

The Annual Quality Assurance Report (AQAR) of the IQAC

All NAAC accredited institutions will submit an annual self-reviewed progress report to NAAC, through its IQAC. The report is to detail the tangible results achieved in key areas, specifically identified by the institutional IQAC at the beginning of the academic year. The AQAR will detail the results of the perspective plan worked out by the IQAC. (Note: The AQAR period would be the Academic Year. For example, July 1, 2012 to June 30, 2013)

Part – A

AQAR for the year

2016-17

1.Details of the Institution

1.1 Name of the Institution

ShriShivajiArts & Commerce College, Amravati

1.2 Address Line 1

Shivaji Nagar,

Address Line 2

Morshi Road

City/Town

Amravati

State

Maharashtra

Pin Code

444603

Institution e-mail address

clg_amt_sac@ssesa.org

Contact Nos.

0721-2660510, 2551221

Name of the Head of the Institution:

Dr. Smita Raosaheb Deshmukh

Tel. No. with STD Code:

0721-2660510

Mobile:

Name of the IQAC Co-ordinator:

Mobile:

IQAC e-mail address:

1.3 NAAC Track ID

OR

1.4 NAAC Executive Committee No. & Date:

1.5 Website address:

Web-link of the AQAR:

1.6 Accreditation Details

Sr.No.	Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1	1 st Cycle	B	73	May 2004	5 Years
2	2 nd Cycle	B	2.57	04-09-2010	5 Years
3	3 rd Cycle	A	3.08	23/01/2017	5 Years

1.7 Date of Establishment of IQAC: DD/MM/YYYY

1.8 Details of the previous year's AQAR submitted to NAAC after the latest Assessment and Accreditation by NAAC (*for example AQAR 2010-11 submitted to NAAC on 12-10-2011*)

- i. AQAR 2015-16 Submitted to NAAC on 10/10/2016

1.9 Institutional Status SantGadgeBabaAmravatiUniversity, Amravati
University State Central Deemed Private

Affiliated College Yes No

Constituent College Yes No

Autonomous college of UGC Yes No

Regulatory Agency approved Institution Yes No

(eg. AICTE, BCI, MCI, PCI, NCI)

Type of Institution Co-education Men Women

Urban Rural Tribal

Financial Status: Grant-in-aid UGC UGC 12B

Grant-in-aid + Self Financing Totally Self Financing

1.10 Type of Faculty/Programme

Arts Science Commerce Law PEI (Phy.Edu)

TEI (Edu.) Engineering Health Science Management

Others (Specify)

Journalism & Mass Communication

1.11 Name of the Affiliating University (for the Colleges)

SantGadgeBabaAmravatiUniversity,
Amravati

1.12 Special status conferred by Central/ State Government-- UGC/CSIR/DST/DBT/etc. **NIL**

Autonomy by State/Central Govt. / University

NIL

University with Potential for Excellence	NIL	UGC-CPE	NIL
UGC-Special Assistance Programme	NIL		NIL
UGC-COP Programmes	03		

2.IQACComposition and Activities

2.1No. of Teachers	08		
2.2No. of Administrative/Technical staff	01		
2.3No. of students	01		
2.4No. of Management representatives	01		
2.5No. of Alumni	01		
2. 6 No. of any other stakeholder and Community representatives	01		
2.7 No. of Employers/ Industrialists	01		
2.8 No. of other External Experts	01		
2.9 Total No. of members	15		
2.10No. of IQAC meetings held	02		
2.11 No. of meetings with various stakeholders: No.Faculty	04		02
Non-Teaching Staff	01	Alumni	01
Students		Others	--

2.12Has IQAC received any funding from UGC during the year? Yes No

If yes, mention the amount

2.13 Seminars and Conferences (only quality related): **NIL**

(i) No. of Seminars/Conferences/ Workshops/Symposia organized by the IQAC

Total Nos. International National State Institution Level

2.14 Significant Activities and contributions made by IQAC

1. Submission of Reaccreditation report (RAR) & LOI to NAAC, Bangalore for third cycle. The college is re-accredited with **"A" Grade** having CGPA 3.08 on 23 January, 2017.
2. Submission of AQAR 2015-16 to NAAC Bangalore
3. LAN and Optical fiber connectivity (OFC) Internet facility with 10 MBPS to each department
4. Up gradation of Infrastructure ,8 class Room renovated ,Separate Drinking Water Facility for Students, Colouring and beautification of Campus
5. Construction of "Dr.Panjabrao Deshmukh Seminar Hall" with well-equipped digital facility
6. Development of web site of Library "Dr. Panjabrao Deshmukh Social Science Digital Library"
7. Placement of students through placement drive
8. Installation of 5 LCD projector to P.G. Departments
9. Started Braille Library for Visually disabled students with the financial assistance of National Association for Blinds (NAB)
10. Participation of 6 students at International Level in various games.
11. Publication of Research Journal "Research Awakening"
12. B. Voc. in Journalism and Media Management started under UGC Skill Development Programme.
13. Submission of proposal for Recognition of Ph.D. Research Centres in 9 subjects.
14. Conducted Academic and Administrative Audit.
15. Establishment of Shivaji Media Club
16. HAM Radio Training

2.15 Plan of Action by IQAC/Outcome

The plan of action chalked out by the IQAC in the beginning of the year towards quality

Enhancement and the outcome achieved by the end of the year *

Plan of Action	Achievements
To apply LOI and submission of RAR for third cycle of re-accreditation of NAAC.	Submission of Reaccreditation report (RAR) & LOI to NAAC, Bangalore for third cycle in time. The college is re-accredited with "A" Grade having CGPA 3.08 on 23 January, 2017.
To Submit the proposal for Recognition of Ph.D. Research Centres in 9 subjects.	Submission of proposal for Recognition of Ph.D. Research Centres in 9 subjects to S.G.B. Amravati University in time. The University committees visited the college and recognised the research centres.
To start Braille Library	Started Braille Library for the visually disabled
To conduct Academic and Administrative Audit.	IQAC conducted Academic and Administrative Audit of teaching departments.
To up-grade and renovate the college infrastructure	8 Classroom renovated, Upgraded Drinking Water Facility and Parking facility for Students, Colouring and beautification of Campus. Also constructed Dr. Panjabrao Deshmukh Seminar Hall with ICT facility.
To Promote games and sports culture among students.	Participation of 6 students at International Level in various games.
To identify slow as well as the advanced learners	Remedial coaching provided to slow as well as the advanced learners. The results of the institution improved. 5 students included in the University Merit
To make MOUs with international organisations and Consultancy Services	<p>O4 MOUs signed with reputed organizations including an International organization of NPO Solar Water Green Project, Saitama, Japan</p> <p>The Dept. of Geography provided consultancy services to Dept. of Watershed Management Amravati. The College received amount of Rs.70,000 as a consultancy fee.</p>

To start a new course- B. Voc. in Journalism and Media Management and Video Production	B. Voc. in Journalism and Media Management and Video Production course started under UGC Skill Development Programme.
To strengthen the ICT Infrastructure of the college	Installation of 5 LCD Projectors to P.G. Departments. LAN and Optical fiber connectivity (OFC) Internet facility with 10 MBPS to each department provided.

** Attach the Academic Calendar of the year as Annexure.(Annexure-4)*

2.16 Whether the AQAR was placed in statutory body Yes No

Management Syndicate Any other body

Provide the details of the action taken

The statutory body i.e. the Local Management Committee approved the AQAR.

Part – B
Criterion – I

1. Curricular Aspects

1.1 Details about Academic Programmes

Level of the Programme	Number of existing Programmes	Number of programmes added during the year	Number of self-financing programmes	Number of value added / Career Oriented programmes
PhD	--	--	--	--
PG	07	--	05	02 B.Voc.
UG	03	--	01	--
PG Diploma				
Advanced Diploma				
Diploma				
Certificate				
Others				
Total	10	--	06	02

1.2 (i) Flexibility of the Curriculum: CBCS/Core/Elective option / **Open options**√

(ii) Pattern of programmes:

Pattern	Number of programmes
Semester	02
Trimester	--
Annual	08

1.3 Feedback from stakeholders* Alumni Parents Employers Students
(On all aspects)

Mode of feedback: Online Manual Co-operating schools (for PEI)

***Please provide an analysis of the feedback in the Annexure**

1.4 Whether there is any revision/update of regulation or syllabi, if yes, mention their salient aspects.

Yes Syllabi is revised by University authority as per UGC guidelines.

1.5 Any new Department/Centre introduced during the year. If yes, give details.

B. Voc. in Journalism and Mass Media, Video Production

Criterion – II

2. Teaching, Learning and Evaluation

2.1 Total No. of permanent faculty	Total	Asst. Professors	Associate Professors	Professors	Others
	30	19	09	02	00

2.2 No. of permanent faculty with Ph.D. 26

2.3 No. of Faculty Positions Recruited (R) and Vacant(V) during the year	Asst. Professors		Associate Professors		Professors		Others		Total	
	R	V	R	V	R	V	R	V	R	V
	19	02	09	00	02	00	00	00	30	02

2.4 No. of Guest and Visiting faculty and Temporary faculty 04 00 50

2.5 Faculty participation in conferences and symposia:

No. of Faculty	International level	National level	State level
Attended	01	16	06
Presented	01	12	06
Resource Persons	--	02	--

2.6 Innovative processes adopted by the institution in Teaching and Learning:

- ICT based Teaching & Learning method is applied by teachers.
- Language Lab is used for improving & developing Listening, Reading, Speaking & writing skill of students.
- E-Resources under N-LIST are accessed by students and teachers for learning and research.

2.7 Total No. of actual teaching days during this academic year

180

2.8 Examination/ Evaluation Reforms initiated by the Institution (for example: Open Book Examination, Bar Coding, Double Valuation, Photocopy, Online Multiple Choice Questions)

Photocopy and Double Valuation

2.9 No. of faculty members involved in curriculum Restructuring/revision/syllabus development as member of Board of Study/Faculty/Curriculum Development workshop

08 0 08

2.10 Average percentage of attendance of students

76.20%

2.11 Course/Programme wise distribution of pass percentage:

Title of the Programme	Total no. of students appeared	Division				
		Distinction %	I %	II %	III %	Pass %
B.A.	276	00	6.51	27.17	9.07	42.75
B.Com.	208	2.4	64.42	28.85	2.40	98.07
BJMC	15	33.33	26.67	32.86	00	92.86
MJMC	21	00	71.42	14.28	00	85.70
M.A. (Eng.)	19	00	00	42.10	00	42.10
M.A. (Political Sc.)	22	00	00	13.63	4.54	18.17
M.A. (Geography.)	20	00	80	00	00	80.00
M.A.(Eco.)	46	00	13.42	36.58	13.04	63.04
M.A.(H-Eco.)	08	12.50	50	37.50	00	100.00
M.Com.	91	24.18	69.23	1.10	00	94.51
M.Phil. (Com.)	08	25	75	00	00	100.00
M.Phil.(Eco.)	03	00	3	00	00	100.00

2.12 How does IQAC Contribute/Monitor/Evaluate the Teaching & Learning processes:

1. IQAC promotes the use of ICT in teaching and learning process by strengthening the ICT infrastructure in the departments.
2. IQAC has undertaken Academic and administrative audit of the departments to monitor and evaluation of teaching and learning process.
3. College through IQAC followed evaluation mechanism i.e. :
 - a. Two Unit Tests and one term examination were conducted
 - b. Home Assignment books were distributed to students.
 - c. Common Test was conducted one month before the university exams.

4. To improve their proficiency in English Language, Students were motivated to use English Language Lab
5. 7 PG Department have LCD Projector in class Room
6. Group discussion, Seminars was arranged as per University syllabus.
7. Promotion of use of E-Resources under N-LIST consortia of INFLIBNET.

2.13 Initiatives undertaken towards faculty development

<i>Faculty / Staff Development Programmes</i>	<i>Number of faculty benefitted</i>
Refresher courses	02
UGC – Faculty Improvement Programme	--
HRD Programmes	--
Orientation Programmes	--
Faculty exchange Programme	--
Staff training conducted by the university	--
Staff training conducted by other institutions	01
Summer / Winter schools, Workshops, etc.	--
Others Short Term Course	03

2.14 Details of Administrative and Technical staff

Category	Number of Permanent Employees	Number of Vacant Positions	Number of permanent positions filled during the Year	Number of positions filled temporarily
Administrative Staff	20	01	Nil	Nil
Technical Staff	01	Nil	Nil	Nil

Criterion – III

3. Research, Consultancy and Extension

3.1 Initiatives of the IQAC in Sensitizing/Promoting Research Climate in the institution

The IQAC promotes research activity through “Research Promotion Cell”. The college has applied to University for recognition of “Research Centre for PhD” in 9 Subjects and the committee of the University visited the college. The Department of Commerce organised seven days’ workshop on “ICT based Research Methodology”. The teachers also applied for Minor/Major research project to ICSSR, New Delhi. The College is also publishing research Journal entitled “Research Awakening”.

3.2 Details regarding major projects

	Completed	On-going	Sanctioned	Submitted
Number	02	01	--	02
Outlay in Rs. Lakhs	14.10	08	--	--

3.3 Details regarding minor projects

	Completed	On-going	Sanctioned	Submitted
Number	07	01	02	02
Outlay in Rs. Lakhs	6.30	1.80	3.50	--

3.4 Details on research publications

	International	National	Others
Peer Review Journals	04	04	--
Non-Peer Review Journals	--	--	02
e-Journals	--	--	--
Conference proceedings	01	02	02

3.5 Details on Impact factor of publications:

Range Average h-index Nos. in SCOPUS

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

Nature of the Project	Duration Year	Name of the funding Agency	Total grant sanctioned	Received
Major projects	01	UGC	8 Lakh	4.32
Minor Projects	02	UGC	1.80	0.90
Interdisciplinary Projects				
Industry sponsored				
Projects sponsored by the University/ College				
Students research projects (other than compulsory by the University)				
Any other(Specify)				
Total	02		9.80	5.22

3.7 No. of books published i) With ISBN No. Chapters in Edited Books

ii) Without ISBN No.

3.8 No. of University Departments receiving funds from

UGC-SAP CAS DST-FIST
DPE DBT Scheme/funds

3.9 For colleges Autonomy CPE Star Scheme

INSPIRE CE Any Other

3.10 Revenue generated through consultancy

3.11 No. of conferences

Organized by the Institution

Level	International	National	State	University	College
Number	--	--	01	01	--
Sponsoring agencies	--	--	Self	Self	--

3.12 No. of faculty served as experts, chairpersons or resource persons

3.13 No. of collaborations International National Any other

3.14 No. of linkages created during this year

3.15 Total budget for research for current year in lakhs:

From funding agency From Management of University/College

Total

3.16 No. of patents received this year

Type of Patent		Number
National	Applied	Nil
	Granted	Nil
International	Applied	Nil
	Granted	Nil
Commercialised	Applied	Nil
	Granted	Nil

3.17 No. of research awards/ recognitions received by faculty and research fellows Of the institute in the year

Total	International	National	State	University	Dist.	College
00	00	00	00	00	00	00

3.18 No. of faculty from the Institution who are Ph.D. Guides
and students registered under them

3.19 No. of Ph.D. awarded by faculty from the Institution

3.20 No. of Research scholars receiving the Fellowships (Newly enrolled + existing ones)

JRF SRF Project Fellows Any other

3.21 No. of students Participated in NSS events:

University level level

National level International level

3.22 No. of students participated in NCC events:

University level	02	State level	02
National level	02	International level	00

3.23 No. of Awards won in NSS:

University level	00	State level	00
National level	00	International level	00

3.24 No. of Awards won in NCC:

University level	01	State level	00
National level	00	International level	00

3.25 No. of Extension activities organized

University forum	02	College forum	10
NCC	02	NSS	08
		Any other	04

3.26 Major Activities during the year in the sphere of extension activities and Institutional Social Responsibility

1. HAM Radio training for general and restricted Licensing
2. Disaster Management and First aid Workshop on at in association with Government of Maharashtra
3. Village Development program through tourism at Sisoda ,Dharkora Tq:Paratwada
4. Training & Promotion of Yoga on “International Yoga Day” 21 June 2016
5. Promotion of Handmade Solar Panel Manufacturing & Installation with support of NPO Solar water green Project, Japan and SGB Amravati University
6. Workshop on “Right to Information” for teachers & Principals on 30/11/2016
7. Celebration of Savidhan Day on 26 Nov.2016

8. Criterion – IV

4. Infrastructure and Learning Resources

4.1 Details of increase in infrastructure facilities:

Facilities	Existing	Newly created	Source of Fund	Total
Campus area	6.2 acres	--	--	6.2 acres
Class rooms	30	--	--	30
Laboratories	02	--	--	02
Seminar Halls	01	01	UGC	02
No. of important equipment purchased (\geq 1-0 lakh) during the current year.	--	--	--	--
Value of the equipment purchased during the year (Rs. in Lakhs)				
Others				

4.2 Computerization of administration and library

<ol style="list-style-type: none"> 1. College office is automated and provides all necessary facilities through various module of software. 2. Library is completely computerized with the use of SOUL 2.0.12 software developed by INFLIBNET. 3. Developed 'Library Website' https://sites.google.com/site/sscaclib/ 4. Developed Mobile Library WEBOPAC
--

4.3 Library services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books	13480	3439811	191	62639	13671	3502450
Reference Books	33974	10471616	402	119557	34376	10591173
e-Books	N-LIST	5000	N-LIST	5000		
Journals	35	12500	45	36945	45	36945
e-Journals	N-LIST	5000	N-LIST	5000		
Digital Database	--	--				
CD & Video	30	2200	500	Donation	530	2200
Others (specify)						

4.4 Technology up gradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Others Library
Existing	102	60	10	--	--	08	16	08
Added	--	--	--	--	--	--	--	--
Total	102	60	10	--	--	08	16	08

4.5 Computer, Internet access, training to teachers and students and any other programme for technology up-gradation (Networking, e-Governance etc.)

N-LIST Orientation program for Teachers and students.

Wi-Fi facility, Optical Fibre connectivity (OFC) under NME – ICT program, Language Lab with advanced software for developing communication skills. Office Automation.

4.6 Amount spent on maintenance in lakhs:

i) ICT

1.84

ii) Campus Infrastructure and facilities

28.05

iii) Equipment

7.81

iv) Others

1.14

Total:

38.84

Criterion – V

5. Student Support and Progression

5.1 Contribution of IQAC in enhancing awareness about Student Support Services

1. Classes for competitive examinations started.
2. Classes for NET / SET exams organised
3. Remedial Coaching Classes are being engaged.
4. Group discussions, quiz, extension lectures, seminar on workshops organised from time to time on societal issues and academic topics.
5. Parent / guardian teacher scheme implemented to monitor the progress of the students.
6. Promoted games and sports activities so that number of our students not only participated at state and national levels but also brought laurels to the College.
7. Campus placement organized.
8. Gender sensitization programmes organised.
9. Anti-ragging Committee formed.
10. Established Cell against sexual harassment of employees and girls both
11. Regular disbursements of government free-ships and scholarships.

5.2 Efforts made by the institution for tracking the progression

Extension activities, Group discussions, Seminars.

5.3 (a) Total Number of students

UG	PG	Ph. D.	Others
1905	773	--	11

(b) No. of students outside the state

01

(c) No. of international students

Nil

No	%
1283	47.71

No	%
1406	52.29

Men Women

		Last Year (2015-16)					This Year (2016-17)					
	General	SC	ST	OBC	Physically Challenged	Total	General	SC	ST	OBC	Physically Challenged	Total
	711	516	224	1180	08	2639	1006	597	274	804	08	2689

Demand ratio 1:5 Dropout %

Sr.No.	Program	Dropout
1	B.A.	37.58
2	B. Com	10.57
3	BJMC	40
4	MJMC	18.18
5	M.Com.	27.84
6	M.A. (Eng.)	72.73
7	M.A. (Pol. Sci.)	71.95
8	M.A. (Eco.)	41.38
9	M.A. (Geo.)	16.67
10	M.A. (H-Eco.)	38.89
11	M. Phil (Economics)	00
12	M. Phil (Commerce)	00

5.4 Details of student support mechanism for coaching for competitive examinations (If any)

Remedial Coaching for Entry in Services (OBC, SC, ST)
Remedial Coaching for Entry in Services (OBC, SC, ST)

No. of students beneficiaries

5.5 No. of students qualified in these examinations

NET	<input type="text" value="02"/>	SET/SLET	GATE	<input type="text" value="01"/>	CAT	<input type="text"/>	<input type="text"/>
IAS/IPS etc.	<input type="text" value="--"/>	State PSC	<input type="text"/>	UPSC	<input type="text"/>	Others	<input type="text"/>

5.6 Details of student counselling and career guidance

Centre of Student counselling & Career guidance established and runs various activities for

No. of students benefitted

5.7 Details of campus placement

	<i>On campus</i>	<i>Off Campus</i>	
Number of Organizations Visited	Number of Students Participated	Number of Students Placed	Number of Students Placed
01	76	15	04

5.8 Details of gender sensitization programmes

- Program organised to create awareness regarding female foeticide.

5.9 Students Activities

5.9.1 No. of students participated in Sports, Games and other events

University level National level International level State level

No. of students participated in cultural events

University level National level International level State level

Seminar:

University level State level International level

5.9.2 No. of medals /awards won by students in Sports, Games and other events

Sports: State/ University level National level International level

N.C.C. : State/ University level National level International level

Cultural: University level National level International level
 State level

5.10 Scholarships and Financial Support

	Number of students	Amount
Financial support from institution		
Financial support from government	1626	4360285
Financial support from other sources		
Number of students who received International/ National recognitions		

5.11 Student organised / initiatives

Fairs : State/ University level National level International level

Exhibition: State/ University level National level International level

5.12 No. of social initiatives undertaken by the students

5.13 Major grievances of students (if any) redressed: **NIL**

Criterion – VI

6. Governance, Leadership and Management

6.1 State the Vision and Mission of the institution

Mission:

To ensure the quality and excellence in education to fulfil the legitimate aspirations of our students to reach the zenith of achievement.

Vision:

1. To impart the quality, value and skill based education to all stakeholders
2. To bridge the digital divide by strengthening the ICT infrastructure and services to the students, faculty and researchers.
3. To provide all facilities for research and development activities
4. To support students through Placement cell, Career & Counselling and Remedial Coaching to shape their careers.
5. To promote participation of students in Games & Sports, Cultural activities at national and International Level.

6.2 Does the Institution has a management Information System

Yes, the college has computerized it's all administrative and academic work. The Management Information System portal is activated.

6.3 Quality improvement strategies adopted by the institution for each of the following:

6.3.1 Curriculum Development

1. As members of Board of Studies 8 teachers involved in Syllabus making, 2 members working as Faculty Members, 1 Academic Council member and 1 member of Adhoc Committee.
2. Feedback obtained from the students about curriculum.
3. Prepared the curriculum of B. Voc. in Journalism & Media Management and Video Production Sanctioned by UGC to the College

6.3.2 Teaching and Learning

1. Remedial coaching & Competitive Exam. Coaching for students.
2. Teacher-guardian scheme implemented to monitor the progress of these students.
3. Adoption of ICT in teaching and learning, use of e-resources from N-List INFLIBNET in teaching and learning.
4. Incentive to merit students by the faculty of the institution.
5. Regular seminars held in P.G. Depts.
6. Departmental libraries started in the P.G. Departments
7. Guests lectures by eminent Academicians.
8. Students' Study Associations formed every year and activities conducted.
9. Group discussions held.
10. Set-up of five digital class rooms.

6.3.3 Examination and Evaluation

1. 2 unit tests held every year.
2. 3 Home-assignments given every year.
3. Common Test at the end of the year.
4. Internal assignment and Viva-voce is conducted by the College.
5. Adoption of ICT in teaching and learning.
6. English Language Lab set up to develop the students' proficiency in English
7. Significant improvement in results of University examinations as a result of measures implemented.

6.3.4 Research and Development

The IQAC promotes research activity through "Research Promotion Cell". The college has applied to University for recognition of "Research Centre for PhD" in 9 Subjects and the committee of the University visited the college. The Department of Commerce organised seven days' workshop on "ICT based Research Methodology". The teachers also applied for Minor/Major research project to ICSSR, New Delhi. The College is also publishing research Journal entitled "Research Awakening".

6.3.5 Library, ICT and physical infrastructure / instrumentation

1. Developed Dr. Panjabrao Deshmukh Social Science Digital Library Web site.
2. Best reader award given to both student and faculty every year on the occasion of Dr. S. R. Rangnathan birth anniversary.
3. Free internet facility with the speed 10 mbps and access to e-resources of N-List consortia of INFLIBNET
4. Computerized all housekeeping jobs of library activities with SOUL software.
5. Free and Open Source Software centre
6. The Library Committee meetings held time to time.
7. Annual Maintenance Contract for the maintenance of instruments.
8. Boys' and Girls' Hostel with 60& 120 capacities.
9. Auditorium of the capacity of 170 newly constructed.
10. English Language Lab setup.
11. Commerce Lab of 50 computers with internet OFC connection.
12. All departments have computer & internet facilities.

6.3.6 Human Resource Management

1. Various committees to decentralize the administrative work.
2. ICT training to non-teaching staff.
3. The faculty members encouraged to attend short term, orientation and refresher course.

6.3.7 Faculty and Staff recruitment

- | |
|---|
| <ol style="list-style-type: none"> 1. The College follows the UGC and state government recruitment norms. 2. Reservation policy strictly adhered to |
|---|

6.3.8 Industry Interaction / Collaboration

- | |
|---|
| <ol style="list-style-type: none"> 1. MOU signed with a reputed educational institution like Dhanwate National College ('A' Grade College), Nagpur. 2. MOU with prospective employer in Journalism and Mass communication 3. Industrial visit of commerce students to MIDC, Amravati |
|---|

6.3.9 Admission of Students

- | |
|---|
| <ol style="list-style-type: none"> 1. Meritorious students preferred. 2. Talented sports students given preference to various courses in the College. |
|---|

6.4 Welfare schemes for

Teaching	Shri Shivaji Arts & Commerce College Employees Credit Co-op. Society
Non-teaching	
Students	<ul style="list-style-type: none"> ❖ Co-operative Stores. ❖ Cash incentives to university toppers. ❖ Social welfare funds ❖ scholarships and group insurance

6.5 Total corpus fund generated

Corpus fund generated as per University Norms. Rs.21,

6.6 Whether annual financial audit has been done

Yes No

6.7 Whether Academic and Administrative Audit (AAA) have been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Yes	Shri Shivaji Education Society	Yes	IQAC
Administrative	Yes	State Government Auditors & Shri Shivaji Education Society	Yes	Jadhav & Associates, Chartered Accountant

6.8 Does the University/ Autonomous College declare results within 30 days? **N.A.**

For UG Programmes Yes No

For PG Programmes Yes No

6.9 What efforts are made by the University/ Autonomous College for Examination Reforms?

N.A.

6.10 What efforts are made by the University to promote autonomy in the affiliated/constituent colleges?

Not Applicable

6.11 Activities and support from the Alumni Association

1. Alumni Association registered with Charity Commissioner.
2. Annual meeting held every year.

6.12 Activities and support from the Parent – Teacher Association

1. Meeting held with the parent association.
2. Suggestions noted down for implementation from the ensuing session.

6.13 Development programmes for support staff

1. Administrative software training conducted for administrative staff by Shri Shivaji Education Society. Also skill development classes organised by Shri Shivaji Lok-Vidyapith & Shri Shivaji Arts & Commerce College.
2. The parent society conducted the workshop on financial planning.

6.14 Initiatives taken by the institution to make the campus eco-friendly

1. Plantation of sapling on a large scale on the campus of the College.
2. Environmental consciousness created through lectures mainly through NSS.
3. Drive undertaken for plastic free campus.
4. Developed Garden on campus.

Criterion – VII

7. Innovations and Best Practices

7.1 Innovations introduced during this academic year which have created a positive impact on the functioning of the institution. Give details.

1. Incentive cash prizes were given to the toppers of the university examinations by the faculty of the College. Felicitation of Merit students organized every year.
2. Starting of B. Voc. Programme under UGC Skill development program
3. Language Lab for development of communication skills in English
4. Strengthening of ICT infrastructure and services to students, faculty members and researchers

7.2 Provide the Action Taken Report (ATR) based on the plan of action decided upon at the beginning of the year

1. Submission of Reaccreditation report (RAR) & LOI to NAAC, Bangalore for third cycle. The college is re-accredited with “A” Grade having CGPA 3.08 on 23 January, 2017.
2. Submission of AQAR 2015-16 to NAAC Bangalore
3. LAN and Optical fiber connectivity (OFC) Internet facility with 10 MBPS to each department
4. Up gradation of Infrastructure ,8 class Room renovated ,Separate Drinking Water Facility for Students, Colouring and beautification of Campus
5. Construction of “Dr. Panjabrao Deshmukh Seminar Hall” with well-equipped digital facility
6. Development of web site of Library “Dr. Panjabrao Deshmukh Social Science Digital Library”
7. Placement of students through placement drive
8. Installation of 5 LCD projector to P.G. Departments
9. Started Braille Library for Visually disabled students with the financial assistance of National Association for Blinds (NAB)
10. Participation of 6 students at International Level in various games.
11. Publication of Research Journal “Research Awakening”
12. B. Voc. in Journalism and Media Management started under UGC Skill Development Programme.
13. Submission of proposal for Recognition of Ph.D. Research Centres in 9 subjects.
14. Conducted Academic and Administrative Audit.

7.3 Give two Best Practices of the institution (please see the format in the NAAC Self-study Manuals)

1. Consumer Literacy Program (Annexure i)
2. Mobile Online Public Access Catalogue (Annexure ii)

7.4 Contribution to environmental awareness / protection

- Collaboration with the office of Conservator of Forest, Melghat Tiger Reserve Amravati
- Tree Plantation and Conservation programme on a massive scale on the College campus.
- Watershed Management at Boys Hostel and in the college Campus

7.5 Whether environmental audit was conducted? Yes

No

7.6 Any other relevant information the institution wishes to add. (For example SWOC Analysis)

STRENGTH

1. A pre-independence institution of reputation in Central India.
2. A vast area of more than 6 acres as College campus in the centre of the city.
3. Six players of the college participated in International Competitions and won medals
4. A highly qualified staff with 80% awarded with Ph.D. degree and 13 Ph.D. supervisors.
5. B. Voc. programme in Journalism and Media Management and Video Production.
6. Very active NSS and NCC units.
7. Hostels for boys and girls.
8. The library completely computerized and developed Dr. Panjabrao Deshmukh Social Science Digital Library Website with e-resources
9. 10 elective subjects at B.A. level and PG in 07 subjects and M.Phil. in 02 subjects.
10. Strong Research Facilities
11. Functional IQAC.
12. Every year 3 to 5 students in the university merit list.
13. Research Journal entitled "Research Awakening" published.

WEAKNESSES

- (1) Area industrially backward and therefore less employment opportunities.
- (2) Recruitment ban by the state government on teaching and Non-teaching posts.

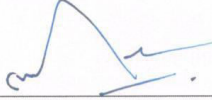
INSTITUTIONAL OPPORTUNITY

1. Generation of resources from other than UGC funds.
2. To emerge as a leading academic and research institute in Central India.
3. Participation of more and more of our students in National and International sports events.

8. Plans of institution for next year

1. To get Recognition of PhD centre in 9 Subject namely Economics, English, Marathi, Sociology, History, Home Economics, Library & Inf. Sc. Hindi, Commerce
2. To apply for the grants from local M.P. funds for infrastructural development
3. To start P.G. course in History, Marathi and Hindi
4. Organization of National and State level conference
5. To publish the book on Ten Year of "Dr. Panjabrao Deshmukh Memorable Lecture Series" organised by the College
6. To conduct major and Minor research project under ICSSR, New Delhi
7. To promote e-resources of N-LIST and National Digital Library of India.
8. To encourage students to participate at National and International Level.
9. To enhance the computer-student ratio
10. To strengthen the sports infrastructure through financial assistance from concerned Ministries and Departments.

Name *Dr.MahendraV.Mete*



Signature of the Coordinator, IQAC

Name *Dr.SmitaRaosahebDeshmukh*



Signature of the Chairperson, IQAC

Principal
Sirshikaji Arts & Commerce
College, AMRAVATI.



**ACADEMIC CALENDAR
2016-17**

Session	Begins	Ends
First Session	Monday 13 June 2016	Saturday 22 Oct. 2016
Diwali Vacation	Sunday 23 Oct. 2016	Sunday 13 Nov. 2016
Second Session	Monday 14 Nov. 2016	Saturday 29 April 2017
Summer Vacation	Sunday 30 April 2017	Sunday 11 June 2017

Public Holidays

1	Ramzan Eid	Wednesday 6 th July 2016
2	Independence Day	Monday 15 th August 2016
3	Parsi New Year	Wednesday 17 th August 2016
4	Ganesh Chaturthi	Monday 05 Sept. 2016
5	SarvapitriAmavasya	Friday 30 Sept. 2016
6	Dussehra	Monday 11 Oct. 2016
7	Guru Nanak Jayanti	Monday 14 Nov. 2016
8	Eid-e-milad	Monday 12 th Dec.2016
9	Christmas	Sunday 25 December 2016
10	Republic Day	Thursday 26 January 2017
11	ShivajiMaharaj Birth Anniversary	Sunday 19 Feb. 2017
12	Mahashivratri	Friday 24 Feb. 2017
13	Holi	Monday 13 March 2017
14	Gudipadwa	Tuesday 28 March 2017
15	Shri Ram Navmi (birth Anniversary)	Wednesday 05 April 2017
16	Mahavir Birth Anniversary	Sunday 09 April 2017
17	Good Friday	Friday 14 th April 2017
18	Dr.BabasahebAmbedkar Birth Anniversary	Friday 14 April 2015

Consumer Literacy Programme

Goal of the Practice:

To identify the imitated products and consumer awareness about the original Products.

The Process:

The imitated products are the serious problem in market where consumers are not aware about it. In order to make consumer literate, the imitated products of more than 50 items in customer durable and non-durable are collected and exhibited in the college premise. Students of the Commerce Department involved in the consumer literacy program.

Impact of the Practice:

Consumers are aware about the original products and alert about imitated products.

Resources Required:

Students collected the original and imitated products from the market in customer durable and non-durable.

Contact Person/Further Details:

Dr.PrakashTayde,Head

Dept.of Commerce

Shri Shivaji Arts & Commerce College, Amravati 444603

Phone No. 9422119525

E-mail:prakashtayde524@gmail.com

Mobile OPAC

Goal of the Practice:

To access the catalogue of the library on mobile and explore library resources.

The Process:

The library is computerized with using SOUL2.0.12 software developed by INFLIBNET. The WEBOPAC of the library is developed and made available on Mobile through intranet I/P address.

Impact of the Practice:

The information about library resources easily available on mobile of the user irrespective of location, which enhanced the use of Library.

Resources Required:

Local Area Network, Server, Soul software

Contact Person/Further Details:

Dr.MahendraV.Mete

Dr.Panjabrao Deshmukh Library

Shri Shivaji Arts & Commerce College, Amravati 444603

Phone No. 9421739996

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