work hard to secure more marks in further examinations. The poor illiterate parents get the opportunity to share their views with the dignitaries. The meritorious students feel greatly privileged when their parents are honoured by the guests in such a grand function. We get a sense of satisfaction by inviting the parents and applauding their meritorious wards in the presence of renowned dignitaries. The students of the college start working hard and devote more time to their studies to top in their respective classes. They start interacting with the teachers and ask questions to get their questions solved. The practice has established a kind of close emotional attachment between the institution and the parents of the students learning in the college. This in itself is a reward for the institution. In 2019-20, 57 meritorious students were felicitated with their parents, including father and mother, in the institution in a grand Felicitation Programme organized on 12th Sept., 2019. Total amount of Rs. 32116/- was distributed as Merit Scholarship to these students. The most positive and promising impact of this practice can

be found in the performance of our students in the University examinations. The number of our students in University merit list has increased remarkably. Mr. Ahebaz Khan Majid Khan Pathan, a student of Commerce faculty stood second in the University merit list and Ku. Sajiya Ibrahim Sheikh of Commerce faculty stood ninth while Mr. Hemant Vishnu Sahare of Arts faculty stood sixth in the merit list of Gondwana University, Gadchiroli.

6. Problems Encountered and Resources Required The only problem that we face in the implementation of this practice is that the common parents feel shy to appear on the stage in front of the dignitaries. Lack of awareness among the parents about academic progress of their wards is another hurdle. However, honest and deliberate efforts by the teachers and students together are sufficient to overcome these hurdles. Once the parents come to the college they enjoy the function and feel honoured. As far as resources for the implementation of the practice are concerned, teachers enthusiastically and spontaneously contribute for this promising activity. The management voluntarily declares its amount for the rewards. The executive body of the management decides the amount of rewards and other necessary things to honour the parents.

2. 1. Title of the Practice : Organization of University Level Activities every Year 2. Goal : The practice aims at providing wide platform for the students who have interest in various extracurricular activities, stage arts in particular. This activity avails opportunities to such students to show their skills on the stage. The activity also provides an opportunity to the college students to get acknowledged with various art forms. The students from all the colleges under Gondwana University are invited to participate in these competitions. Various artists from ZadipattiRangabhoomi are also invited as Chief Guests on this occasion. They address the students and encourage them to develop stage skills so that they would easily get employment.

3. The Context Desaijanj is the centre of Zadipatti Drama and has lot of scope for the artists. There are more than fifty drama companies in the town. They perform dramas in Gadchiroli, Chandrapur, Bhandara and Gondia districts from Diwali to Holi. These companies need singers, dancers, artists, music players, script writers, etc. every year. Also, various traditional folk arts are performed in and around Desaijanj. Unfortunately, the artists of these arts didn't get opportunities to project them and the result was that many of them were on the verge of extinction. We felt it our moral responsibility to rejuvenate and bring these folk arts of the region in limelight. There is lot of scope to bring these arts to the front. The college students can build their future as professional artists if they have interest any of these dramatic and folk arts. To grab this opportunity and prepare such artists, our college started organizing various types of stage competitions for the students in Gondwana University.

4. The Practice Organizing university level cultural competition every year has now become the regular best practice of our college. The activity began in 2009-10 and has been continued without break. The Cultural department plans this activity in the beginning of every session. A request letter is sent to the University authorities to upload the letter on its website asking various colleges to participate in the activity. The entries are accepted through mail, Whats app and mobile phones. The prizes for these competitions are sponsored by various social workers, industrialists, well-wishers of the institution, cloth merchants and teachers voluntarily. The college honours and felicitates the winners with attractive trophies and certificates. Beside the first three prizes, consolation prizes are also sponsored. Certificates of participation are given to all the participants. The juries for different competitions are invited from various professional bodies to make fair judgments. The result is that no dispute occurred till today. The prizes are distributed just after the competition. Remarks and opinions of the participants are taken in the prize distribution programme. They are asked to express their views on the overall organization and give suggestions, if necessary, so that necessary amendments are made in the successive organizations.

5. Evidence of Success The practice began in 2010 and was continued after that with continuously increasing and promising participation of different colleges under Gondwana

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

<http://adarshcollegedesaijanj.edu.in/documents/Best%20Practices1.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

Institutional Distinctiveness The college was established in 1989 with a specific objective to provide the facility of higher education to the students of backward classes in Gadchiroli district. Accordingly, the institution has been functioning since its establishment. We strive to enrol each and every student of the backward classes in the region every year. More than 95 of our students belong to Schedule caste, Schedule Tribe, Other Backward Classes, Special Backward Classes, Nomadic Tribes, and minority. The institution avails all kinds of scholarships and other financial support provided to these students. The authorities had long back recommended the government for the hostel facility for the students of schedule tribe who come from the remote areas of the district to fulfil their aspirations. Regular and student-friendly classroom teaching, proper guidance regarding government subsidies and scholarships, special classes for slow learners, regular interaction with hostel authorities and healthy physical training to ST

students have proved fruitful to attract the students from the most neglected sections of the society. Keeping in mind the persistent demand of parents for the postgraduate departments in the college, the Management decided to start postgraduate courses in Marathi, Sociology and Economics. We further requested the authorities of the government hostel to reserve some seats for the PG students. To fulfil the need of B. Sc. faculty in the institution, the management applied last year for B. Sc. and M. Com. Thus the students from backward community for whom it was not possible to go to far-off cities for higher education in science stream enrolled themselves in the college. As mentioned above, we prefer the students from backward communities in spite of lot of challenges. Among these students we strive hard to find girl students and inspire them to aspire for higher education. We extend every possible facility and help for such students from poor family backgrounds. When we came to know about the fact that the students, particularly girls, could not travel to the college by their own vehicles, we requested the concerned authorities and arranged the bus facility for them. Our college is situated in the centre of the town it is very close to the bus stop and railway station. Hence, majority of our students walk on foot to the college. Our management constantly encourages the staff to work devotedly for the welfare of backward students in the area. For this we visit each and every Junior college and village after the declaration of HSSC results. We personally contact each of the students in the villages and try to solve their difficulties and obstacles in their way to higher education. At times, we give concession to such students in admission fees and examination fees.

### **Provide the weblink of the institution**

<http://adarshcollegedesaignj.edu.in/documents/Distinctiveness%20of%20the%20Institutions.pdf>

### **8.Future Plans of Actions for Next Academic Year**

1 To Suggest and co-operate the institution in the organization of Inter University / Inter Collegiate cultural and literary Programmes / Activities. 2 To Suggest and co-operate the institution in the organization of Workshops, Seminars, Webinars, Lectures, Personality Development Camp Per Students. 3 To suggest and co-operate the institution in the organization of faculty development programmes and monitor them. 4 To suggest the institution to organize training programmes for Students and faculty. 5 To suggest the institution to organize multidimensional co-curricular activities. 6 To suggest the institution to continue B. Sc. and Post-Graduation course of M. Com. On natural growth and monitor them. 7 To suggest the institution to continue all existing Best Practices. 8 To suggest the institution to improve Infrastructure facilities and monitor. 9 To suggest the institution to Purchase Multi-media teaching learning means and monitor them. 10 To suggest the institution to conduct student counseling activities and monitor them. 11 To hold meetings with different stakeholders. 12 To organize Webinar on Intellectual Property Rights. 13 To attend Meetings and Seminars on Quality Sustenance and Enhancement and orient the faculty members and staff on the same later on. 14 To organize institutional level seminars and orientation programmes on Quality Issues. 15 To suggest the Management body of the Institution to install necessary equipments and infrastructure facilities for B. Sc. and M. Com. in the college 16 To establish linkages with National/International/Local Bodies/Organisations. 17 To suggest the Management to apply for the Research Centre in Sociology and Commerce. 18 To prepare AQAR of 2018-19 and send it to NAAC with the permission of top Management

I here by declare that all the data entered are true to my knowledge.

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