



YEARLY STATUS REPORT - 2020-2021

Part A

Data of the Institution

1.Name of the Institution		Shri.Dnyaneshwar Maskuji Burungale Science and Arts College, Shegaon Dist-Buldana
• Name of the Head of the institution	Dr.Rameshwar Eknath Khadsan	
• Designation	Principal	
• Does the institution function from its own campus?	No	
• Phone no./Alternate phone no.	07265253959	
• Mobile No:	9767317055	
• Registered e-mail	sdmbshEGAON@gmail.com	
• Alternate e-mail	sdmbSC333@@sgbau.ac.in	
• Address	Near Railway Gate , Dhangar Nagar	
• City/Town	Shegaon	
• State/UT	Maharashtra	
• Pin Code	444203	
2.Institutional status		
• Type of Institution	Co-education	
• Location	Semi-Urban	
• Financial Status	Grants-in aid	

• Name of the Affiliating University		Sant Gadge Baba Amravati University , Amravati			
• Name of the IQAC Coordinator		Dr.Ajay Balu Wadekar			
• Phone No.		07265253959			
• Alternate phone No.		07265295405			
• Mobile		9561547589			
• IQAC e-mail address		ajayiqac@gmail.com			
• Alternate e-mail address		ajaybwadekar29@gmail.com			
3.Website address (Web link of the AQAR (Previous Academic Year)		http://sdmbssc.org/wp-content/uploads/2021/03/AQAR-2019-2020.pdf			
4.Whether Academic Calendar prepared during the year?		Yes			
• if yes, whether it is uploaded in the Institutional website Web link:		http://sdmbssc.org/wp-content/uploads/2021/08/Academic-Calendar-20-21.pdf			
5.Accreditation Details					
Cycle	Grade	CGPA	Year of Accreditation	Validity from	Validity to
Cycle 1	B+	2.65	2017	30/10/2017	29/10/2022
6.Date of Establishment of IQAC			14/03/2014		
7.Provide the list of funds by Central / State Government UGC/CSIR/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.,					
Institutional/Department /Faculty	Scheme	Funding Agency	Year of award with duration	Amount	
Institution	NIL	NIL	2020-2021	0	
Department	NIL	NIL	2020-2021	0	
8.Whether composition of IQAC as per latest NAAC guidelines			Yes		
• Upload latest notification of formation of IQAC			View File		

9.No. of IQAC meetings held during the year	04
Were the minutes of IQAC meeting(s) and compliance to the decisions have been uploaded on the institutional website?	Yes
If No, please upload the minutes of the meeting(s) and Action Taken Report	View File
10.Whether IQAC received funding from any of the funding agency to support its activities during the year?	No
If yes, mention the amount	
11.Significant contributions made by IQAC during the current year (maximum five bullets)	
Scrutiny and forwarded the applications for promotion under career advancement scheme of two full time teachers to the competent authority (17 August 2020)	
Conducted program related to IPR (6th Nov 2020)	
Conduct program on CAS 20th January 2021	
Uploading of college data to the Management Information system (MIS) portal of MHRD, Govt. of India. 29th January 2021	
Conducted program Competitive Exam Guidance 5th Feb 2021	
12.Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year	

Plan of Action	Achievements/Outcomes
Decided to conduct program of IPR	Conducted program related to IPR
Decided to conduct program on CAS	Conduct program on CAS
Decided to conduct program on Competitive Exam Guidance	Conducted program Competitive Exam Guidance
Decided to conduct program on Motivation and Goal setting	Conducted program on Motivation and Goal setting
Decided to conduct program on NAAC documentation	Conducted program on AA of HEIs by NAAC during COVID-19 pandemic Era: Opportunities and Challenges
Preparation of student satisfaction survey (SSS) report Preparation of students database	Conducting Student satisfaction survey (SSS) on teaching and learning process, analyzing the report and providing suggestions to the Principal related to this survey
Decided to conduct E-Convocation Ceremony	Conducted E-Convocation Ceremony
Decided to conduct program on Gender Sensitization & Equality	Conducted program on Gender Sensitization & Equality
Decided to conduct program on E-content Development	Conducted program on E-content Development
forwarding applications of full time teachers for promotion under career advancement scheme	Scrutiny and forwarding of applications of two full time teachers to the competent authority has been completed by 17 August 2020
Decided to upload college data to the Management Information system (MIS) portal of MHRD, Govt. of India.	Uploading of college data to the Management Information system (MIS) portal of MHRD, Govt. of India.
Plan for stakeholders Feedback	Collected and analyzed feedback
13.Whether the AQAR was placed before statutory body?	Yes

- Name of the statutory body

Name	Date of meeting(s)
College Development Committee	27/01/2022

14. Whether institutional data submitted to AISHE

Year	Date of Submission
2020 - 2021	28/01/2022

Extended Profile

1. Programme

1.1	13
Number of courses offered by the institution across all programs during the year	

File Description	Documents
Data Template	View File

2. Student

2.1	756
Number of students during the year	

File Description	Documents
Data Template	View File

2.2	665
Number of seats earmarked for reserved category as per GOI/ State Govt. rule during the year	

File Description	Documents
Data Template	View File

2.3	227
Number of outgoing/ final year students during the year	

File Description	Documents
Data Template	View File

3.Academic

3.1	17
Number of full time teachers during the year	

File Description	Documents
Data Template	View File

3.2	5
Number of Sanctioned posts during the year	

File Description	Documents
Data Template	View File

4.Institution

4.1	6
Total number of Classrooms and Seminar halls	
4.2	11343741.70
Total expenditure excluding salary during the year (INR in lakhs)	
4.3	23
Total number of computers on campus for academic purposes	

Part B

CURRICULAR ASPECTS

1.1 - Curricular Planning and Implementation

1.1.1 - The Institution ensures effective curriculum delivery through a well planned and documented process

Our college has a well-defined planning and implementation process for the effective delivery of the curriculum. Following are the various means through which it executes the curriculum: Course Allocation: The Head of Departments allocates the courses to the faculty members by considering their specialization, and expertise

besides their preference. **Academic Calendar:** The academic calendar is prepared in accordance with the university academic calendar, which comprises curricular, co-curricular and extracurricular events activities. **Time- Table:** College level class-wise time table is prepared and individual faculty time tables are also prepared reflecting his/her complete workload. **Teachers Diary:** Every teacher maintain a record of lectures conducted, leaves availed, university work etc in the diary. **Internal Assessments:** As per the regulations of the affiliated university, the internal assessment including unit tests, Seminars, assignments etc are conducted during the semesters. **Library books Upgradation:** The library is informed of required textbooks, reference books and e-journals for the forthcoming academic year by concerned departments. **Teaching Plan:** Teaching plan is prepared by every faculty member at the beginning of academic year. **Mentor-Mentee:** A Students-Teacher-Guardian Scheme is implemented for identifying problems of the students regarding academic, social and financial issues.

File Description	Documents
Upload relevant supporting document	No File Uploaded
Link for Additional information	Nil

1.1.2 - The institution adheres to the academic calendar including for the conduct of Continuous Internal Evaluation (CIE)

Before the commencement of every academic session, University notifies an academic calendar for all the programs, which contains the date of commencement, last working day of the session and dates for semester-end examinations. Our college follows the academic calendar issued by the University strictly and plans all its activities including the conduct of Continuous Internal Evaluation (CIE). The college prepares a college-level calendar and subsequently every department prepares its [2] calendar. College calendar includes events like the total number of working days and holidays, CIE dates, dates for the college's programs etc. The department calendar comprises guest lectures, workshops, industrial visits, other co-curricular and extracurricular activities. The academic calendars help faculty members to plan their respective course and research work academic activities. Internal Assessment tests, assignments, and seminars are part of the Continuous Internal Evaluation (CIE) of students. The CIE is conducted as per the direction of the university. The HOD of respective departments announces the schedule of CIE for their department in well advance

and marks are displayed on the notice board before the commencement of the examination. Grievances if any, of the student in this regards shall be settled by the Principal in consultation with the concerned teacher.

File Description	Documents
Upload relevant supporting documents	No File Uploaded
Link for Additional information	Nil

1.1.3 - Teachers of the Institution participate in following activities related to curriculum development and assessment of the affiliating University and/are represented on the following academic bodies during the year.
Academic council/BoS of Affiliating University
Setting of question papers for UG/PG programs
Design and Development of Curriculum for Add on/ certificate/ Diploma Courses
Assessment /evaluation process of the affiliating University

B. Any 3 of the above

File Description	Documents
Details of participation of teachers in various bodies/activities provided as a response to the metric	View File
Any additional information	No File Uploaded

1.2 - Academic Flexibility

1.2.1 - Number of Programmes in which Choice Based Credit System (CBCS)/ elective course system has been implemented

1.2.1.1 - Number of Programmes in which CBCS/ Elective course system implemented

0

File Description	Documents
Any additional information	No File Uploaded
Minutes of relevant Academic Council/ BOS meetings	No File Uploaded
Institutional data in prescribed format (Data Template)	View File

1.2.2 - Number of Add on /Certificate programs offered during the year

1.2.2.1 - How many Add on /Certificate programs are added during the year. Data requirement for year: (As per Data Template)

0

File Description	Documents
Any additional information	No File Uploaded
Brochure or any other document relating to Add on /Certificate programs	No File Uploaded
List of Add on /Certificate programs (Data Template)	View File

1.2.3 - Number of students enrolled in Certificate/ Add-on programs as against the total number of students during the year

0

1.2.3.1 - Number of students enrolled in subject related Certificate or Add-on programs during the year

0

File Description	Documents
Any additional information	No File Uploaded
Details of the students enrolled in Subjects related to certificate/Add-on programs	No File Uploaded

1.3 - Curriculum Enrichment

1.3.1 - Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum

Courses offered in the college integrate issues related to gender, environment and sustainability, human values and professional

ethics. Issues related with environment and sustainability is integrated into courses of Environmental science and environmental studies. Courses that teach human values in its curricula are Political science, Sociology, English and Marathi languages. Professional ethics are integrated in to the courses of English, Political science, Sociology. The college specially focuses on gender sensitization and as part of that IQAC conducted webinar on Gender Sensitization and equality. Institution integrates crosscutting issues relevant to Professional Ethics, Gender, Human Values, Environment and Sustainability into the Co curricular and Extracurricular Activities also. N.S.S. work to inculcate professional Ethics, Gender, Human Values through the different activities like celebrating Birth anniversary of Mahatma Gandhi and Lal Bahadur Shastri , Savidhan din, Dr. Babasaheb Ambedkar mahaparinirvan din, Swami Vivekanand and Rajmata Jijau Jahyanti, Blood Donation Camp, Chatrapati Shivaji Mahatraj Jayanti, Sant Gadge Baba Jayanti, Dnyanjyoti Savitribai Jyotirao Phule Punyatithi, Bharatratna Dr. Babasaheb Ambedkar Jayanti.

File Description	Documents
Any additional information	No File Uploaded
Upload the list and description of courses which address the Professional Ethics, Gender, Human Values, Environment and Sustainability into the Curriculum	No File Uploaded

1.3.2 - Number of courses that include experiential learning through project work/field work/internship during the year

06

File Description	Documents
Any additional information	No File Uploaded
Programme / Curriculum/ Syllabus of the courses	No File Uploaded
Minutes of the Boards of Studies/ Academic Council meetings with approvals for these courses	No File Uploaded
MoU's with relevant organizations for these courses, if any	No File Uploaded
Number of courses that include experiential learning through project work/field work/internship (Data Template)	View File

1.3.3 - Number of students undertaking project work/field work/ internships

0

File Description	Documents
Any additional information	No File Uploaded
List of programmes and number of students undertaking project work/field work/ /internships (Data Template)	No File Uploaded

1.4 - Feedback System

1.4.1 - Institution obtains feedback on the syllabus and its transaction at the institution from the following stakeholders Students Teachers Employers Alumni

A. All of the above

File Description	Documents
URL for stakeholder feedback report	No File Uploaded
Action taken report of the Institution on feedback report as stated in the minutes of the Governing Council, Syndicate, Board of Management (Upload)	No File Uploaded
Any additional information(Upload)	No File Uploaded

1.4.2 - Feedback process of the Institution may be classified as follows		A. Feedback collected, analyzed and action taken and feedback available on website
File Description	Documents	
Upload any additional information	No File Uploaded	
URL for feedback report	Nil	
TEACHING-LEARNING AND EVALUATION		
2.1 - Student Enrollment and Profile		
2.1.1 - Enrolment Number Number of students admitted during the year		
2.1.1.1 - Number of sanctioned seats during the year		
240		
File Description	Documents	
Any additional information	No File Uploaded	
Institutional data in prescribed format	View File	
2.1.2 - Number of seats filled against seats reserved for various categories (SC, ST, OBC, Divyangjan, etc. as per applicable reservation policy during the year (exclusive of supernumerary seats)		
2.1.2.1 - Number of actual students admitted from the reserved categories during the year		
665		
File Description	Documents	
Any additional information	No File Uploaded	
Number of seats filled against seats reserved (Data Template)	View File	
2.2 - Catering to Student Diversity		
2.2.1 - The institution assesses the learning levels of the students and organizes special Programmes for advanced learners and slow learners		
The college admits students from various socio-economic backgrounds. The college conducts every possible measure to assess the learning levels of its students. The students are counselled, guided and		

oriented at the time of admission to make them aware about the

course, mode of internal assessment, external assessment, curricular and co-curricular activities, rules and regulations of the institution as well as facilities available in the college. The list of courses, curricular and co-curricular activities, rules and regulations, facilities available etc are also published in the college prospectus which is provided to the students before the beginning of academic sessions. At the beginning of each course teachers assess the learning levels of the students in the class, their knowledge about the course and accordingly special programmes for advanced learners and slow learners are planned. Remedial and extra classes are conducted for advanced and slow learners. After the completion of syllabus, subject classes are also repeated for slow learners and late admissions. The teachers from all departments counsel the students regarding the scope of different courses being offered as well as provide guidance in relation to the student's aptitude and competence. Opportunity is also given to the students for changing their options if they are not able to cope with the courses they selected. Teachers remain available in college to clear the doubts and counsel the students even on a one to one basis. Advanced Learners are encouraged to become class mentors. Extension lectures and exposure visits to different colleges, industrial units, power projects, archeologically sites, diversity rich areas, Geographical sites etc and universities are regularly conducted for advanced learners and slow learners

File Description	Documents
Link for additional Information	Nil
Upload any additional information	No File Uploaded

2.2.2 - Student- Full time teacher ratio (Data for the latest completed academic year)

Number of Students	Number of Teachers
756	17

File Description	Documents
Any additional information	No File Uploaded

2.3 - Teaching- Learning Process

2.3.1 - Student centric methods, such as experiential learning, participative learning and problem

solving methodologies are used for enhancing learning experiences

Shri. D. M. Burungale Science and Arts College Shegaon Dist. Buldana always encourage student-centric learning through various methods such as brain storming group discussions, quiz competitions, presentations and project work in participative learning and problem solving methodologies. Regular participative activities viz., group discussions, projects, seminars, extension lectures are organized in the college and the students actively participate in these activities within and outside the college. Students are given individual projects and class assignments for focusing on self study and to encourage independent learning. Different student support systems are available in the college like Library, Computer Lab, Reading Room, ICT based classrooms. Students are trained for Basic Life skills such as First Aid, Self Defence, educational study tour and Personal Hygiene and Sanitation. Beyond the classroom, college gives high importance to all-round development of students through extra-curricular, co- curricular and field based activities. Students are taken for study tours to the sites of interest in order to get familiar with the field/natural conditions. To increase the concentration in various activities, the college has framed many committees and clubs including the Cultural Committee, Sports Committee, Canteen Committee, Career counselling cell, Discipline Committee and Red ribbon club. Both intra and inter-college sports competitions are organized, where students exhibit talent in variety of games to foster spirit of togetherness and leadership. In order to inculcate human values, ethics and social responsibility, students are encouraged to participate in activities.

File Description	Documents
Upload any additional information	No File Uploaded
Link for additional information	Nil

2.3.2 - Teachers use ICT enabled tools for effective teaching-learning process. Write description in maximum of 200 words

Faculty members of the college use ICT technology to improve the teaching and learning process. Different software's available online is integrated with teacher's explanation and students are encouraged to learn and practice through interactive activities. LCD projectors, computer/laptops/tablet systems are used in the classrooms. You- Tube, E- mails, What's App group, Telegram, Zoom and Google classrooms, What's app, College website as well as other social medias are used as platforms to teach, communicate, provide

material and syllabus, make announcements, conduct tests, upload assignments, make presentations, address queries, mentor and share information. These applications are also used to provide online education during the covid-19 situation. Broad band Wi-Fi facility is also available in the campus for the students and staff. The library also provides access to computers and online journals freely available in public domain and also to journals subscribed on the advice of faculty and facilitates downloads. Xeroxing facility is also available in the library. Syllabus and study materials are also made available on the college website and the website of the affiliating university. Student attendance, feedback are also received online from the students and faculty members.

File Description	Documents
Upload any additional information	No File Uploaded
Provide link for webpage describing the ICT enabled tools for effective teaching-learning process	Nil

2.3.3 - Ratio of mentor to students for academic and other related issues (Data for the latest completed academic year)

2.3.3.1 - Number of mentors

17

File Description	Documents
Upload, number of students enrolled and full time teachers on roll.	No File Uploaded
Circulars pertaining to assigning mentors to mentees	No File Uploaded
mentor/mentee ratio	View File

2.4 - Teacher Profile and Quality

2.4.1 - Number of full time teachers against sanctioned posts during the year

17

File Description	Documents
Full time teachers and sanctioned posts for year (Data Template)	View File
Any additional information	No File Uploaded
List of the faculty members authenticated by the Head of HEI	No File Uploaded

2.4.2 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.B Superspeciality / D.Sc. / D.Litt. during the year (consider only highest degree for count)

2.4.2.1 - Number of full time teachers with Ph. D. / D.M. / M.Ch. /D.N.C Superspeciality / D.Sc. / D.Litt. during the year

11

File Description	Documents
Any additional information	No File Uploaded
List of number of full time teachers with Ph. D. / D.M. / M.Ch./ D.N.B Super specialty / D.Sc. / D.Litt. and number of full time teachers for year(Data Template)	View File

2.4.3 - Number of years of teaching experience of full time teachers in the same institution (Data for the latest completed academic year)

2.4.3.1 - Total experience of full-time teachers

8

File Description	Documents
Any additional information	No File Uploaded
List of Teachers including their PAN, designation, dept. and experience details(Data Template)	View File

2.5 - Evaluation Process and Reforms

2.5.1 - Mechanism of internal assessment is transparent and robust in terms of frequency and mode. Write description within 200 words.

Inter assessments and internal practical tests are conducted at appropriate time with respect to calendar of examinations fixed by

the Sant Gadge Baba Amravati University, Amravati. Date sheets and notifications of internal assessment is circulated in classrooms, displayed on notice boards and uploaded on official website of the college. The teachers help students in grasping the correct essence of the questions asked, wherever such an inquiry is raised. If any tabulation error is found or is communicated, necessary corrections are duly made by the concerned and correct information is passed to the university accordingly. Due care and track is mentioned till completion of assignments.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.5.2 - Mechanism to deal with internal examination related grievances is transparent, time- bound and efficient

Most of the grievances related to the examination are received after declaration of results by the Sant Gadge Baba Amravati University, Amravati. The errors in their results like marks of the internal assessment, attendance sheets, error in the bio-data etc. are immediately addressed, corrected and quickly disposed for onward submission to university by the convener examination committee. Each and every superintendent and staff members concerned are instructed for due care and cooperation for the quick disposal of student grievances at their respective quarters. Where ever deemed necessary, the relevant documents/testimonials are submitted through the candidate personally or through their parents to Coordinator Examination for speedy Redressed of the issue. The close and continuous communication is maintained by the Coordinator Examinations with the university authorities for speedy disposal of queries, explanations and doubts if any. As per internal practical tests are concerned, if any student pin points any academic discrepancy viz a viz conduct of tests, the concerned teachers wholeheartedly show their concern and Attention is given to the student grievances.

File Description	Documents
Any additional information	No File Uploaded
Link for additional information	Nil

2.6 - Student Performance and Learning Outcomes

2.6.1 - Teachers and students are aware of the stated Programme and course outcomes of the Programmes offered by the institution.

The Institute has well defined learning outcomes. The vision and mission of the institution emphasizes on promoting value education through motivated trained faculty to prepare the students to accept the challenges of globalization. The College has a proper mechanism of communication of the learning outcomes of the Programs and Courses, which includes following; Hard Copy of syllabi and course/programme Outcomes are available in the respective departments for ready reference to the teachers and students. Copy of Curriculum and Outcomes of Programs and Courses are also uploaded on the college website.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil
Upload COs for all courses (exemplars from Glossary)	No File Uploaded

2.6.2 - Attainment of Programme outcomes and course outcomes are evaluated by the institution.

The college has a systematic process of collecting and evaluating data on programme and course outcomes, for which the assessment includes the following; Assessment for the course-level is done via continuous assessment having a particular weightage depending upon course objectives, learning outcomes and pedagogy. Various components for continuous assessment are defined and used. The evaluation is rigorous. It is done by adjoining the marks acquired by the students to their corresponding Course Outcomes. Besides, weightage for the end semester Examination (written examination /lab examination) depending upon course type is also used for the process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional information	Nil

2.6.3 - Pass percentage of Students during the year

2.6.3.1 - Total number of final year students who passed the university examination during the year

227

File Description	Documents
Upload list of Programmes and number of students passed and appeared in the final year examination (Data Template)	View File
Upload any additional information	View File
Paste link for the annual report	Nil

2.7 - Student Satisfaction Survey

2.7.1 - Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design its own questionnaire) (results and details need to be provided as a weblink)

<https://sdmbssc.org/sss-2020-21/>

RESEARCH, INNOVATIONS AND EXTENSION

3.1 - Resource Mobilization for Research

3.1.1 - Grants received from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

3.1.1.1 - Total Grants from Government and non-governmental agencies for research projects / endowments in the institution during the year (INR in Lakhs)

0

File Description	Documents
Any additional information	No File Uploaded
e-copies of the grant award letters for sponsored research projects /endowments	No File Uploaded
List of endowments / projects with details of grants(Data Template)	View File

3.1.2 - Number of departments having Research projects funded by government and non government agencies during the year

3.1.2.1 - Number of departments having Research projects funded by government and non-government agencies during the year

0

File Description	Documents
List of research projects and funding details (Data Template)	View File
Any additional information	No File Uploaded
Supporting document from Funding Agency	No File Uploaded
Paste link to funding agency website	Nil

3.1.3 - Number of Seminars/conferences/workshops conducted by the institution during the year

3.1.3.1 - Total number of Seminars/conferences/workshops conducted by the institution during the year

06

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
List of workshops/seminars during last 5 years (Data Template)	View File

3.2 - Research Publications and Awards

3.2.1 - Number of papers published per teacher in the Journals notified on UGC website during the year

3.2.1.1 - Number of research papers in the Journals notified on UGC website during the year

07

File Description	Documents
Any additional information	No File Uploaded
List of research papers by title, author, department, name and year of publication (Data Template)	View File

3.2.2 - Number of books and chapters in edited volumes/books published and papers published in national/ international conference proceedings per teacher during the year

3.2.2.1 - Total number of books and chapters in edited volumes/books published and papers in national/ international conference proceedings during the year

04

File Description	Documents
Any additional information	No File Uploaded
List books and chapters edited volumes/ books published (Data Template)	View File

3.3 - Extension Activities

3.3.1 - Extension activities are carried out in the neighborhood community, sensitizing students to social issues, for their holistic development, and impact thereof during the year

The College regularly conducts the extension activities in neighborhood society and adopted villages. These programmes aim to connect the Higher Education Institutions with the society. This will transform the outlook of the students and inculcate leadership qualities in the youth. They will prove good administrators, good humans with good moral behavior and responsible citizens in future. Such citizens help in Nation building.

- IQAC conducted various activities that trigger student mind toward their social responsibility. IQAC conducted webinar on Agricultural laws and farmer agitation, make aware students regarding to this burning issues of new government policies of Agricultural field.
- NSS organized one day blood donation camp.
- Yoga and meditation workshop conducted for student
- COVID-19 Pandemic Awareness program or quiz conducted with special intension to make aware about symptoms, causes and how to protect from COVID-19.
- Students participated in to various intra and intercollegiate activities.
- Parent-teacher meet conducted to understand parent views and suggestion regarding to student improvement.
- Students are sensitizing with human ethics, gender sensitization and equality through various programs and annual day celebration.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

3.3.2 - Number of awards and recognitions received for extension activities from government / government recognized bodies during the year

3.3.2.1 - Total number of awards and recognition received for extension activities from Government/ government recognized bodies during the year

0

File Description	Documents
Any additional information	No File Uploaded
Number of awards for extension activities in last 5 year(Data Template)	View File
e-copy of the award letters	No File Uploaded

3.3.3 - Number of extension and outreach programs conducted by the institution through NSS/NCC/Red cross/YRC etc., (including the programmes such as Swachh Bharat, AIDS awareness, Gender issues etc. and/or those organized in collaboration with industry, community and NGOs) during the year

3.3.3.1 - Number of extension and outreach Programs conducted in collaboration with industry, community and Non- Government Organizations through NSS/ NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Reports of the event organized	No File Uploaded
Any additional information	No File Uploaded
Number of extension and outreach Programmes conducted with industry, community etc for the last year (Data Template)	View File

3.3.4 - Number of students participating in extension activities at 3.3.3. above during the year

3.3.4.1 - Total number of Students participating in extension activities conducted in collaboration with industry, community and Non- Government Organizations through NSS/

NCC/ Red Cross/ YRC etc., during the year

0

File Description	Documents
Report of the event	No File Uploaded
Any additional information	No File Uploaded
Number of students participating in extension activities with Govt. or NGO etc (Data Template)	View File

3.4 - Collaboration

3.4.1 - The Institution has several collaborations/linkages for Faculty exchange, Student exchange, Internship, Field trip, On-the- job training, research etc during the year

02

File Description	Documents
e-copies of linkage related Document	No File Uploaded
Details of linkages with institutions/industries for internship (Data Template)	View File
Any additional information	No File Uploaded

3.4.2 - Number of functional MoUs with national and international institutions, universities, industries, corporate houses etc. during the year

3.4.2.1 - Number of functional MoUs with Institutions of national, international importance, other universities, industries, corporate houses etc. during the year

01

File Description	Documents
e-Copies of the MoUs with institution./ industry/corporate houses	No File Uploaded
Any additional information	No File Uploaded
Details of functional MoUs with institutions of national, international importance, other universities etc during the year	View File

INFRASTRUCTURE AND LEARNING RESOURCES

4.1 - Physical Facilities

4.1.1 - The Institution has adequate infrastructure and physical facilities for teaching- learning. viz., classrooms, laboratories, computing equipment etc.

The college has adequate infrastructure and physical facilities for teaching learning process. The college building is comprised of 05 well equipped laboratories, 06 classrooms, 01 seminar hall, 01 spacious library, 01 meeting rooms and a network resource center. LCD projectors are provided in the laboratories and classrooms for effective ICT enabled teaching- learning. Audio visual aids like web cams, various types of mics, have also been provided to teachers for online and ICT based teaching..

The college has a spacious library with modern facilities like Barcode system, web OPAC, Wi-Fi, N-LIST and reprography. Separate reading rooms are available in the library for students, staff and research students. The college allows open access to its library, internet and computer facilities. Network resource center is also there for students to access online information. The college campus is Wi-Fi enabled and CCTV surveillance system is there in the campus. To run all the activities of online teaching and learning, Railtel broadband available in the campus. Power generator backup is also there in the campus for uninterrupted power supply. Thus, the college has provided adequate infrastructure and facilities for effective teaching learning process.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.2 - The Institution has adequate facilities for cultural activities, sports, games (indoor, outdoor), gymnasium, yoga centre etc.

The Institution has adequate facilities for cultural activities, sports and games. For outdoor games, the college has volleyball ground and kabaddi Ground&Indoor Gym have the following specifications

.

S.N.

Type of sport facility

Area/size

Year of establishment

1

Kabaddi Ground

13 x 10 (m)

2014

2

Volleyball Ground

9 x 18 (m)

2014

3

Indoor Gym

40 x 20 (fts)

2016

For other games like cricket is play in the College. The a state of art gymnasium with a carpet area of 1900 sq feet with latest equipment's in 2017. The college has indoor game like Gym. These sport facilities are augmented as per the needs and are well maintained.

Intercollegiate KHO-KHO Competition was held in 2017 for Girls only. For cultural activities the college has open auditorium and conference hall which is used for different cultural activities such as college gathering and extracurricular activities. Students are motivated and sent for participation in intercollegiate cultural competitions such as elocution, debate, singing, drama and youth festival.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.1.3 - Number of classrooms and seminar halls with ICT- enabled facilities such as smart class, LMS, etc.

06

4.1.3.1 - Number of classrooms and seminar halls with ICT facilities

06

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil
Upload Number of classrooms and seminar halls with ICT enabled facilities (Data Template)	View File

4.1.4 - Expenditure, excluding salary for infrastructure augmentation during the year (INR in Lakhs)

4.1.4.1 - Expenditure for infrastructure augmentation, excluding salary during the year (INR in lakhs)

161970

File Description	Documents
Upload any additional information	No File Uploaded
Upload audited utilization statements	No File Uploaded
Upload Details of budget allocation, excluding salary during the year (Data Template)	View File

4.2 - Library as a Learning Resource

4.2.1 - Library is automated using Integrated Library Management System (ILMS)

College library is automated using LIBMAN Cloud Based Software Integrated library Management System. This system is developed by Master soft .com Nagpur and has been installed in the college and is utilized by the faculty & students. This ILMS has modules namely Acquisition, Cataloguing, Circulation, Serials Controls, OPAC and Administration. . This system also provides freedom to users for generating reports of their choice and format along with template and query parameters. LIBMAN software has highly versatile and user-friendly OPAC with simple and advanced search. OPAC users can export their search results in to PDF, MS Excel, and format. Cataloguing module is used for data entry of books and Journals. Circulation module is used for issuance and return of books in this system. The details of ILMS and needed ICT facilities available in the library are as below. Library MOPAC available in this system and student daily use this MOPAC. And library Web-Opac available in college website.

Name of the ILMS software

LIBMAN cloud based Software

Nature of automations

Fully Automated

Version

13.0

Year of Automation

2015

Software Provider

Master soft.

Web-OPAC

Available

Total Computers for Library use

05

Broadband/Wi-Fi

Available

Library as a learning Resource

. The college library came into existence with the establishment of the college and has made consistent progress in terms of collection of books, periodicals, e-resources & ICT services. At present the library maintains a stock of more than 6100 Books , 9 Journals, 10 Periodicals and e-resources.

The library building is located centrally and easily accessible to teachers and students. Library is comprised of reading room for students, newspaper section, periodical section, reference section, Network connection facility available and special reading room for students.

Library has established NDLI CLUB and Register of college students and staff , 12 programme conducted through the NDLI CLUB. Intuition Repository available in library.

The library is having active membership of INFLIBNET N-LIST consortia and provides 6000+ e-journals and 31,30,000+ e-books on various subjects.

Online Public Access Catalogue (OPAC) is used to retrieve the library collections regarding location, availability and issue status of the book. Various type reading material available in library. Library has latest collection of books for competitive examinations reading material. CCTV surveillance system is also there in the library.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for Additional Information	Nil

4.2.2 - The institution has subscription for the following e-resources e-journals e-

A. Any 4 or more of the above

ShodhSindhu Shodhganga Membership e-books Databases Remote access toe-resources

File Description	Documents
Upload any additional information	No File Uploaded
Details of subscriptions like e-journals,e-ShodhSindhu, Shodhganga Membership etc (Data Template)	View File

4.2.3 - Expenditure for purchase of books/e-books and subscription to journals/e- journals during the year (INR in Lakhs)

4.2.3.1 - Annual expenditure of purchase of books/e-books and subscription to journals/e-journals during the year (INR in Lakhs)

157880

File Description	Documents
Any additional information	No File Uploaded
Audited statements of accounts	No File Uploaded
Details of annual expenditure for purchase of books/e-books and journals/e- journals during the year (Data Template)	View File

4.2.4 - Number per day usage of library by teachers and students (foot falls and login data for online access) (Data for the latest completed academic year)

4.2.4.1 - Number of teachers and students using library per day over last one year

515

File Description	Documents
Any additional information	No File Uploaded
Details of library usage by teachers and students	View File

4.3 - IT Infrastructure

4.3.1 - Institution frequently updates its IT facilities including Wi-Fi

Session

Type of IT facility updation

2020-21

1. Zoom software is purchased for 1 year validity in session 2020-21.
2. NPAV antivirus updated for all systems
3. LAN facilities are upgraded in library & Computer Department for students in 2020-21.
4. Printing facilities have been upgraded in administrative office.
5. Xerox and printing facilities are upgraded and made available to students in store room (Facility centre for students).
6. Railtel Express Network facility of 100 MBPs installed with wifi.
7. One colour tank printers with scanner purchased
8. Quick Heal Antivirus with 1 year plan installed for PCs

The college has Railtel of 100 MBPS. The details of plans of Wifi facility available in college is as follows

S.N.

Type of IT facility

Plan

Installation Year

1

Railtel's Express Network

100 MBPS

2020-21

The updation of IT facilities is a continuous process in the college and updated regularly as per the demand from the departments.

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

4.3.2 - Number of Computers

25

File Description	Documents
Upload any additional information	No File Uploaded
Student – computer ratio	View File

4.3.3 - Bandwidth of internet connection in the Institution

A. ? 50MBPS

File Description	Documents
Upload any additional Information	No File Uploaded
Details of available bandwidth of internet connection in the Institution	No File Uploaded

4.4 - Maintenance of Campus Infrastructure

4.4.1 - Expenditure incurred on maintenance of infrastructure (physical and academic support facilities) excluding salary component during the year (INR in Lakhs)

4.4.1.1 - Expenditure incurred on maintenance of infrastructure (physical facilities and academic support facilities) excluding salary component during the year (INR in lakhs)

565056

File Description	Documents
Upload any additional information	No File Uploaded
Audited statements of accounts.	No File Uploaded
Details about assigned budget and expenditure on physical facilities and academic support facilities (Data Templates)	View File

4.4.2 - There are established systems and procedures for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc.

Procedures And Policies For Maintaining And Utilizing Physical Academic And Support Facilities -

The institution has a set mechanism for maintaining and utilizing physical, academic and support facilities like laboratory, library, sports facilities, computers, classrooms etc. There is purchase and maintenance committee in the college which collects the information from every department regarding purchase and maintenance.

Policies for Maintenance- Regular cleaning and maintenance is carried out so as to provide effective learning environment to the students. Some of the class rooms are provided with the electricity generated in the college. Regular cleaning contract is given for outside agency for maintenance of buildings and other facilities. Class rooms are cleaned daily by the non teaching staff of the college .

Utilization- Central time table is designed in such a way that there is maximum utilization of infrastructure and class rooms. college is conducted in two sessions , science and arts .And arts lectures are conducted in morning session and science faculty practical & lectures are conducted in morning as well as afternoon sessions.

Academic-

Laboratory-

Policies for Maintenance- Annual maintenance contract is done high grade instruments. Stabilizers are used for instruments. Regular servicing and maintenance is carried out for the instruments. Service engineers from manufacturing companies are called for the repairs if available.

Utilization- Practical batches are prepared so as to give hands on experience to all the students. Practical are conducted in morning, afternoon. conducted in morning, afternoon and evening session for maximum utilization of laboratory space,

Library-

Policies for Maintenance -Annual maintenance contracts are done for the software used in the library. Proper ventilation is done so as to maintain dry environment near book shelves. Regular dusting and

cleaning is done. Valuable resources available in library. Furniture are repaired as per the requirement centrally.

Utilization- Library is made automated. Computerized issuing and returning of books is done so as to save time .Books exhibitions are conducted in the library and books suggested by staff members are included in the library. Open access is given to student to the books so as to have effective referencing and exploring of new books related to subjects . Special reading room facility and computers are provided for access to e-content. Library staff conducts orientation and information literacy programs to educate patrons on the LCD projector. .New arrivals are exhibited on display board. Library is kept open in vacations for the benefits of the students. Separate computer & Wi-Fi internet connection is provided to student for books ,journals & open access search. Social platform is used to notify about the current updates of library.

Computers-

Policies for Maintenance-Maintenance and support are carried out by system administrators. Regular up gradation is carried out for computers and software.

Utilization- Computer lab is available in college and computers are distributed in department, office library and for administrative work as per the requirement and load of the work. Computers are connected through LAN and with high speed internet facility. Computers are provided with upgraded antivirus.

Sport facility-

Policies for Maintenance- Regular maintenance is carried out for ,sports equipment and sport material from experts in the field. Synthetic surfaces on ground are cleaned periodically.

Utilization- Sport material is issued to students as per the schedule. For intercollegiate competitions sport material is issued to the student for the period of the competition. .

File Description	Documents
Upload any additional information	No File Uploaded
Paste link for additional information	Nil

STUDENT SUPPORT AND PROGRESSION	
5.1 - Student Support	
5.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
5.1.1.1 - Number of students benefited by scholarships and free ships provided by the Government during the year	
616	
File Description	Documents
Upload self attested letter with the list of students sanctioned scholarship	No File Uploaded
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships provided by the Government during the year (Data Template)	View File
5.1.2 - Number of students benefitted by scholarships, free ships etc. provided by the institution / non- government agencies during the year	
5.1.2.1 - Total number of students benefited by scholarships, free ships, etc provided by the institution / non- government agencies during the year	
0	
File Description	Documents
Upload any additional information	No File Uploaded
Number of students benefited by scholarships and free ships institution / non- government agencies in last 5 years (Date Template)	View File
5.1.3 - Capacity building and skills enhancement initiatives taken by the institution include the following: Soft skills Language and communication skills Life skills (Yoga, physical fitness, health and hygiene) ICT/computing skills	C. 2 of the above

File Description	Documents
Link to institutional website	Nil
Any additional information	No File Uploaded
Details of capability building and skills enhancement initiatives (Data Template)	View File

5.1.4 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

368

5.1.4.1 - Number of students benefitted by guidance for competitive examinations and career counseling offered by the institution during the year

368

File Description	Documents
Any additional information	No File Uploaded
Number of students benefitted by guidance for competitive examinations and career counseling during the year (Data Template)	View File

5.1.5 - The Institution has a transparent mechanism for timely redressal of student grievances including sexual harassment and ragging cases Implementation of guidelines of statutory/regulatory bodies Organization wide awareness and undertakings on policies with zero tolerance Mechanisms for submission of online/offline students' grievances Timely redressal of the grievances through appropriate committees

A. All of the above

File Description	Documents
Minutes of the meetings of student redressal committee, prevention of sexual harassment committee and Anti Ragging committee	No File Uploaded
Upload any additional information	No File Uploaded
Details of student grievances including sexual harassment and ragging cases	No File Uploaded

5.2 - Student Progression

5.2.1 - Number of placement of outgoing students during the year

5.2.1.1 - Number of outgoing students placed during the year

0

File Description	Documents
Self-attested list of students placed	No File Uploaded
Upload any additional information	No File Uploaded

5.2.2 - Number of students progressing to higher education during the year

5.2.2.1 - Number of outgoing student progression to higher education

30

File Description	Documents
Upload supporting data for student/alumni	No File Uploaded
Any additional information	No File Uploaded
Details of student progression to higher education	View File

5.2.3 - Number of students qualifying in state/national/ international level examinations during the year (eg: JAM/CLAT/GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/State government examinations)

5.2.3.1 - Number of students qualifying in state/ national/ international level examinations (eg: JAM/CLAT/NET/ SLET/ GATE/ GMAT/CAT/GRE/ TOEFL/ Civil Services/ State government

examinations) during the year

0

File Description	Documents
Upload supporting data for the same	View File
Any additional information	No File Uploaded

5.3 - Student Participation and Activities

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

5.3.1.1 - Number of awards/medals for outstanding performance in sports/cultural activities at university/state/ national / international level (award for a team event should be counted as one) during the year.

0

File Description	Documents
e-copies of award letters and certificates	No File Uploaded
Any additional information	No File Uploaded
Number of awards/medals for outstanding performance in sports/cultural activities at university/state/national/international level (During the year) (Data Template)	View File

5.3.2 - Institution facilitates students' representation and engagement in various administrative, co-curricular and extracurricular activities (student council/ students representation on various bodies as per established processes and norms)

The student's council has been constituted as per the University statute. It consists of students representatives selected on basis of their academic performance (Merit). The students council plays major roll in organization of events for students like well come functions, send off functions, sports activities, cultural activities. A part from this students council has very active in social outreach activities too. Some funds are made available to the college by university level student council for arranging programs at college level. Student's council are helped to inform about the various companies coming on or off campus for requirement by notices

displaced on notice boards that are strategically located in the college and also on the website. Students are involved in discipline committee, library committee, student's grievance committee, nominated representative, cultural activity and Ladies representative, etc. The student's council and representation of students on academic & administrative committees of the institution motivated to other students for participating in seminars, workshop and conferences of various competitions.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.3.3 - Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions)

5.3.3.1 - Number of sports and cultural events/competitions in which students of the Institution participated during the year

0

File Description	Documents
Report of the event	No File Uploaded
Upload any additional information	No File Uploaded
Number of sports and cultural events/competitions in which students of the Institution participated during the year (organized by the institution/other institutions (Data Template)	View File

5.4 - Alumni Engagement

5.4.1 - There is a registered Alumni Association that contributes significantly to the development of the institution through financial and/or other support services

The college has Alumni modernists is registered. The registration number of Alumni Association is Buldana/0000003/2019. It aims at enhancing impalpability and skills so as to bridge the gap between academia and corporate. The institution has well defined mechanism obtaining the feedback from the ex-students of the college. The feedback from the Alumni is collected in the meeting. All feedback

discussed in the staff meeting and positive suggestions are incorporated to improve performance and quality of institutional provision. The institution network and collaborate with the alumni and former faculty of the institution through the activity of APT association. The sequent arrange meeting and an annual gathering for alumni once a year most probably on last week of October or first week of November on the occasion of deewali, when ex-students living outside the city come for vacations. The registered alumni as follows

- 1) Shri Shivaji Mahadeo Nile -President
- 2) Shri Abhilash Kamalakar Burungale -Vice president
- 3) Shri Srikanth B.Sonone -Secretary
- 4) Shri Ravindra B.Ingale -Co-secretary
- 5) Shri Shrikant D.hake -Treasurer
- 6) Shri Nityanand D.Dahake -Member
- 7) Shri Subhas D. Chaware -Member
- 8) Ku Rupali L.Tikar -Member
- 9) Shri Suyog M.Biniwale -Member
- 10) Shri Bechansing D.Suliya -Member
- 11) Shri Viral P.Mehta -Member

The Financial Support from alumni is NIL.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

5.4.2 - Alumni contribution during the year
(INR in Lakhs)

E. <1Lakhs

File Description	Documents
Upload any additional information	No File Uploaded

GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 - Institutional Vision and Leadership

6.1.1 - The governance of the institution is reflective of and in tune with the vision and mission of the institution

Vision:

Shri. Dnyaneshwar Maskuji Burungale Science and Arts College, Shegaon as a learning community committed to pursuing excellent and inspiring achievement, provide quality educational programs and services to enrich and empower students to reach their full potential as inform and productive members of the society.

Value statement:

Excellence: SDMBS college strives for excellence in programs and services through fostering innovative teaching practices and educational technologies and valuing personal interaction as the core to learning.

Community: SDMBS college endeavors to built community through addressing the educational needs of its service area, reaching out to underrepresented population fostering relationship with local school and transfer institution and forging partnership with business and community organization.

Student success: SDMBS college promote students success by providing students centered academic and support services and creating opportunities for the employment, internship and community services.

MISSION

Shri. Dnyaneshwar Maskuji Burungale Science and Arts College, Shegaon inspire and prepare our students to reach their educational goals by providing

- Excellence in teaching
- Rigorous academic programs for completion and transfer.
- Training to enhance employment and carrier skills.
- Preparatory programs for the students success.

GOALS & OBJECTIVES

- Shri. Dnyaneshwar Maskuji Burungale Science and Arts College, Shegaon students, staff, and parents will hold themselves jointly accountable for their roles in assisting all learners to master high academic, social, emotional and physical outcomes. The achievement will be evaluated by definitive benchmarks of achievement at all levels.
- Shri. Dnyaneshwar Maskuji Burungale Science And Arts College, Shegaon will provide a curriculum based on mastery of basic skills, but designed to challenge students to think, solve problems and apply their skills/knowledge at high levels, the curriculum will promote lifelong learning, meet individuals' needs and provide equal access to all learners.
- SDMBSC will provide the necessary resources to implement current and emerging technology.
- SDMBSC will actively pursue supplemental financial resources through traditional and non-traditional sources.
- SDMBSC shall provide facilities which cultivate a safe, attractive and accessible learning environment and which can be made available to all students, staff and community members.

a) Higher education policies of the nation and mission statement of the institution: The national policies aim to promote national progress, a sense of common citizenship and culture and to strengthen national integration. To fulfill this aim, Government of India had set the goal. Some of the objectives mentioned in the NPHE are listed below:

- To improve the quality of higher education at all stages.
- To pay more attention to science and technology.
- To enhance cultivation of moral values.
- Assessment of education of comparable quality to all students irrespective of caste, creed or sex.
- To provide educational facilities for all sections of society including women, SC, ST, educationally backward sections, minorities, physically disabled etc.
- To give opportunities of higher and knowledge-based education to youth, housewives, agricultural and industrial workers etc.

The mission statement and goal of our institute are almost in tune with the objectives of the higher education policies of India.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.1.2 - The effective leadership is visible in various institutional practices such as decentralization and participative management.

Shri D. M. Burungale Science & Arts College, Shegaon is run by Late Reverend Father Shri. Maskuji Biruji Burungale Shikshan Sanstha, Shegaon one of the leading and reputed educational institute.

As per the norms of state Government and Parent University, the local managing committee (Governing Body) is established. Management plays an important role in implementing special activities of social relevance and financial help. As per the norm, local managing committee includes chairman, secretary, member of society, three other members from various fields nominated by the society, principal of the college, three teaching faculty members and one non-teaching staff member. Two meeting are conducted during each academic session. The local managing committee design the plan for recruitment of staff, introduction of new courses, teaching methods, quality of teaching and learning process, purchases etc.

The Principal, HOD's and Professor in-charge are responsible for implementation of policies regarding academic and financial part. The various committee and cells like IQAC declared every year at the beginning of session. The follow up is taken in the next coming meeting.

As per the norms, staff council is formed meeting including Principal as chairman, staff secretary elected from the staff and all confirm staff members. This staff council gives suggestion regarding batch wise strength, syllabus coverage, time table, along with problems and rights of the teaching staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2 - Strategy Development and Deployment

6.2.1 - The institutional Strategic/ perspective plan is effectively deployed

Curriculum Development-

Curriculum designing and development is decided by the affiliating university. Principal and Faculty members interact with the university and provide their views related to curriculum development.

Teaching and Learning-

1. Improvement of computer aided methods of teaching and learning.
2. Field tours organized by Environment, Microbiology to different parts of district.
3. Enrichment of central library.
4. Laboratory up gradation and purchase of equipment for science practical.
5. Organization of student seminar by departments for evaluation of students.

Examination and Evaluation-

Semester examinations are conducted by the affiliating university. College conducts internal assessment of students according to the university guidelines. Class tests/surprise tests, student seminars, interactivesessions, practical examinations, debates etc are conducted by departments to evaluate the students.

Research and Development-

Encouraging joint research by faculty members, which has resulted in their national and international joint publications? Initiatives to increase journal subscriptions in the library.

Library, ICT and Physical Infrastructure / Instrumentation.

Library, ICT and Physical Infrastructure / Instrumentation As a post NAAC initiative, the college has encouraged the use of ICT based techniques for study by. Computers have been allotted to different departments.

The physical infrastructure has also received sincere attention from the college authority. Renovation and up gradation of laboratories, subscribing journals for the library, purchase of new computers, printers etc have been proposed and is under process in the current academic year.

Human Resource Management-

Students are encouraged to participate in seminars, special lectures, field tours, quiz, debate etc to increase their skill and experience.

Faculty members are encouraged to participate in trainings, workshops and staff development programmes.

Different subcommittees are nominated by Teacher's Council to ensure academic and administrative experience of faculty members.

Industry Interaction / Collaboration -

Faculty members have collaborated with Industry.

Admission of Students :-

The admission process of 2020-2021 was partly online up to third counseling and students had to be physically present during the counseling.

Subsequently, state government notified fully online admission system. For 2020-2021, the counseling process is completely online. Admission of student's commenced on 17/07/2020 for 2020-2021 after declaration of results of 10+2 examinations by different boards and the first merit list was prepared on 15/08/2020 according to the merit index online. Fully online admission system from application to the counseling process has ensured a transparent process and students have been admitted on the basis of merit.

File Description	Documents
Strategic Plan and deployment documents on the website	No File Uploaded
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.2.2 - The functioning of the institutional bodies is effective and efficient as visible from policies, administrative setup, appointment and service rules, procedures, etc.

Our College is governed by Higher Education Department of Maharashtra Govt., which has the responsibility to take care of all the colleges in the state of Maharashtra. However, the administration of Shri D. M. Burungale College is the responsibility of the Principal who is directly accountable to the Department of higher education.

President:- The president of our college acts as a chairman of our society.

Principal:- The Principal is involved in overlooking the implementation of plans of the College. He ensures that regular day to day operations are properly conducted, through feedback from conveners', teaching and non teaching staff.

Heads of Departments: - The Head of Departments ensure that the plans communicated to them by the Principal are implemented systematically.

Committees for co-curricular activities: - The committees are formed at the beginning of the year and are assigned the tasks according to the institutional plans, for the curricular activities that enhance overall development of students.

Administrative Committees [Examinations, Scholarships, Purchase, Discipline, Sports, Admissions, Library, IQAC etc.] For the smooth conduct of all administrative activities according to requirements of academic bodies and government rules, there are committees headed by senior faculty to guide the function.

File Description	Documents
Paste link for additional information	Nil
Link to Organogram of the Institution webpage	Nil
Upload any additional information	No File Uploaded

6.2.3 - Implementation of e-governance in areas of operation Administration Finance and Accounts Student Admission and Support

A. All of the above

Examination	
File Description	Documents
ERP (Enterprise Resource Planning) Document	No File Uploaded
Screen shots of user interfaces	No File Uploaded
Any additional information	No File Uploaded
Details of implementation of e-governance in areas of operation, Administration etc (Data Template)	View File
6.3 - Faculty Empowerment Strategies	
6.3.1 - The institution has effective welfare measures for teaching and non- teaching staff	
Our institute offers the following welfare Schemes for all its employees. Summer and winter vacation to both teaching and non-teaching staff. The order is issued by the higher education department, which is strictly followed by the college. The government has provided Group Insurance scheme to the Staff (Teaching and Non -Teaching) of the College. This helps the staff at the times of need. Maternity (180 days) and paternity (15 days) leave. Provident fund for the employees of the college. 15 days for the employees. Provident fund for the employees of the college. Medical Insurance facility for the employees of the college. Casual leave of 10 days for the employees. Provision for different types of leaves, provident fund, loan facilities through cooperative bank or recommendation for loan of other bank, tie up with nearby hospital. College uniform to non teaching staff, tea club, felicitation on achievement, R.O. drinking water facility, • Birthday of each staff is celebrated by offering him bouquet and giving best wishes for their good health and prosperity. • Short picnic tours are arranged for staff. • Guarantee of deduction for the personal and home loans. • Funds are given to present research paper in conferences. • Training like use of computers, networking, communication etc. are arranged with free of cost. • Staff members are felicitated in the program for their achievement like completion of M.Phil, award of Ph.D degree	

etc.

- Dinner function arranged for the staff.
 - Software training programmes, Office automation and library automation for office and library staff.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.3.2 - Number of teachers provided with financial support to attend conferences/ workshops and towards membership fee of professional bodies during the year

6.3.2.1 - Number of teachers provided with financial support to attend conferences/workshops and towards membership fee of professional bodies during the year

12

File Description	Documents
Upload any additional information	No File Uploaded
Details of teachers provided with financial support to attend conference, workshops etc during the year (Data Template)	View File

6.3.3 - Number of professional development /administrative training programs organized by the institution for teaching and non-teaching staff during the year

6.3.3.1 - Total number of professional development /administrative training Programmes organized by the institution for teaching and non teaching staff during the year

0

File Description	Documents
Reports of the Human Resource Development Centres (UGCASC or other relevant centres).	No File Uploaded
Reports of Academic Staff College or similar centers	No File Uploaded
Upload any additional information	No File Uploaded
Details of professional development / administrative training Programmes organized by the University for teaching and non teaching staff (Data Template)	View File

6.3.4 - Number of teachers undergoing online/face-to-face Faculty development Programmes (FDP) during the year (Professional Development Programmes, Orientation / Induction Programmes, Refresher Course, Short Term Course etc.)

6.3.4.1 - Total number of teachers attending professional development Programmes viz., Orientation / Induction Programme, Refresher Course, Short Term Course during the year

13

File Description	Documents
IQAC report summary	No File Uploaded
Reports of the Human Resource Development Centres (UGCASC or other relevant centers)	No File Uploaded
Upload any additional information	No File Uploaded
Details of teachers attending professional development programmes during the year (Data Template)	View File

6.3.5 - Institutions Performance Appraisal System for teaching and non- teaching staff

Performance Appraisal for teaching faculty Following the UGC regulation 2010 and amendments thereof, the institution monitors performance appraisal system through submitting of APR (Annual Progress Report) of the teaching staff. The APR reflects the details of refresher / orientation course/ workshops etc that the teacher attended during a particular period as it is deemed mandatory for

promoting in next grade. The stock of teaching performance is computed by reflecting the involvement of the teacher in curricular, co-curricular and extra-curricular activities. The evaluation of courses taught and average number of clock works in a week are computed. Due consideration is given to the evaluation of innovation for special contribution made by the teacher. The involvement in the welfare of students and community work is given due weight age for monitoring performance. During appraisal the teacher is given opportunity to pen down any special achievement made by him in the field of his subject, that can upgrade his overall performance. Teacher is given opportunity to note down the difficulties that he is facing while discharging his assignment. Not only this, his valuable suggestion/ measures are also sought for evaluating his observation for the betterment of Institution. The principal then grades the teachers on the overall report and recommends higher authorities for further necessary action. The APR's are sought at every step of up gradation / next promotion.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.4 - Financial Management and Resource Mobilization

6.4.1 - Institution conducts internal and external financial audits regularly Enumerate the various internal and external financial audits carried out during the year with the mechanism for settling audit objections within a maximum of 200 words

Financial audit of the accounts is an important process and is strictly followed by the Shri Dnyaneshwar Maskuji Burungale Science and Arts College Shegaon. The college undergoes an external audit conducted by higher education department. They verify and confirm all finance related document. Report of audit is submitted to higher education department. In case of query, documents are sent to college for clarification. All the process in the college is strictly monitored by the principal. The copies of the audit are also preserved in the college for records.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

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

6.4.2.1 - Total Grants received from non-government bodies, individuals, Philanthropers during the year (INR in Lakhs)

0

File Description	Documents
Annual statements of accounts	No File Uploaded
Any additional information	No File Uploaded
Details of Funds / Grants received from of the non-government bodies, individuals, Philanthropers during the year (Data Template)	View File

6.4.3 - Institutional strategies for mobilization of funds and the optimal utilization of resources

- The salary grand is deposited in the Nationalized Bank and then credited to individual staff members account.
- The non salary grand and fees are deposited to non salary grand account and the expenses are taken care by the account section and the principal in accordance with the budgetary provision.
 - The draft budget is prepared at the beginning of the academic year taking into consideration the financial requirement of each department and the general development plans with the approval of governing body (LMC).
- For purchases, the quotation are called from the register firms, after preparing comparative statement under the supervision of purchase committee and approved by the Head of the institution, the orders are placed to the firms those quoted lowest prizes.
- Payment is made through only demand draft and cheque only.
- Record of every transaction is maintained in the authentic register.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5 - Internal Quality Assurance System

6.5.1 - Internal Quality Assurance Cell (IQAC) has contributed significantly for institutionalizing the quality assurance strategies and processes

Scrutiny and forwarded the applications for promotion under career advancement scheme of two full time teachers to the competent authority, 2. Conducted program related to IPR, 3. Conduct program on CAS, 4. Uploading of college data to the Management Information system (MIS) portal of MHRD, Govt. of India. 5. Conducted program Competitive Exam Guidance, 6. Conducted program on Motivation and Goal setting, 7. Conducted program on AA of HEIs by NAAC during COVID-19 pandemic Era: Opportunities and Challenges, 8. Conducted meeting related to preparation of student satisfaction survey reported by IQAC, 9. Conducted E-Convocation Ceremony, 10. Conducted program on Gender Sensitization & Equality, 11. Completed feedback collection from different stakeholders and analyzed 12. Conducted program on E-content Development

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.2 - The institution reviews its teaching learning process, structures & methodologies of operations and learning outcomes at periodic intervals through IQAC set up as per norms and recorded the incremental improvement in various activities

The institution reviews it's teaching learning process, structure and methodologies of operations and learning outcomes at periodic intervals. Some of activities of IQAC in this regard are:

1. Students feedback on faculty, teaching learning process and evaluation: Students feedback significantly shows the actual quality of teaching learning process. The student's feedback is conducted as per the following norms:

a. All the students are allowed to give feedback on faculty,

teaching learning process and evaluation so that actual picture is ascertained.

b. After evaluating the feedback from students, the teacher if evaluated with low performance is instructed accordingly.

2. Academic monitoring: The academic monitoring committee conducts regular visit to the classes regarding the regularity and punctuality of class work. The Principal is informed on daily basis.

3. Remedial Classes: The teachers conduct remedial classes and revision for the students wherever needed.

4. Syllabus Monitoring: The principal (chairman IQAC) keeps vigil on the completion of syllabus and ascertains information regarding the quantum syllabus completed, so that the prescribed syllabus is completed within stipulated time. Syllabus distribution and syllabus completion report were submitted by each head of departments to IQAC. All faculties prepared their teaching plan according to syllabus distribution.

5. Student evaluation: Student evaluation process effectively executed through various activities like unit test, assignment, seminar, project assignment.

File Description	Documents
Paste link for additional information	Nil
Upload any additional information	No File Uploaded

6.5.3 - Quality assurance initiatives of the institution include: Regular meeting of Internal Quality Assurance Cell (IQAC); Feedback collected, analyzed and used for improvements Collaborative quality initiatives with other institution(s) Participation in NIRF any other quality audit recognized by state, national or international agencies (ISO Certification, NBA)

C. Any 2 of the above

File Description	Documents
Paste web link of Annual reports of Institution	http://sdmbssc.org/wp-content/uploads/2022/03/News-Letter-2021.pdf
Upload e-copies of the accreditations and certifications	No File Uploaded
Upload any additional information	View File
Upload details of Quality assurance initiatives of the institution (Data Template)	View File

INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 - Institutional Values and Social Responsibilities

7.1.1 - Measures initiated by the Institution for the promotion of gender equity during the year

1. Safety and Security The Institute believes in gender equality and makes effort towards Gender sensitization. It believes that educated girls are an asset not only for the college and family but also for the whole society. The sensitivity towards the girl students at this institute is carried as follows:

2. Safety and security Women development cell is led by a senior, confident and caring female teaching member. It is a good and healthy sign of academic work place that no pronounced complaint has been lodged by any girl student. Various moral and religious lectures from time to time, by scholars play a pivotal role in controlling any type of deviant behavior.

3. Counseling: The female teaching faculty in particular are advised to counsel girl students in class, library, common room (wherever it suits) to educate about sexual harassment either collectively or individually, as suits the situation. The teachers are further instructed to counsel in cordial and cooperative manner so that senses of belonging and loving care prevail among the student community. For personal Development and awareness, we organize programs like (Webinar on Gender Sensitization & Equality. 28/07/2021, Inspiring Thoughts of Rajmata Jijau & Vivekananda Webinar on Occasion of Jayanti celebration 12/01/2021, First Women Teacher Savitribai Phule Jayanti 03/01/2021) where faculty members remain present. A good result of one to one talk, questioning, discussing comes to surface, demystifying the doubts in mental

horizon of girl students. There is no report of ragging in the campus as it seems that the concept of ragging is completely erased from the minds of students. The ragging now is deemed historical and archived practice.

4. Common Room: The college has a common room where first aid facility is provided at hand. The college provides basic medical aid, necessary for girl students. Medical aid is provided free of cost.

File Description	Documents
Annual gender sensitization action plan	Nil
Specific facilities provided for women in terms of: a. Safety and security b. Counseling c. Common Rooms d. Day care center for young children e. Any other relevant information	Nil

7.1.2 - The Institution has facilities for alternate sources of energy and energy conservation measures Solar energy Biogas plant Wheeling to the Grid Sensor-based energy conservation Use of LED bulbs/ power efficient equipment

D. Any 1 of the above

File Description	Documents
Geo tagged Photographs	No File Uploaded
Any other relevant information	No File Uploaded

7.1.3 - Describe the facilities in the Institution for the management of the following types of degradable and non-degradable waste (within 200 words) Solid waste management Liquid waste management Biomedical waste management E-waste management Waste recycling system Hazardous chemicals and radioactive waste management

- **Solid waste management- Yes**
- **Liquid waste management-Yes**
- **Biomedical waste management-No**
- **E-waste management-Yes**

• **Waste recycling system-No**

Hazardous chemicals and radioactive waste management-No Solid waste management For collecting the solid waste from the classrooms, labs and Campus there is substantial number of dustbins are installed. Most of the waste collected is biodegradable. The minimal amount of non biodegradable is mostly burnt in pits. The biodegradable portion too is dumped in pits for decomposition over time. The solid biodegradable waste collected from the parks, play field after use of lawn mower and bush cutter is collected and dumped for decomposition to be used as a source of bio fertilizer. During the autumn season a large quantity of fallen dry leaves are collected and dumped to decompose for manure. Liquid waste All the liquid waste from washroom, bathroom is collected into soakage pits through systematic drainage. Zero percent leakage of waste water is ensured.

E- Waste management The college has minimum e-waste. The waste if any is sold to vendors for recycling

File Description	Documents
Relevant documents like agreements/MoUs with Government and other approved agencies	No File Uploaded
Geo tagged photographs of the facilities	Nil
Any other relevant information	No File Uploaded

7.1.4 - Water conservation facilities available in the Institution: Rain water harvesting Bore well /Open well recharge Construction of tanks and bunds Waste water recycling Maintenance of water bodies and distribution system in the campus

C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Any other relevant information	No File Uploaded

7.1.5 - Green campus initiatives include

7.1.5.1 - The institutional initiatives for greening the campus are as follows:

B. Any 3 of the above

1.Restricted entry of automobiles 2. Use of Bicycles/ Battery powered vehicles 3.Pedestrian Friendly pathways 4.Ban on use of Plastic 5.landscaping with trees and plants	
File Description	Documents
Geo tagged photos / videos of the facilities	No File Uploaded
Any other relevant documents	No File Uploaded
7.1.6 - Quality audits on environment and energy are regularly undertaken by the institution	
7.1.6.1 - The institutional environment and energy initiatives are confirmed through the following 1.Green audit 2. Energy audit 3.Environment audit 4.Clean and green campus recognitions/awards 5. Beyond the campus environmental promotional activities	B. Any 3 of the above
File Description	Documents
Reports on environment and energy audits submitted by the auditing agency	No File Uploaded
Certification by the auditing agency	No File Uploaded
Certificates of the awards received	No File Uploaded
Any other relevant information	No File Uploaded
7.1.7 - The Institution has disabled-friendly, barrier free environment Built environment with ramps/lifts for easy access to classrooms. Disabled-friendly washrooms Signage including tactile path, lights, display boards and signposts Assistive technology and facilities for persons with disabilities (Divyangjan) accessible website, screen-reading software, mechanized equipment 5. Provision for enquiry and information : Human assistance, reader, scribe, soft copies of reading material, screen reading	C. Any 2 of the above

File Description	Documents
Geo tagged photographs / videos of the facilities	No File Uploaded
Policy documents and information brochures on the support to be provided	No File Uploaded
Details of the Software procured for providing the assistance	No File Uploaded
Any other relevant information	No File Uploaded

7.1.8 - Describe the Institutional efforts/initiatives in providing an inclusive environment i.e., tolerance and harmony towards cultural, regional, linguistic, communal socioeconomic and other diversities (within 200 words).

Institution provides an inclusive environment for everyone with tolerance and harmony towards cultural, regional, linguistic, communal socio economic and other diversities. Different sports and cultural activities organized inside the college promote harmony towards each other. Commemorative days like Women's day, Yoga day also promote tolerance and harmony. Institute has code of ethics for students and a separate code of ethics for teachers and other employees which has to be followed by each one of them irrespective of their cultural, regional, linguistic, communal socioeconomic and other diversities

File Description	Documents
Supporting documents on the information provided (as reflected in the administrative and academic activities of the Institution)	No File Uploaded
Any other relevant information	No File Uploaded

7.1.9 - Sensitization of students and employees of the Institution to the constitutional obligations: values, rights, duties and responsibilities of citizens

The students and employees are sensitized about the constitutional obligations: values, rights, duties and responsibilities of citizens.

Cleanliness Drive - During January 2020, a cleanliness drive in collaboration with the Swachh Bharat Mission was organized by the NSS members wherein the students of Institute cleaned the college

premises followed by a visit to the streets of Shegaon spread awareness on cleanliness among the local people.

Blood Donation Camps: Every year, NSS student coordinators organize for a blood donation camp in association with the Saibai Mote Government Hospital Shegaon, so as to encourage the students, staff and faculties of Institute to donate blood. Recently on 30th January 2021 with following safety guideline of Covid-19 pandemic the camp was organized.

IQAC and Department of Political Science organized one day webinar on ????? ????? ??? ?????? ?????? (Agricultural Laws and Farmer Agitation) dated 3rd March 2021. This program organized with special intention to understand the exact what are the new Agricultural laws and their impact on our farmers and other Stakeholders.

Gender sensitization and Equality it is very crucial issue in campus and off campus also. IQAC understand the importance of this issue. Hence we organized one day webinar on Gender sensitization and Equality on dated 28th July 2021.

File Description	Documents
Details of activities that inculcate values; necessary to render students in to responsible citizens	No File Uploaded
Any other relevant information	No File Uploaded

7.1.10 - The Institution has a prescribed code of conduct for students, teachers, administrators and other staff and conducts periodic programmes in this regard. The Code of Conduct is displayed on the website There is a committee to monitor adherence to the Code of Conduct Institution organizes professional ethics programmes for students, teachers, administrators and other staff 4. Annual awareness programmes on Code of Conduct are organized

B. Any 3 of the above

File Description	Documents
Code of ethics policy document	View File
Details of the monitoring committee composition and minutes of the committee meeting, number of programmes organized, reports on the various programs etc., in support of the claims	No File Uploaded
Any other relevant information	No File Uploaded

7.1.11 - Institution celebrates / organizes national and international commemorative days, events and festivals

Due to the covid pandemic, the institute is closed for students. However, still, efforts have been made to conduct various important events either through virtual mode. Institute takes pride in organising all the important national events irrespective of any bias towards caste, creed or religion.

1) National Science Day - 28/02/2021 Chemistry Dept.- National Council for Science & Technology Communication (NCSTC) Asked Government of India to designate February 28 as a National Science Day to mark the Discovery of Raman Effect by Indian Physicist Sir C. V. Raman.

2) Ramanujan Birth Anniversary- 22/12/2020 Math Dept.- Indian government declared 22 December to be National Mathematics Day to mark the birth anniversary of legendary Indian mathematician, Srinivasa Ramanujan. The main objective behind the celebration is to raise awareness among people about the importance of mathematics for the development of humanity. National Mathematics Day is celebrated in various schools, colleges, universities, and educational institutions in India. The main objective behind the celebration is to raise awareness among students and people about the importance of mathematics for the development of humanity. With the same objective our Late Ku. Durga K. Banmeru Science College, Lonar in collaboration with R.A. arts Shri M.K. Commerce and Shri S.R. Rathi science College, Washim and Shri Dnyaneshwar Maskuji Burungale Science and Art College, Shegaon organize this webinar on 22 Dec. 2020.

3) Vachan Prerna din(APJ) - 15/10/2020 Library Dept.- Indian government declared 15 October to be Vachan Prerna din in Honour of the Dr. APJ Abdul Kalam So Library dept. celebrated Vachan Prerna

Din.

4) Day of reading and Reading Mission- 19/06/2021- Department of Library has organized the Day of reading & Reading Mission on 19/06/2021

File Description	Documents
Annual report of the celebrations and commemorative events for the last (During the year)	View File
Geo tagged photographs of some of the events	No File Uploaded
Any other relevant information	No File Uploaded

7.2 - Best Practices

7.2.1 - Describe two best practices successfully implemented by the Institution as per NAAC format provided in the Manual.

BEST PRACTICE - I :

Title of the Best Practice ?????? ?? ????? 2 The Context The College will provide the adequate on books for the students. Our college inculcate the reading habits in the students and develop reading habits for this purpose various types of competition, debates, group discussion etc. Actively participate various competition for reading purpose, we provide them, paper cutting on current affairs, new arrivals display on notice board, daily newspaper & e-resources current issue of the journals in different stream. 3 Objectives of the Practice. a) To create awareness among the readers about reading. b) To help students for the competitive exams to get jobs, services through various departments. c) To provide reading materials for UPSC, MPSC, and many other many competitive exams. d) To provide information about current affairs to student. e) To keep up-to-date knowledge of students from daily news paper and paper cutting. f) To organized different types of programme for the student to enhance the good habbit of reading. 4 The Practice a) To provide books, magazines and other reading materials for this practice. b) We purchase reading material as per the students requirement of the time. c) The cuttings regarding recruitment and competitive exams are displayed from time to time. d) The library subscribes n-list Database and provide facility for the students. e) The articles related to different subjects such as current affairs journals ,employment news ,daily newspaper links , general books in pdf format provided through whatsapp in pandemic situations . f) A

general knowledge test based on various competitive exams is conducted daily lecture and with the support of College Professors from various subject. 5 Advantage ? The students get innovate ideas through reading facility provided by the library ? Reading skill develop 6 Evidence Of Success ? Photos of paper cutting. display notice board . ? Paper cutting file of different subject.. ? Purchasing books as per the Demand of students. ? Provide reading material . ? Paper cutting display on notice board. ? Maintain Issue Return regester. 7 Resources Required To arrange Daily News paper, regarding quizzes, puzzles, motivational speech. Books and Journals.

BEST PRACTICE - II :

Newsletter of IQAC: Quality Initiatives and Endeavours

Goal:

Provide detail information to all stakeholders about all activity conducted by institution through IQAC during academic session-2020-21. The basic approach of this practice is that if the stakeholders involved in any productive activity are well informed, the participation index and involvement stakeholder increases. Also this helps to create strong link and faith between to us.

The Context:

To crucially stress the diffusion of information about the plans and prospects of the IQAC working, it was very important in the very first year of accreditation to inform the people and create awareness among them about the underlying need of moving into the post-accreditation era. Without any appropriate and suitable financial and administrative set up and attitudinal strengths, the process of creating awareness was very cumbersome. With only the zeal and motivation to work as the desired force available with the institution and with only one goal to move along the aspirations of NAAC, the Principal and the Coordinator moved towards getting all the stakeholders involved with the optimum use of the minimum possible resources with the tool of an IQAC newsletter.

The Practice:

The institution with a clear motive to make optimum use of the resources available developed a self - devised system of providing information about the activities of the NAAC in the post accreditation scenario. The Principal and the Coordinator of the college decided to prepare a document that could provide complete

and clear information about the activities of the NAAC, IQAC and the role of the college in the post-accreditation set-up. A document was prepared in hard copies as well as e-form which included the introduction about vision and mission of the college; concept, IQAC Committee, objectives and functions of the IQAC; Plans chalked out; objectives and targets accomplished; recent milestones and future plans. The whole document was prepared by the coordinator of IQAC and published. The copies were distributed among all the faculty members, office staff, non-teaching employees, office bearers of the Alumni Club and some copies were kept in the library reading room for the use of the students. The copies of this news letter were also displayed on the different Notice Boards. The cost of the Newsletter titled "Quality inventiveness and accomplishments" was less than Re.1-00 but the impact and response was enormous.

Evidence of Success:

IQAC took effort to publish IQAC News letter-2020-21. Collect the information of all activities conducted by IQAC during academic session-2020-21. News letter was released by Principal of college. Soft and hard copies of newsletter were available on college website as well as in library. It was a very successful endeavour as everyone having a stake in the institution got information about the institution's post - accreditation efforts for quality enhancement as well as motivated all to work collectively and effectively for the accomplishment.

Problems encountered and Resources required:

During COVID-19 Pandemic situation all activities were conducted through online mode. Students and other stakeholders were attended activities online mode while offline interactions not possible during this time.

File Description	Documents
Best practices in the Institutional web site	View File
Any other relevant information	View File

7.3 - Institutional Distinctiveness

7.3.1 - Portray the performance of the Institution in one area distinctive to its priority and thrust within 200 words

During every academic session ,Department of chemistry arranges programmes on awreness about personal hygenics and use of day to day

chemicals for nearby villagers through staff and students of chemistry. But during an academic session 2020-2021, due to COVID-19 pandemic situation, it was not possible to conduct offline programmes.

File Description	Documents
Appropriate web in the Institutional website	No File Uploaded
Any other relevant information	No File Uploaded

7.3.2 - Plan of action for the next academic year

ACTION PLAN-2020-21

1. To maintain safety measures against covid-19.
2. Responsibility of preparing sanitizers will be given to the Department of Microbiology.
3. To increase E-platform used during Covid-19 Pandemic for admission process, the schedule of internal examination and theory examination will be reviewed and the committees for admission process and examination work will be formed.
4. Schedule to undertake online classes (Zoom Classes), what's App Group and Digital Platform will be formed to communicate and upload all the various activities related to online teaching, webinars and e-teaching learning process.
5. To organize workshop and seminar/webinar to enhance the skill of NAAC E-documentation.
6. To endorse the faculty for refresher, FDP, orientation course, short term course on online platform.
7. Significantly devote for research lab reorganization in concern subjects.
8. To organize workshop, seminar, webinar and conferences to promote the quality improvement strategies in teaching and non teaching staff.
9. ICT facilities will be increased for teaching learning activity enrichment.